

All Scores Sorted

Program	Dept Head Ranking	Department	Score	Mandated
Field Maintenance -Maintain a safe operating Airport in compliance with Federal and State regulations and directives. Operations include grass mowing, snow plowing, lighting system and pavement maintenance. Conduct FAA-required inspections and correct deficiencies.	2	Airport	605	N
Administration -Handle accounting and record keeping, conduct correspondence, maintain statistics, administer leases, negotiate and write contracts, collect and assemble operations statistics, update operations and security manuals, manage personnel, plan and direct airport development, promote and market airport services, supervise daily airport operations.	1	Airport	603	N
Tower -Maintain a facility to provide air traffic control services and provide an area wide FAA equipment repair base.	8	Airport	587	N
Other Buildings -Fulfill contractual obligations by maintaining over thirty county-owned buildings, many over 40 years old. These buildings include T-hangars, multi-aircraft storage hangars, and a full-service fixed base operation. Provide hangar facilities to meet all aspects of general aviation.	4	Airport	576	N
Unclassified Expense -Track capital outlay, including Federal and State grant programs	9	Airport	553	N
West Terminal Building -Continue full rental occupancy and maintain this facility as a long-term, revenue-producing asset.	5	Airport	531	N
Maintenance Shop -Perform routine, preventative, and repair maintenance on the airport's fleet of grass mowers, snow plows and blowers, trucks, and other specialized equipment.	3	Airport	526	N
Fire Station -Maintain the airport-owned fire station, manned by City of Oshkosh fire fighters in a joint-use facility. Provide the minimum training required by the FAA.	6	Airport	517	N
Terminal Building -Provide a central airport facility to host aviation and non-aviation related businesses and airport administration. Rent available space to concessionaires.	7	Airport	473	N
Courts -To provide for the dispensation of justice in all legal matters brought before them.	1	Clerk of Courts	703	Y
Receiving/Disbursement. -Pursuant to §59.40 (3), (4) and (5) Wis. Stats.outline the requirements of the Clerk of Courts to receive and disburse funds as well as collect outstanding and delinquent debt.	3	Clerk of Courts	701	Y*
Main. Court Schedules -In addition to maintaining the court calendars comes the record keeping of clerking court and updating the case record. This includes scheduling, filing documents and marking exhibits, taking minutes, adjourning and rescheduling proceedings and eventually disposing of the case.	4	Clerk of Courts	691	Y
Record, Index, File -Pursuant to §59.40Wis. Stats. the Clerk of Circuit Court shall file and keep all papers properly deposited with him or her in every action or proceeding unless required to transmit the papers. These records are kept, pursuant to Supreme Court Rule, up to 50 years.	2	Clerk of Courts	683	Y*

<p>Family Court -To provide for the dispensation of justice in all legal matters brought before them. The Court Commissioner handles the initial actions in most of the cases, prior to sending them on to the circuit court. The goal of the commissioner is to get cases started and initial temporary orders implemented as early in the matter as possible.</p>	5	Clerk of Courts	660	Y
<p>Court Commissioner -To provide for the dispensation of justice in all legal matters brought before them. The Court Commissioner handles the initial actions in most of the cases, prior to sending them on to the circuit court. The goal of the commissioner is to get cases started and initial temporary orders implemented as early in the matter as possible.</p>	6	Clerk of Courts	629	Y
<p>Teen Court -Teen Court is a program for first time misdemeanor or ordinance offenders. The program offers an offender an opportunity to receive a meaningful sentence from a jury of their peers. The experience provides youth with an alternative to appearing in court and paying a fine. The offender must admit their guilt in order to participate in Teen Court.</p>	10	Clerk of Courts	581	N
<p>Conflict Resolution Center -WCRC provides free mediation services to Winnebago County residents using a roster of 50 community members who are trained volunteer mediators to mediate cases referred by the courts, county agencies and individuals. The disputants participate in a mediation session, a process in which they tell their side of the dispute, hear the other person's side and are helped by the mediators to reach a resolution of all the issues resulting in a written agreement dismissing the court case without need for further court proceedings.</p>	8	Clerk of Courts	573	N
<p>Family Court Counseling -Parent Education Group (PEG) is a monthly, three-hour educational program for divorcing and separated parents in Winnebago County. The program is required for parents who have a placement dispute as a prerequisite to mediation. Any Judge or Court Commissioner under 767.401 can also order it when appropriate. The program provides parent with information on how divorce affects children, ways for parents to help their children adjust to their break up, parenting plans, co-parenting and conflict resolution. Mediation is mandatory in Wisconsin for clients who have a custody or placement dispute. 767.405 of the statutes outlines the establishment of Family Court Services and the duties and responsibilities of the Director of Family Court Services. The Court orders Family Court Services to conduct an evaluation of a family when there is a dispute regarding placement, periods of physical placement or visitation that could not be resolved by mediation. The purpose of the evaluation is to assess the family, their relationships and interactions for the purpose of determining what is in the children's best interests. Under 767.41(5) there are 16 criteria that must be considered before a determination of placement is found. The evaluation addresses these criteria in a written, professional report to the court.</p>	9	Clerk of Courts	556	Y
<p>Probate -Pursuant to §59.40Wis. Stats. the Clerk of Circuit Court shall file and keep all papers properly deposited with him or her in every action or proceeding unless required to transmit the papers. These records are kept, pursuant to Supreme Court Rule, up to 50 years.</p>	7	Clerk of Courts	547	Y*
<p>Volunteers in Probation -VIP offers a means for early intervention, which prevents first-time misdemeanor adult offenders from becoming more deeply entrenched in the criminal justice system.</p>	11	Clerk of Courts	514	NP
<p>Law Library -To provide legal research materials at the most reasonable cost.</p>	12	Clerk of Courts	513	NP
<p>Death Investigation-To investigate reportable deaths, sign cremations, and document hospice cases. To be in compliance with mission statement and laws pertaining to death investigations</p>	1	Coroner	590	NP
<p>Community Support and Training -To educate the public on issues related to death. To prevent suicides and assist survivors of suicide. To educate about trends (drug abuse, unsafe conditions in the home and in driving autos, recreational vehicles etc).</p>	2	Coroner	382	NP

Legal Counsel -Provide contract review and drafting and legal and ethics advice to all County Departments, agencies and staff, complete County property transactions; assist in personnel matters and questions referred to our office and provide legal representation.	1	Corporation Counsel	673	Y
Children In Need of Protection or Services -To provide legal counsel and representation to the Human Service Department, including the drafting and review of legal documents; representing the HS Dept. in Court in matters prosecuting neglect and abuse cases involving children, and providing advice to the Dept. and staff concerning individual cases and issues.	2	Corporation Counsel	669	Y
Mental Health Commitments -To provide legal counsel and representation to the Human Services Department, including the drafting and review of legal documents; representing the Human Services Dept. in Court in matter prosecuting mental commitments, guardianships, protective placements and due process Watts reviews, and providing advice to the Dept and staff concerning individual cases and issues.	3	Corporation Counsel	642	Y
Termination of Parental Rights -To provide legal counsel and representation to the Human Services Department, including the drafting and review of legal documents; representing the Human Services Dept. in Court in matters terminating the parental rights of parents whose children have been abused or neglected, and providing advice to the Dept and staff concerning individual cases and issues.	5	Corporation Counsel	623	Y
Guardianship & Protective Placement Actions -No separate description provided	4	Corporation Counsel	594	Y
Medical Assistance Subrogation -No separate description provided	6	Corporation Counsel	485	N
Budget - No description provided	1	County Board	625	NP
Establish Child Support Orders -To establish child support and parental rights for those not legally recognized and ensure support obligations.	1	Child Support Agency	677	NP
Enforcement of Established Child Support Orders -To actively pursue cases with established Court Orders to ensure that children of Winnebago County are supported through appropriate federal and state guidelines.	2	Child Support Agency	666	NP
Collections -To actively pursue reimbursement for costs associated with establishment and enforcement of child support including but not limited to DNA costs, service fees, birth expenses owed to the state, locating parents, wage assignments, medical expenses, tax intercept, license suspension or liens on an administrative level.	3	Child Support Agency	651	NP
Administrative -To ensure case assignment as referred. Monitor personnel and daily supervision. Order supplies and equipment needed. Redirect difficult accounts or problems. Initiate case completion by way of wage assignment, filing and request process service. Cover absent positions and monitor overall case assignment and support. Receive and distribute knowledge about changes in State of federal policies related to agency services.	4	Child Support Agency	614	NP

Elections -The County Clerk is the chief election official for Winnebago County and is responsible for the election process in Winnebago County. This includes: registering candidates running for county offices; coordinating election programming information between municipal and school district clerks and voting equipment vendor and printer; setting up and preparing ballots; providing election forms and supplies to municipal clerks; preparing and publishing all legal notices as required by statute; recording election results on election night and maintaining records of same; conducting county canvass of elections; preparing and filing appropriate election reports with the State Elections Board; providing candidates and the public with election-related information; and maintaining election and financial records of candidates and election committees. In addition, we provide Statewide Voter Registration System (SVRS) services to county municipalities, which includes setting up elections in SVRS, updating and maintaining voter records and running poll lists and various SVRS reports

1 County Clerk 720 Y

Secretary to the County Board -The County Clerk's Office is responsible for providing secretarial service to the County Board. This means preparing, distributing and maintaining meeting agendas and minutes for the County Board of Supervisors and for their committees, commissions and boards; and keeping in compliance with open meeting laws and other statutory requirements. Clerk's Office also assists in taking minutes at various committee meetings, writing/sending correspondence for Board members and registering Board members for various conferences and seminars.

2 County Clerk 713 Y

Prepare/Publish Legal Notices -We are required by statute to publish legal notices for various things--elections, county ordinances, dog licenses. To make sure that the county is in compliance with the law, we take care of these publications.

3 County Clerk 673 Y

Marriage Licenses -We are required by statute to process marriage license applications, issue marriage licenses to eligible couples and retain marriage applications for 10 years. The purpose of this program is to legally document people desiring to be married in Wisconsin. Our goal is to make sure that the application forms are properly completed; that couples present the correct, legal documentation required to get a marriage license; and that the licenses we issue are in compliance with state law. We also make sure that the applications are kept for the proper period of time.

4 County Clerk 648 Y

Document Retention -The County Clerk is required by statute to retain various records for varying amounts of time. These records are retained in the County Clerk's Office so people have easy access to them. Some of the documents we keep are: DOT Relocation Maps, woodcutting permits, county vehicle titles, dog license logs, probate claim notices.

5 County Clerk 646 Y

Customer Service -Customer service is probably not a "program", but it is a large part of what we do in the County Clerk's Office. Our purpose and goal is to provide anyone coming into or calling the office with the information/services they need or to direct them to the right place. We provide people with notary services, making copies, faxing documents, directing them to other county departments, getting them phone numbers and contacts for various county, state and federal agencies;

8 County Clerk 596 N

Dog Licenses -The County Clerk is responsible for distributing dog licenses and tags to the county's municipalities for them to sell to their citizens. The County Clerk maintains the dog license fund by taking in the fees from municipalities and making reimbursements and filing reports with the State of Wisconsin. Only dogs that have been vaccinated for rabies can be licensed, so this program is also important for the public health of a community.

6 County Clerk 583 Y

Official Directory -The county prints the Official County Directory which contains a wide amount of information about county government; county departments and elected officials; the Board of Supervisors and their committees, commissions and boards; federal, state and municipal governments and other miscellaneous information. Our goal is to provide people with accurate information in an easy-to-use format.

7 County Clerk 473 Y

<p>Work Permits -Children between the ages of 12 and 17 need to obtain a state work permit before beginning a job. They are required to present us with certain documents and a permission statement from their parents before we can issue them the permit. The purpose of this program is to make sure that children are not employed in hazardous occupations or working more than the number of hours per day/week allowed by law.</p>	9	County Clerk	424	N
<p>Hunting/Fishing Licenses -County Clerk Offices are eligible to be agents of the Wisconsin Department of Natural Resources and sell their hunting and fishing licenses to the general public.</p>	10	County Clerk	318	N
<p>Administration & Management of County Operations - Through department heads and elected officials maintain the smooth operation of all county functions within the allowable budgets constraints.</p>	1	Cty Exec	743	Y*
<p>Develop Annual Budget Proposal -Annually, the County Executive together with the Director of Finance, Department Heads and Committee Chairmen, develop an annual budget for the County. The goal of the budget is to provide mandated and popular public services with the constraints of levy limitations and at publicly acceptable levels of taxation. The budget and related capital improvement plan allocate scarce resources among the counties' duties and opportunities.</p>	2	Cty Exec	743	Y*
<p>Citizens Concerns -No description provided</p>	4	Cty Exec	633	N
<p>Meetings -The County Exec represents the County at board and committee meetings, Department head meetings, CHAMPCO, Wisconsin state and assembly hearings on county related matters, WCA, County Exec and Administrators meetings and a wide variety of community gatherings from parades to public hearings.</p>	3	Cty Exec	628	Y*
<p>Prosecution - the purposes of the prosecution program are 1) to safeguard the rights of all members of the Winnebago County community, 2) to protect the communities we serve through vigorous prosecution of criminal offenders, and 3) to provide compassionate services to the victims of crime. Additionally, the goal of the prosecution program is to ensure that Winnebago County is competently and professional represented in court.</p>	1	District Attorney	718	NP
<p>Support Staff -to provide overall responsibility of case management for staff attorneys including, but no limited to, file creation, assignment of cases, processing of case files, preparing highly confidential correspondence and warrants. Case file organization, processing documents through the courts, maintaining the court calendar for attorneys and notifying them of upcoming hearings, time limits and documents needed for cases and assisting citizens with case information when requested.</p>	2	District Attorney	664	NP
<p>Victim Witness Assistance Program -to plan for providing services to crime victims and witnesses in Winnebago County.</p>	3	District Attorney	645	NP
<p>Investigation -The Investigative Services portion of the DA office is staffed by 2 investigators. One investigator, the special investigator, is assigned to assist all prosecutors with follow up investigation for pending criminal cases, investigation of open meetings and election law violations, interviewing of defense witnesses, john doe investigations, witness location and serving of short notice subpoenas.</p>	4	District Attorney	619	NP
<p>Interns -to provide overall responsibility of case management for staff attorneys including, but not limited to file creation, assignment of cases, processing of case files, preparing highly confidential correspondence, and warrants.</p>	5	District Attorney	476	NP

<p>Recovery -Emergency Management facilitates emergency response to the public after a disaster strikes. We secure resources by activating damage assessment teams and providing state and federal officials' timely information on the extent of damages that occurred. We inform citizens of the status of the recovery efforts and provide valuable information to them such as where they will be able to receive assistance. We work with FEMA in securing disaster assistance in either financial ways or donation of goods to the citizens.</p>	2	Emergency Management	621	Y
<p>Response -This program provides Emergency Management staff the necessary tools to help respond and prepare citizens for disasters. Areas under this program include: Tornado outdoor warning sirens, Doppler Radar, Evacuation Shelters, Mobile Command Vehicle, Training, Liaison to State and Federal Agencies and Public Relations</p>	1	Emergency Management	615	Y
<p>Planning/Preparedness -Emergency Management planning has many facets. Mitigation Planning involves the identification of various projects that will lessen the impact of natural or manmade disasters to the community. School Planning assists schools in disaster response methods and communication with First Responders to ensure the safety of students. Terrorism Planning identifies potential targets in our community and appropriate response. Evacuation Planning establishes a method of evacuating small and large populations of citizens of Winnebago County. ECPRA Planning involves working with industry that houses extremely hazardous chemicals and writing Offsite Plans to better prepare First Responders for chemical release response. Annex's/ESF's are the tools and templates used to respond to all natural and manmade disasters. Public Education is essential in preparing citizens to be ready to face all natural and manmade disasters.</p>	3	Emergency Management	588	Y
<p>Building Repairs -This program is to maintain the County's infrastructure to maximize its life and usefulness by making timely and appropriate repairs to problems as they occur. The Facilities Department is directly responsible for 12 buildings. The department provides indirect services to Highway, Landfill and Parks department buildings. Responsibilities include being available 24/7 for repairs to the building envelop, doors, plumbing and electrical systems. This program provides all repairs to a building structure both routine and emergency. Staff responds to after hour fire alarms, security alarms and power outages. Over the past 4 years the scope of this program has expanded by 1/3 with no increase in staffing.</p>	1	Facilities	661	N
<p>Preventive Maintenance -This program is to perform preventive maintenance on all the facility equipment and building structures. This program is to extend the useful life of the building structures and equipment, to reduce operating expenses and prevent unplanned repairs/failures of equipment or buildings.</p>	3	Facilities	634	N
<p>Mechanical/Electrical Repairs -This program is to perform repairs on all the facility equipment and building structures. This program repairs equipment as it breaks, to return the equipment to operating status as soon as possible, to reduce operating expenses and prevent unplanned repairs/failures of equipment. Staff are on call 24/7 to make necessary repairs.</p>	2	Facilities	600	N
<p>Climate Control & Energy Management -The purpose of this program is to manage the temperature of the buildings and to manage the utility costs for the buildings. The goals are to provide a comfortable environment for staff and the public while minimizing energy consumption.</p>	6	Facilities	574	N
<p>Housekeeping -This program is to perform housekeeping in all assigned County buildings. This includes cleaning offices, restrooms and floor care. Its purpose is to keep the buildings looking clean and professional. It also assists in maintaining the building in that unclean buildings deteriorate faster and require more repairs. Its goals are to keep the buildings clean and healthy for the staff and public using them</p>	4	Facilities	571	N

Building Security/Locks -This program is to perform building security and lock services for assigned buildings. The department maintains the ID card system, the card access system, key system and lock. Its purpose is to allow access to only those people with the authority to access areas in county facilities. Its goal is to prohibit unauthorized access and to maintain the safety of staff and visitors.	9	Facilities	551	N
Grounds & Lots Maintenance -This program is to perform ground maintenance for all assigned County buildings. This includes mowing the lawn, weed control, snow removal and pavement repair. Its purpose is to keep the buildings looking clean and professional. It also assists in maintaining the building in that unkempt buildings deteriorate faster and require more repairs. Its goals are to keep the grounds clean and healthy for the staff and public using them. It serves as an example for the public to emulate, meaning, if the government takes pride in their buildings others will too. It is the 'Broken Window Philosophy'	5	Facilities	534	N
Light Construction/ Remodeling -This program is to perform light construction and remodeling in County buildings. This program updates and repair finishes. It also makes changes to spaces to meet tenant department space needs. Small-scale projects are performed with staff. Large-scale projects are contracted out. Some of the projects are necessary to meet accessibility needs or code changes.	8	Facilities	500	N
Space Planning -This program manages the space used by the various departments of the County. It also provides services to organize or reorganize space used by departments to improve their efficiencies or to accommodate changes in their size. This program leads into either remodeling or new construction. This program also tracks space occupancy to assist the Finance department with their indirect cost allocations.	7	Facilities	472	N
Budget - Coordinate and prepare the annual budget for the County Executive and County Board.	1	Finance	717	Y
Accounts Payable -Receive and pay all obligations of the County. Maintain detailed records of outstanding payable balances.	2	Finance	715	N
Accounts Receivable -Record all receipts of the County, prepare billings, customer and client statements, perform collections of past due accounts, and report on balances, and aging.	3	Finance	687	N
Audit -Coordinate the year end audit, close the county's books, prepare all audit schedules for the auditors and prepare the County's comprehensive annual financial report.	6	Finance	669	Y
Bonding -Coordinate the issuance of County debt with the financial advisors, bond counsel, and rating agency.	7	Finance	667	N
Financial Reporting -Prepare monthly and annual financial reports on the county's financial position and results of operations.	5	Finance	664	N
Investments -Invest all county funds ensuring minimum risk and maturity, as funds are needed.	9	Finance	635	N
Insurance -Insurance is purchased from various outside insurance agencies to cover things such as buildings, contents, mobile equipment, certain motor vehicles, builders risk, comprehensive liability, errors and omissions and other coverages. Premiums are charged back to county departments. Losses are processed through this department. Different deductible limits are set for various types of losses. The staff in this department follows up on losses and obtains funds from the damaging party's insurance companies.	10	Finance	620	N
Fixed Assets -Maintain records of all fixed assets of the county. Record depreciation of assets and record transfers and disposals of fixed assets. Maintain records and reconcile to actual assets by doing occasional fixed asset inventories.	4	Finance	615	N

Purchasing -Identify items and sources, obtain pricing quotes and sealed bids for commodities required by the County. Monitor purchase documents prepared by departments for compliance with county purchasing procedures. Provide technical assistance to departments regarding equipment requirements and purchasing procedures.	8	Finance	603	N
Internal Audit -Perform internal audits of departments with cash handling functions.	12	Finance	594	N
Capital Improvements Program -Coordinate and prepare the annual update to the County Capital Improvements 5-year plan.	13	Finance	594	N
Mailroom -Process county departments' incoming and outgoing letters and packages.	11	Finance	541	N
Microfilm/Imaging - Transfer to microfilm various departments' documents for future reference.	15	Finance	535	N
Printing -Provide large volume professional photocopier services to departments of the County at competitive price. Also maintains an inventory of printing supplies for use by departments within the county.	14	Finance	517	N
County Road Maintenance -The county trunk highway system was created in 1925 to encompass routes that provide and facilitate local service in interconnecting highways with the state trunk highway system. Winnebago County maintains 221 miles of county trunk highways. Per s. 83.025 (2), the county trunk system shall be marked and maintained by the county. The county's 221 miles of county trunk highway represent a major capital investment in public infrastructure. This system must be maintained through an effective investment management strategy that provides adequate maintenance repairs in a timely fashion. Increased mobility in our society has resulted in a 60% increase in vehicle miles traveled over the last 20 years. Heavy truck traffic has increased 62% in the same 20-year period. County road maintenance generally includes upkeep of the road surfaces, shoulders, drainage structures, and ditches. In addition proper roadside mowing and brush control must be maintained. Roadway marking and signing is mandated. Snow removal and drift control measures are paramount to a safe and efficient mode of travel.	1	Highway	662	NP
Cty Rd Major Improvements & Bridge Construct. -Chapter 83 of the Wisconsin Statutes entitled "County Highways" provides the primary basis for the construction of the county trunk highway system. Section 84.01(9) mandates and describes how the State Department of Transportation shall establish uniform minimum design standards for the construction of county trunk highways. County road construction includes grading, placing materials and surfacing the county highways. Directly related activities include pavement milling, pulverizing, rubblization, and culvert and drainage structure replacement. The main focus of the highway department road construction efforts has been to upgrade the "major collector" roadways on the county highway system. The collector roadways provide intra-area travel mobility and land access within localized areas. They form the "feeder" routes to the arterial or state system of roadways. The county trunk highway system was started in 1925. Winnebago County's system has developed since that time. The State Department of transportation approves all changes or modifications to the system. Currently there are 221 miles of county trunk highways on the county system.	2	Highway	653	NP
State Road Maintenance -Per state statute 84.06(3) and 84.07 the State Department of Transportation may, by arrangement with the County highway Committee enter into a contract satisfactory to the Department to have work done by county forces and equipment. In such contract the department may authorize the county to purchase, deliver and store materials and may fix the rental rates of small tools and equipment. The State of Wisconsin has this maintenance of the state and interstate roadways with each of the counties in the State of Wisconsin. The State of Wisconsin is unique in the nation with this type of arrangement.	5	Highway	603	NP

<p>Town Bridge/Culvert Construction & Repair, County Aid -Per s.82.08 stats to coordinate and administer a cost share program for the replacement or repair of bridges and culverts on town, village, or city roadways. Upon receipt of a petition for a bridge or culvert with a 36-inch or greater span, or a structure of equivalent capacity to carry water, the county board shall levy a tax for the repair or replacement. The affected municipality shall pay one half of the cost. The remaining municipalities, which have participated under the program, pay the remaining one-half of the costs. The funding for this program should be through a totally separate levy, independent of the regular county levy. The highway committee and the town board shall have full charge of design, sizing, letting, inspecting, and accepting the construction or repair, but the town board may leave the matter entirely in the hands of the county highway committee.</p>	4	Highway	586	NP
<p>Dept. Buildings/Grounds/Operations -Chapter 83 of the Wisconsin Statutes entitled "County Highways" outlines the duties of the highway committee and the highway commissioner as they relate to highway department operations. This program includes, but is not limited to the upkeep of all county highway department buildings; road machinery and tools along with their proper maintenance, repair and storage; maintain inventories and accounting of all assets associated with department operations.</p>	3	Highway	563	NP
<p>Municipal Road Maintenance -Per state statute 84.06(3) and 84.07 the State Department of Transportation may, by arrangement with the County highway Committee enter into a contract satisfactory to the Department to have work done by county forces and equipment. In such contract the department may authorize the county to purchase, deliver and store materials and may fix the rental rates of small tools and equipment. The State of Wisconsin has this maintenance of the state and interstate roadways with each of the counties in the State of Wisconsin. The State of Wisconsin is unique in the nation with this type of arrangement. This program includes maintenance and construction services to all of the county's 20 municipalities in varying degrees. These services are the same as those performed on the county trunk highways. In addition to the local municipalities, the highway department is active in providing these services to the various state agencies such as the Department of Natural Resources, and the Department of Corrections. The highway department also works closely with surrounding counties in order to provide cost-effective seal coat services.</p>	6	Highway	558	NP
<p>Interdepartmental Services -This programs purpose and goal is to provide maintenance and construction related services to other Winnebago County departments for routine and "capital" projects.</p>	7	Highway	523	NP
<p>Underground Storage Tanks- No description provided</p>		Highway	405	NP
<p>Payroll Processing -The purpose of Payroll Processing is to ensure that all payrolls are processed timely and accurately. All discrepancies are resolved prior to the completion of a payroll. Deductions are done properly and recorded as well as the maintaining of paid time off records. The goal of payroll is to have a commitment to quality and a fundamental understanding of the processes.</p>	5	Human Resources	673	NP
<p>Salary Administration -This Program establishes the wage schedules for all County employees through either the collective bargaining process or implementation of the Administrative Salary Plan (ASP) and Unclassified Salary Schedule (USS). The goal of this Program is to continue to establish equitable and competitive wages for all employees.</p>	9	Human Resources	635	NP
<p>Benefits Administration -Human Resources administers the County's employee benefit programs, including WRS, health, dental, life, as well as long-term disability, deferred compensation, Section 125 plan, and the Employee Assistance Program. For the health insurance program, we do use an outside broker to assist in making decisions but the others are managed in house.</p>	7	Human Resources	630	NP

<p>Payroll Reporting -The purpose of Payroll Reporting is to provide all reports to the various entities. This includes Federal, State and Internal Revenue requirements as well as reports to individual employees. These would include wage reporting, pension, health, life, deferred compensation, flexible benefits, etc. Payroll Reporting also maintains the Table of Organization, position count and the Master Hay Plan document.</p>	6	Human Resources	619	NP
<p>Labor Relations -This Program is conducted in accordance with Wis. Stats. 111.70. There are seven (7) bargaining units covering employees in twenty-three (23) County Departments. The Program consists of negotiating collective bargaining agreements (cba's), administering the cba's for the duration of the term and processing grievances. The goal of this Program is to develop and maintain a positive Labor/Management (L/M) relationship.</p>	2	Human Resources	600	Y*
<p>Workers Compensation -The Workers Compensation program is a mandatory program that ensures that employees that are injured in the course of performing their duties are compensated for lost time and ensures the timely payment of all medical and other related expenses. The Human Resources Department coordinates the timely completion of employee accident reports and required state reports, investigates questionable claims as needed and works with the third party administrator and legal counsel on claim handling strategies. The Human Resources Department works closely with the injured employee's Supervisor to ensure the injured employee is able to return to work, in a limited or full duty capacity, as soon as possible.</p>	8	Human Resources	596	NP
<p>Budgets -The goal of the Budget is to assist departments in preparing annual labor costs, staffing documentation and reviewing new position requests.</p>	10	Human Resources	594	NP
<p>Training -Our training effort has two main components: 1) Mandatory Harassment and other Discrimination Training and 2) General Employee Training.</p>	4	Human Resources	563	NP
<p>Recruitment -The Human Resources Department oversees the entire recruitment process from vacancy announcements to hiring. This includes recruitment, advertisements, application processing, interviews and testing. Having Human Resources so intimately involved in this process, compared to many private-sector organizations, ensures consistency, fairness and conformity with applicable law and labor agreements. Human Resources also conducts reference and criminal-background checks on successful applicants and orients new employees to Winnebago County employment.</p>	1	Human Resources	550	NP
<p>Safety-The Safety program's purpose is to study, assess, and educate County employees in accordance with various Federal, State, and local safety regulations. These include but are not limited to, Occupational Health and Safety Administration (OSHA), Department of Commerce, and the National Fire Protection Association (NFPA).</p>	11	Human Resources	541	NP
<p>Organizational Studies -This vital effort comprises two components:1) Organizational Studies and 2) Position Evaluation.</p>	3	Human Resources	476	NP
<p>Child Day Care -provision of services to children that include care in settings such as 1) day care center, 2)home of another, or 3) in their own home. The purpose of these services is to meet crisis or respite needs, prevent or remedy abuse or neglect, alleviate stress in the family or preserve the family unit.</p>		Human Services	656	NP
<p>Supportive Home Care -these services maintain consumers in independent or supervised living in their home or the home of their friends or relatives. This helps them meet their daily living needs, address their needs for social contact, ensure their well-being and /or reduce the likelihood that they will be place into alternate living arrangements.</p>		Human Services	656	NP
<p>Institution for Mental Disease -Units of service under the IMD service cluster are defined as days of care provided in an IMD licensed nursing home to person meeting the mentally ill consumer characteristic criteria or receiving services in an IMD.</p>		Human Services	649	NP

Services to Developmentally Disabled -services to developmentally disabled and physically disabled consumers which are primarily health or treatment oriented for the purpose of ameliorating health problems.	Human Services	633	NP
Provision of services to youth -in the juvenile justice system under formal or informal supervision, or in restitution programs. Services are designed to monitor behavior, prevent continued delinquent activity, strengthen family ties, assist in successful involvement in the community and fulfill any obligations ordered by the court or other juvenile justice agency.	Human Services	621	NP
Services to Mentally Ill -services to mentally ill consumer in either general hospitals or specialty hospitals for the treatment of nervous or mental disorders or in child caring institutions. Inpatient treatment is for the purpose of providing treatment of mental disorders and eventually restoring health, personal and social functioning.	Human Services	614	NP
Corrections & Workforce Development -placement of juveniles in corrections facilitates and assisting people with finding jobs and getting them training for the workforce, and assisting with placing and paying for child care while they are being trained.	Human Services	610	NP
Services to AODA - services to AODA consumers are delivered in either hospitals or CBRF's certified as inpatient treatment programs. These programs treat persons with severe AODA dependency and are designed to improve health and personal, social, vocational and family functioning.	Human Services	608	NP
Community Residential Services -provision of services to consumer in licensed foster homes, group homes, shelter care and community-based residential facilities including social detox, as well as to consumer in certified adult family homes. Also includes adoption services.	Human Services	605	NP
Services Delivered by mental health outpatient - treatment services are for the purpose of ameliorating the effects of various mental disorders and to improve personal, social and family functioning.	Human Services	604	NP
Investigations & Assessments -the provision of service to consumer that include screening, assessment, diagnosis, case planning or determining the existence or nature of a specific problem. Services include child abuse and neglect investigation, reports to the court, and those activities related to procedures established by juvenile court guidelines.	Human Services	603	NP
Inpatient & Institutional Care -services delivered in institutional settings such as state mental health institutes, centers for developmental disabilities, hospitals, CBRFs certified as inpatient treatment programs, child caring institutions and juvenile correctional institutions.	Human Services	603	NP
Specialized Transportation and Escort -transportation and transportation-related supervision to the elderly, handicapped or other persons with limited ability to access needed community resources.	Human Services	600	NP
Community Support -provision of a network of coordinated care and treatment services to adults with serious and persistent mental illness and chronic alcoholic consumers.	Human Services	593	NP
Community Prevention -these are services to populations at risk in the community, including seeking out person likely to have a problem which can potentially be alleviated by the delivery of human services; handling individual inquiries for help; providing accessibility to community health programs etc.	Human Services	588	NP
Community Living/Support Services -service providing support to consumers in order to maintain a natural living arrangement or aid in the adaptation to physical or communicative barriers.	Human Services	584	NP
Services Delivered by AODA outpatient -treatment services are designed to improve personal, social, vocational and family functioning and prevent further deterioration of physical health.	Human Services	584	NP

Community Treatment Services -provision of treatment service in outpatient, and day service-medical settings, as well as supervision of juvenile justice consumer in the community.		Human Services	578	NP
Supported Employment -SE is competitive work in an integrated work setting for individuals who, because of their handicaps, need ongoing and/or intensive support services to find and perform this work.		Human Services	558	NP
Work Related & Day Services -services delivered for the purpose of promoting vocational participation and self-sufficiency.		Human Services	546	NP
Network Infrastructure -The main objective of this program is to install, monitor, and maintain all Winnebago County connectivity between facilities and to the Internet. Infrastructure includes our fiber plant, telecommunication lines, and the edge devices. We also participate in the maintenance of the microwave structure primarily serving Public Safety.	1	Information Systems	686	N
Public Safety -The main purpose of this program is for Information Systems to assist in the maintenance and support of the hardware, software, and connectivity instrumental to the Public Safety applications.	3	Information Systems	683	N
Telecommunication Support -This program is essential to the County phone system, cellular use, paging, 24x7 support for critical departments, voice messaging and some network connectivity. Billing is monitored and hardware and software are kept up-to-date.	2	Information Systems	673	N
Budget -The main objective of this program is to assist all Winnebago County in the preparation of budget items related to office automation systems. Information Systems also budgets for the replacement of aging equipment, software, and infrastructure updates for the entire County.	5	Information Systems	626	N
User Support -The main objective of this program is to assist all Winnebago County in the use of a wide variety of office automation systems. If an employee can be made more proficient or a task automated, it should benefit the productivity for the County. Assistance and training are ongoing.	4	Information Systems	625	N
System Design & Development -The main objective of this program is to work with Winnebago County departments to determine customized automation possibilities. Our system analysts will research, plan, and write new programs in response to the desired computerization. This staff can also change purchased applications to meet specific needs of the County.	6	Information Systems	604	N
Inventory -The main objective of this program is to have a centralized effort in recording and maintaining detailed records of all County hardware, software, and telecommunications equipment.	7	Information Systems	578	N
Training -The main objective of this program is to provide an in-house option to all Winnebago County employees to become or stay current in the use of a wide variety of office automation systems. If an employee can be made more proficient or a task automated, it should benefit the productivity for the County.	8	Information Systems	578	N
Project Management -The project management program is designed to provide initial and on-going support in the acquisition of purchased software applications for County departments. This program also manages the resources for the complete implementation of purchased software or in-house developed applications.	9	Information Systems	569	N
Imaging -This program specifically coordinates and administers the Imaging System and IBM related applications. The IBM server is a unique system servicing two primary applications but multiple departments.	10	Information Systems	554	N

<p>Land & Water Resource Management -Land and water resource assessments, inventories, management plans, training and information and education services provided to landowners on individual land parcels and units of government for site specific and regional concerns. Complete, maintain and revise as the State mandated Winnebago County Land and Water Resource Management Plan (LWRMP). Reduce Sediment and Phosphorus loading into the Winnebago System as identified in the LWRMP by providing information and solutions for drainage and erosion concerns for individuals, towns and Winnebago County</p>	2	Land & Water	651	Y
<p>Design & Construction Management -Design, cost estimations, layout, and construction management services for "best management" practices installed to improve and protect surface and ground water quality; prevent soil erosion; manage storm water runoff; protect and expand woodland resources; restore and enhance wetlands and upland habitat and protect and restore stream banks and shorelands. This includes the administration and delivery of the USDA/WI Conservation Reserve Enhancement Program and the Agricultural Performance Standards and Prohibitions.</p>	1	Land & Water	615	Y
<p>Resource Plan Reviews -Review storm water management, surface drainage, and erosion control plans related to residential and agricultural land development projects and issue erosion control and livestock waste management permits and conduct onsite inspections of installed practices. These services are provided in accordance with County Livestock Waste Management ordinance and State mandated Stormwater / Erosion Control ordinance. Provide State mandated Stormwater compliance permit and storm water credit service for all required county owned properties. Reduce urban and rural construction site erosion to minimize sediment and phosphorus loading to the Winnebago system and protect surface water and groundwater from livestock waste contamination.</p>	3	Land & Water	615	Y
<p>Farmland Preservation Program -Administration, landowner certification, proper zoning confirmation and compliance monitoring with the Winnebago County Soil Conservation Standards for eligibility in the Wisconsin Farmland Preservation Tax Credit Program.</p>	4	Land & Water	549	Y
<p>Wildlife Damage Abatement & Claims Program -Wildlife Damage Abatement and Claims Program (WDACP)- Administration, Financial Accounting, Policy Control and Compliance Review and Appeal Process oversight. The WDACP allows eligible landowners to be compensated at fair market value for loses incurred on their crops do to wildlife. Also included is the Deer Donation Program administration.</p>	5	Land & Water	472	Y
<p>Expo Center -The Sunnyview Exposition Center consists of four campuses. These are the Exposition Building, the Covered Arena and Livestock Barns, the Grandstand and Racetrack and the Annex. The Exposition Building itself is used year 'round. The other campuses are used on a seasonal basis. For each of the past 5 years there has been at least one if not more events taking place on one or more of the campuses each weekend throughout the year. There have been not more than 3 or 4 open weekends throughout each calendar year. These open dates include holidays such as Christmas and Easter. The Exposition Building hosts a wide variety of events from meetings and training classes to dog shows and industry expositions. The Covered Arena and Livestock Barns host numerous horse shows, cattle shows, dog shows and musical events, as well as a haunted house and bull riding events. The Grandstand and Racetrack is currently leased for motorsports use to Impact Motorsports LLC for weekly stock car racing and winter snowmobile racing. The grandstand area also hosts musical events and demolition derbies during larger events. The Annex area is home to Winnebagoland BMX and the Kids Kart Club areas along with a designated wetland area. This area provides access to Hwy. 76 as well. Camping both primitive and with electrical sites is done throughout the summer season on all outlying areas for the Exposition Center. Many events have camping for their attendees and vendors. In addition the Exposition Center is home to the Winnebago County Fair.</p>	3	Parks	567	N

Community Park & Coughlin Sites -Provide Park sites that can serve as a destination with enough and varied support facilities to provide for a daylong recreation experience on the site. Winnebago County Community Park provides the following amenities for public use; a soccer complex consisting of a shelter and 17 soccer fields, two lighted softball diamonds, a 15 hole disc golf course, a swimming beach and beach house, 3 fishing lakes, 4 shelters, a 9 acre dog park, a large prairie restoration area, tennis courts, JPCC nature area, 2 rugby fields, a cross country ski trail, an RC boaters lake area, an archery range, 4 open air shelters, and several grills for cooking. In addition, the Parks Dept. is responsible for the plowing, mowing and landscaping of the Coughlin Center as well as the adjacent Coughlin Nature Area.

2 Parks 560 N

Boat Landing Parking Permit Fees -Make available a dependable funding source to help defray the costs associated with performing annual maintenance and improvements on the county's seven boat landings. As a standard, the department's goal is to provide quality boat launch sites on major bodies of water that possess site amenities and can serve as day use park sites for boaters and non-boaters alike. Winnebago County boat landings include; Lake Butte Des Morts, Eureka, Black Wolf / Nagy Park, Boom Bay, Lake Poygan, Grundman /Osh-O-Nee landing and park, and Asylum Bay landing and park. Lake Butte des Morts boat landing consists of 40 acres with harbor and launch area along with a fishing platform, a playground area and picnic shelter. Eureka boat landing consists of 5.7 acres with 3 launch areas, playground area and picnic shelter. Black Wolf boat landing is a 'safe harbor' landing designated as such by the WI DNR. Black Wolf landing has a recently revamped launch site, large parking area, permanent restrooms and picnic area. Boom Bay landing is the only public launch on the east shore of Lake Poygan. It has a launch area and parking area with picnic area. Lake Poygan landing is .2 acres and consists of a launch, picnic area and parking lot. Grundman landing has three launches, picnic area, and large parking area. Asylum Bay landing has a launch site, with parking and picnic areas as well as the recently restored Asylum Point lighthouse on the Asylum Point Park Island. There are two part time seasonal park rangers who patrol the landings and collect the daily permit fees. For an in-depth description of the boat launch parking permit program see Winnebago County General Code 19 (11).

5 Parks 554 N

Boat Landings -Provide quality boat launch sites on major bodies of water that possess site amenities and can serve as day use park sites for boaters and non-boaters alike. Winnebago County boat landings include; Lake Butte Des Morts, Eureka, Black Wolf / Nagy Park, Boom Bay, Lake Poygan, Grundman / Osh-O-Nee landing and park, and Asylum Bay landing and park. Lake Butte des Morts boat landing consists of 40 acres with harbor and launch area along with a fishing platform, a playground area and picnic shelter. Eureka boat landing consists of 5.7 acres with 3 launch areas, playground area and picnic shelter. Black Wolf boat landing is a 'safe harbor' landing designated as such by the WI DNR. Black Wolf landing has a recently revamped launch site, large parking area, permanent restrooms and picnic area. Boom Bay landing is the only public launch on the east shore of Lake Poygan. It has a launch area and parking area with picnic area. Lake Poygan landing is .2 acres and consists of a launch, picnic area and parking lot. Grundman landing has three launches, picnic area, and large parking area. Asylum Bay landing has a launch site, with parking and picnic areas as well as the recently restored Asylum Point lighthouse on the Asylum Point Park Island.

4 Parks 538 N

Navigational Aids -Mark major navigational channels and routes throughout the Winnebago lake pool with both lighted and unlighted buoys to assist boaters reaching their destination. Currently the Parks Dept. contracts out to maintain and install buoys at the following locations; 20 buoys in Lake Winneconne, 14 buoys in Lake Butte des Morts, 47 buoys in Lake Winnebago including the Neenah and Menasha channels, 5 buoys in Little Lake Butte des Morts, and 12 buoys/markers at boat launch sites.

7 Parks 514 N

Recreational Trail- Provide multipurpose trail corridors through ownership and leasing for a variety of recreational activities. The Winnebago County recreational trail network consists of 133 miles of trail, including 16.3 miles of the State WIOWASH trail which connects with an Outagamie County trail, 5.3 miles of the Mascoutin Valley Trail and numerous leased trails for snowmobiles. Said trails are funded and maintained by the WI DNR Snowmobile Grant Program for this purpose. Bicyclists, walkers, hikers, horseback riders, and joggers, as well as snowmobilers use the network of trails. The Parks Department also shares an information kiosk with the Town of Clayton at Trailhead Park, which allows for informational brochures and other items to be made available to the public.

6 Parks 506 N

Maintenance Workshop -To provide maintenance for the department's numerous vehicles and equipment on a daily basis for operations within the parks department. The maintenance shop is used for all types of maintenance of vehicles and equipment as well as for providing designated storage areas said vehicles and equipment. Additionally, the maintenance shop services in facilitating all types of plumbing and electrical functions as well as for providing office space for such. The plumber and electrician are essential to the entire department, as the State of WI ordinances require that a licensed professional conduct all repairs to any water or electrical system no matter how small a repair or installation may be. Due to the large amount of recreational users as well as permitted lessees using and conducting events on the parks properties daily throughout the year it is necessary to have these licensed professionals available immediately to correct any and all safety or operational issues. Without such timely rectification of such issues the public safety is placed in jeopardy as well as the contractual obligations of the county put at legal risk. The Parks mechanics are also in constant demand as aging equipment and continual use make necessary repairs on a timely basis essential to the operation of the department. The function of the mechanics also addresses both safety and legal contract ramifications of tasks not completed or operations not available due to mechanical breakdown.

1 Parks 474 N

Preservation & Conservation Areas -Provide for perpetuation of sensitive lands and areas of historical, archaeological or vegetative significance. Waukau Nature Preserve is an 64 acre site with an additional 28 acre site adjacent to it that includes; a self-guided nature trail including interpretive signage teaching about the flora, fauna, and terrain of the area. Hikers, bird watchers, cross-country skiers, snow shores, school groups and fishermen are regular users of this site. The Waukau Dam over Rush Creek is an especially popular picnic spot. There is also a dry hydrant at the Waukau Dam site that provides water for the local volunteer fire department. Lasley Point Archeological Site is an 47.7 acre site where between 1200 and 1500 AD an Oneota American Indian Village once stood. The site is listed on the National Register of Historic Places since 1979 and was officially excavated in the 1940's when numerous historical objects were discovered. Hiking trails with informational signs are located within the site which is used by hikers, bird watchers, cross country skiers, snow shores, and historical enthusiasts. Shangri-La Point Nature Preserve is an 55 acre site which is unique to the area due to it's four-tiered wetland which is a rare habitat in this area of the State. This area is undeveloped and used by bird watchers, hikers and wildlife enthusiasts.

8 Parks 461 N

Swim Lake -To maintain an attractive water front facility for persons of all ages to utilize and enjoy. In order to accomplish this goal the department operates a fenced-in 3 acre site situated in the middle of the Winnebago County Community Park. The facility includes a small aerated lake with 1.2 acres of surface water fed by well. Surrounding the lake is approximately 2 acres sand of beach front that is groomed several times per week. Supporting the beach is a recently renovated 4,000 square foot beach house containing the following: separate men's and women's showers and restrooms, a 1,200 square foot patio area with picnic tables, benches and umbrellas plus a large concession stand with attached kitchen facility.

9 Parks 360 N

Food & Nutrition -The Food & Nutrition Department provides each resident with a nourishing, palatable, well-balanced diet that meets their daily nutritional and therapeutic dietary needs.

2 Parkview Health Center 687 Y

Nursing -The Nursing Service Department is an organized framework through which nursing care is directly provided to residents by licensed, certified, and support staff. All resident care is provided with the goal of attaining or maintaining the resident's highest level of physical, mental, and psychosocial well-being.

1 Parkview Health Center 684 Y

Administration -Administration is responsible for the overall care needs of the residents including adhering to all State and Federal regulations. The program also assures safe keeping of residents personal accounts, does billing and financial reports for Medical Assistance and Medicare and conducts annual filing of appeal reports for additional revenue. Contracts are done through administration as well as budgeting and purchasing. Administration also includes maintaining resident medical records and maintaining all facility policies and procedures. Human Resources including hiring, staffing, training, and disciplining are a part of administration. Public relations are handled by administration.

5 Parkview Health Center 659 Y

<p>Social Services -PVHC Social Services Department provides medically/psychiatric related Social Services to attain or maintain the highest practicable physical, mental and psychosocial well being of each resident within a team concept of person centered-care. This includes empowering residents to exercise their rights with full recognition of the dignity of the individual and his or her needs and preferences. Assistance is provided to residents and families for legal, financial, psychosocial, environmental, behavioral and discharge concerns.</p>	3	Parkview Health Center	656	Y
<p>Activities/Volunteer Services -PVHC Activity/Volunteer Services provides for an ongoing program of resident activities that are designed to meet in accordance with the comprehensive assessment, the interest, and the physical, mental, and psychosocial well-being of each resident. Opportunity for resident choice in activities is offered to all residents. We provide a wide variety of activities that appeal to both men and women and all age groups. Activities reflect the cultural and religious interest of the resident population. Seasonal and special events are included. Programs are designed to reflect the interest and ability level of residents.</p>	4	Parkview Health Center	623	Y
<p>Housekeeping -The Housekeeping department's custodians/room attendants are responsible for wall to wall and floor to ceiling cleaning of both resident and non-resident areas. They are also responsible for the cleaning of residents beds, nursing equipment, assisting with resident moves/discharges and delivery of incontinence products. The painter is responsible for ensuring that all painted and wall papered surfaces are in good repair. The overall goal of the department is to establish and maintain the facility in a safe, sanitary condition while at the same time providing a home like environment for the residents, families and employees of PVHC in compliance with State and Federal statutes.</p>	6	Parkview Health Center	620	Y
<p>Personnel -No description provided</p>	not rated	Parkview Health Center	602	Y
<p>Non-allocated -No description provided</p>	not rated	Parkview Health Center	555	Y
<p>Maintenance -Maintains property, plant and equipment</p>	7	Parkview Health Center	543	Y
<p>Laundry -Provides all necessary linens and personal laundry services for the residents. Provides rags, mopheads and other miscellaneous products for the facility.</p>	8	Parkview Health Center	542	Y
<p>Comprehensive Planning -In October 1999 the Governor signed Wisconsin's "Smart Growth" bill into law. The legislation provides the framework for developing comprehensive plans, a grant program, and the connection to other planning related activities.</p>	2	Planning	686	Y*
<p>Zoning Ordinance -the purpose of this program is twofold. IN general, to promote the health, safety, morals, beauty, aesthetics and general welfare of the people of the county, and within shoreland jurisdictional area to further the maintenance of safe and healthful conditions, prevent and control water pollution, protect spawning grounds, fish and aquatic life, control building sites, placement of structure and land uses to preserve shore cover and natural beauty.</p>	3	Planning	643	Y*
<p>Private Sanitary -to provide a uniform method of regulating the siting, construction, replacement and maintenance of Private onsite wastewater systems in order to protect the health, safety and general welfare of the county and to protect the groundwater resources of the state.</p>	1	Planning	635	Y*
<p>Public Hearing Items -to preserve the due process provisions of both federal and state constitutions.</p>	4	Planning	597	Y
<p>GIS, Land records -This program prepares, maintains and updates land records, and mapping for the public, local communities and other county departments.</p>	5	Planning	564	Y

Property Lister -providing 18 municipalities with the following: review for land ordinance violations; closure and accuracy of legal descriptions; research and entry of all recorded document, including ownership, acreage, parcel and mailing addresses, school districts, special purpose districts etc; assessment information including land codes and land values; annual preparation of tax bills and rolls.	6	Planning	564	N
Certified Survey Maps - the purpose is to promote the health, safety and general welfare of the people of Winnebago County, and to further the orderly layout and use of land, prevent overcrowding, lessen congestion in the streets and highways, provide for adequate light and air, facilitate adequate provisions for water, sewerage and other public requirements, provide for proper ingress and egress, and promote proper monumenting of land division and conveyancing by accurate legal description.	7	Planning	562	Y*
Stormwater and Erosion Control -to preserve natural resources, protect the quality of the waters f the state and county, and to protect and promote the health safety and welfare of the people by minimizing the amount of sediment and other pollutants carried by runoff or discharge from land disturbing activities to lakes, streams and wetlands. To set forth long-term post-construction stormwater requirements and criteria which will diminish the threats to public health and safety, welfare and the aquatic environment due to runoff of storm water from land development and redevelopment activity.	9	Planning	491	Y*
Non-metallic mining - to provide a local program to ensure the effective reclamation of nonmetallic mining sites on which nonmetallic mining has taken place.	10	Planning	425	Y*
Economic Development - The Industrial Development Board (IDB) was incorporated in 1966 by the County board. The mission of the IDB is to financially assist communities in Winnebago county to expand their tax base and to create jobs, as well as to promote Winnebago county awareness regionally, nationally and internationally as a good place to do business.	8	Planning	303	N
Woman, Infants & Children (WIC) -the purpose is to maintain and/or improve the health and nutrition of the pregnant, breastfeeding, postpartum women, infants and children to fifth birthday who participate l the program by providing screening, education, referral and monthly vouchers for the WIC approved foods.		Public Health	634	Y
General Public Health -Provides public health services to all residents of the county including communicable disease investigation and containment, immunizations and testing for tuberculosis.		Public Health	624	Y
Environmental Health -Ensure an environment that protects and promotes health by assessing, correcting, controlling, and preventing those factors in the environment that can potentially affect adversely the health of individuals and the community. programs including sanitarian, environmental health inspections, and tobacco free coalition.		Public Health	601	Y
Public Health Nursing -provides nursing interventions of outreach, screening, case management, health teaching, counseling, referral and follow up and other delegated functions on an individual and/or community focused basis.		Public Health	595	N
Administration -provides departmental leadership, supervision, programming oversight, support staffing, accounting and budget. Responsible for health assessments, policies, enforcement,data management, community partnership, planning, fund seeking and workforce development.		Public Health	594	Y
Public Health Preparedness -ensures 24/7/365 access of public health staff to respond to a natural or manmade crisis event including response to a pandemic influenza, holding a mass clinic, use of Interim Pharmaceutical Stockpile, use of the Strategic National Stockpile, response to a nuclear, biological or chemical disaster including terrorism or other unusual event requiring public health assistance or intervention.		Public Health	572	N

Land Records -Wis. Stats. 59.43(1) require the local Register of Deeds Office to record, index, and preserve all properly prepared documents (such as plats, condo plats, certified survey maps, deeds, satisfactions, mortgages, etc.) provided for recording and/or filing. The office provides assistance to the public, title companies, attorneys and other county offices with searching real estate documents either in the office through public access terminals or via Internet access. Fees are collected for recording, searching and copying and are distributed to both the County of Winnebago and State of Wisconsin.

1 Register of Deeds 711 Y*

Vital Records -Wis. Stats. 59.43(1)(h) and Chapter 69 require the local Register of Deeds to file, index and accurately preserve all birth, death, marriage and military discharge records. The office provides assistance to the public in obtaining certified and non-certified copies, assists genealogists, collects fees on behalf of Winnebago County and the State of Wisconsin and works to protect the public from identity theft and fraud.

2 Register of Deeds 706 Y*

Preservation -Wis. Stats. 59.43(1)(d). To continue back-scanning and indexing of land records. Records from 1973 to 1985 exist on aperture cards and records prior to 1973 are still in paper indexes and copied on paper form. These records need to be converted to CD format for conversion into the computer. To complete the back-scanning and indexing of the remaining 250,000 vital records not yet done. Once these records are preserved on computer, they will be also available on a replication server, which is located off-site. From that point, a comprehensive disaster recovery program can be designed.

3 Register of Deeds 642 Y*

Universal Commercial Code -Wis. Stats. 59.43(1) require the local Register of Deeds Office to record, index and preserve copies of all realty related Uniform Commercial Code (UCC) documents. The office provides assistance to the public, title companies, attorneys and other county offices with searching real estate documents either in the office through public access terminals or via Internet access.

5 Register of Deeds 597 Y*

Inter Department Services - no description provided

4 Register of Deeds 590 Y

Child Support Lien Docket -Wis. Stats. 59.43(1) require the local Register of Deeds Office to record, index, and preserve copies of child support arrears provided for such recording. The office provides assistance to the public and other county offices with searching through public access terminals or via Internet access

6 Register of Deeds 558 Y*

Patrol Division -to preserve peace and maintain order within Winnebago county. the sheriff's office is responsible for the following: prevention of crime, responding to calls for service involving criminal activity and civil matters; interpreting laws, regulations, policy and procedures; investigating complaints; apprehending suspects, conducting searches, inspection of vehicles, transportation of prisoners; interviewing suspects and witnesses; securing of crime scenes; collection and preservation of evidence; completion of accurate reports, and testifying in court as needed.

3 Sheriff 700 Y*

Corrections/Jail -The Sheriff's office operates a 347 bed jail and is charged with incarcerating or detaining those persons (pre-trial detainees) who are awaiting court proceedings and have a bond of some nature as set by the court or who have been adjudicated by a court and have been sentenced to the jail.

2 Sheriff 699 Y*

Administration -Sheriff, Chief Deputy/Under Sheriff -provide law enforcement and related services to the citizens of Winnebago county in a professional an cost effective manner. The sheriff serves as the chief law enforcement officer for the county in the protection of property, traffic enforcement, maintaining custody of persons in the county jail, serving summonses and keeping related records and managing the communications center for all emergency services in Winnebago County.

1 Sheriff 693 Y*

E911 Communications -the Sheriff's office operates the county dispatch center also known as PSAP (public safe answering point). This is where 911 emergency telephone calls are received and then directly routed to the proper emergency response service.

10 Sheriff 683 N/Y

Detective Division -to provide investigative services fro the Sheriff's office and local agencies.	4	Sheriff	672	Y*
Court Services -supports the jail by transporting inmates that need to appear in court. The unit is also to attend to the circuit court(s) and responsible for the service of Civil Process, managing the court appearances of jail inmates and courthouse security.	5	Sheriff	629	Y*
Electronic monitoring (GPS) - Electronic Monitoring program operates in conjunction with the Corrections division. The program provides GPS tracking in passive and active forms as well as real time alcohol monitoring for inmates.	8	Sheriff	619	N
Training -responsible for providing 24 hours of in-service to all certified officers.	6	Sheriff	616	Y*
Tactical Team -The team of 16 certified officers is responsible for assisting with large crowd events, civil disturbances/riots, potentially hostile union or worker strikes, or any other event where large crowds may be expected.	9	Sheriff	612	N
LWAM-MEG Unit - The Lake Winnebago Area (LWAM) MEG Unit is comprised of sworn police officers from 14different agencies within Outagamie, Winnebago and calumet and fond du lac counties. The unit is based in Neenah and specializes in the investigation and enforcement of statutes which define controlled substance violations and their penalties.	12	Sheriff	596	N
Administrative Support Staff -includes the administrative coordinator and accountant. The coordinator provides confidential secretarial duties for the sheriff, and maintains departmental personnel files, training records, policy and procedures and internal investigations. The accountant coordinates financial accounting, purchasing and payroll activities.	17	Sheriff	590	N
SWAT Team - Special Weapons and Tactics is a team of police personnel trained in the use of special weapons, equipment and tactics to effectively resolve non-routine police situations. The primary goal of SWAT is to save and protect the lives of citizens.	7	Sheriff	560	N
Reserves -reserve officers are employees who are utilized on an 'as needed' basis. Reserve offices assist the sheriff's office with a variety of duties and work contracted details performing security and/or traffic direction.	11	Sheriff	540	N
Boat Patrol & Snow Patrol -the Sheriff's office is responsible for water/ice search and rescue per state statue. The patrol program is intended to educate the public about safety and enforce DNR boating, ATV and snowmobile laws.	15	Sheriff	531	N
Special Operations -Special Operations oversee all major special events. They work hand in hand with event promoters and organizers to provide a safe and secure areas for their event. Events I include, but are not limited to Country USA, Life Fest, EAA etc.	13	Sheriff	518	N
Dive Team -the Dive team has been established to aid in the search, recovery and rescue individuals and/or evidence in water related incidents.	16	Sheriff	455	N
Community Programs/Dare -provides proactive crime prevention programs to the citizens of Winnebago County. The programs assist citizens and businesses protecting themselves and their property from crimes. The DARE program teaches children about the dangers of drugs.	14	Sheriff	425	N

<p>Solid Waste Disposal -To provide a competitive, cost-effective solid waste disposal operations for Winnebago County customers/municipalities. Currently part of the 25-year Tri-County Regional Program/Agreement with Brown and Outagamie Counties (2003 through 2027). Since the Sunnyview Landfill is currently operational, we are mandated by NR 445 (air) and NR 500 (solid waste), Wisc. Admin. Code for operations/monitoring. Currently in the third year of providing "host landfill" disposal for the Tri-County Regional Program. During 2006, the Sunnyview Landfill disposed of over 583,000 tons of solid waste.</p>	1	Solid Waste Management	646	N/Y
<p>Landfill Gas Collection & Utilization -To collect and beneficially utilize landfill gas from the Sunnyview Landfill (active) and Snell Road Landfill (closed) facilities, in compliance with the state mandated solid waste (NR 500) and air (NR 445) program requirements. Program is an extension of the solid waste disposal program – one cannot exist without the other. Goal is to generate revenues through innovative utilization projects to offset program expenses.</p>	2	Solid Waste Management	623	N/Y
<p>Recycling Transfer Facility -Provide competitive, cost-efficient recycling services/operations for customers/municipalities in Winnebago County. Currently part of the 25-year Tri-County Regional Program/Agreement with Brown and Outagamie Counties (2003 through 2027) for paper and commingled container recycling. Winnebago County operates a drop-off collection recycling transfer facility, where paper is shipped to Outagamie County for processing and commingled containers are shipped to Brown County for processing. Also provides drop-off collection opportunities for off-site processing of household and agricultural hazardous materials, unused/unwanted pharmaceuticals and computer/electronics for Winnebago County residents.</p>	3	Solid Waste Management	578	N
<p>Marketing/Container Rental & Lease Program -Marketing program was created to maintain/increase solid waste and recycling tonnages as part of the Tri-County Regional Program. Material tonnages are the key to the overall success of the Tri-County Regional Program. Container rental and lease program was created as an extension of Marketing, by providing Winnebago County customers another option for solid waste and recycling collection/disposal.</p>	4	Solid Waste Management	496	N
<p>Tax Collection -Tax Collections includes the following functions: assist public for tax requests and inquiries (phone, e-mail and walk-in), receipting of postponed and delinquent property tax payments, tax software implementation, agricultural use penalty, and verification of taxes paid for plat maps and CSM's</p>	1	Treasurer	684	Y
<p>Receipts -The County Treasurer's Office is the central point of receipting, processing and deposit place for all interdepartmental funds. This program also covers the daily banking transactions and the reconciliation of those transactions. The purpose of this program is to keep on eye on the incoming and outgoing funds of Winnebago County.</p>	2	Treasurer	681	Y
<p>Disbursements -The County Treasurer's Office is the central point of disbursing all funds from the general fund. This includes payables, payrolls and electronic transfers. Wire transfers for all investment transactions, grants, credit cards, federal payments, state payments, real estate transfer fees, health insurance and numerous others debits are maintained. The purpose of this program is to verify all outgoing funds of Winnebago County.</p>	4	Treasurer	628	Y
<p>Tax Settlement -Tax Settlement includes the following functions: receive collection data from municipalities, upload and verify collection data, pay all taxing jurisdictions (municipalities, school districts, technical colleges, state).</p>	3	Treasurer	624	Y
<p>Foreclosure -Foreclosure Duties include the following functions: issuance of tax certificates, In-Rem tax foreclosure, preparation and sale of foreclosed property.</p>	5	Treasurer	586	Y

<p>4-H Community Clubs -Greg Hutchins, Assistant Dean and State 4-H Youth Development Program Leader states: “The 4-H community club is Extension’s fundamental model for youth programming. The model has a rich tradition of giving young people direct experience with democracy by encouraging group decision-making and self-governance.” Since 1916, Winnebago County has provided educational experiences for youth through 4-H Community Clubs. Most 4-H Clubs have a rich tradition of community involvement, volunteer leadership, and family participation. Members have direct experience with democracy by encouraging group decision-making and self-governance. In addition, youth develop new skills, become leaders, and contribute to their communities.</p>	3	UW Ext	615	N
<p>Community Development -The purpose of the Community Development program is to provide responsive, tailored education, research and facilitation to help communities manage change and address local issues. Growth management, and the changes that occur with it, have been identified as a priority need in Winnebago County. Specific programs include: Plan Commissioner Education, Building Communities Program, Sustainable Communities education, Local Government support, and Community Economic Development Capacity Building programs (e.g. Menasha program, Omro First Impressions, Winneconne downtown/facade). UWEX responds to these local needs by providing customized educational programs and materials to local officials and community leaders to address specific issues.</p>	1	UW Ext	589	N
<p>Community Natural Resources Development -The focus of the Community Natural Resource Development program is to build collaborations and conduct research to address local water quality and community natural resources issues. Winnebago County has 17% of our state’s surface water and abundant natural resources that are utilized for recreation, tourism and economic development. Collaborations and partnerships are developed to address local natural resources concerns and illustrate how they may be connected with other issues in the community. Specific program examples include Northeast Wisconsin Stormwater Consortium (NEWSC), Winnebago Lakes Council, Aquatic Invasive Species (AIS) grant, and Economic Impact of Lake Winnebago fishery research initiative.</p>	7	UW Ext	526	N
<p>Leadership, Organizational Development & Process -This program serves to strengthen the non-profit sector in Winnebago County through educating them about best practices in non-profit management, providing strategic planning for select organizations, and utilizing tools and processes. The goal is to help organizations improve their management practices, board performance, and ability to make a difference in Winnebago County. This program is often coupled with other community development programs to enhance effectiveness. Examples include partnership with UW-Fox Valley (UW-FV) Continuing Education to provide Non-profit Capacity Building workshops, strategic planning with organizations, and consultation and facilitation to design organizational and decision-making processes for groups and communities.</p>	10	UW Ext	509	N
<p>Strengthening Individuals and Families -The purpose of this program is to provide unbiased, research-based education to help individuals/families in Winnebago County prevent and manage their life challenges/stresses.</p>	4	UW Ext	498	N
<p>Helping Individuals and Families Meet Basic Needs -The purpose of this program is to provide unbiased, research-based education to individuals/families, and agency staff who work with limited resource clientele so that individuals/families can ultimately make decisions that support the economic security of their families.</p>	5	UW Ext	490	N
<p>Strengthening Youth Development -To strengthen the capacity of communities throughout Winnebago County to support the well-being of youth. Such communities create environments that enable youth to participate in meaningful activities, to feel valued by their communities, and to make informed and healthy choices. These communities are within the current 4-H program and beyond (e.g. schools, other youth groups, etc.). Programs are based on the 4 Essential Elements of Positive Youth Development: Belonging, Mastery, Independence, Generosity.</p>	12	UW Ext	488	N

<p>Sustainable Agriculture Education -The agriculture industry in Winnebago County provides for about 3,029 jobs and generates \$325.4 million in economic activity. The purpose of Sustainable Agriculture Education is to provide University of Wisconsin research and education resources directly to the agriculture community in Winnebago County to ensure a strong agriculture economy. This is achieved through collaboration with growers/producers to maintain agricultural sustainability, which includes economic, environmental, and social impact assessment of current and emerging agriculture practices. Educational programs covering pesticide application and newly emerging agronomic practices are provided to the producers to improve their economic viability while protecting the natural resources of our county and Wisconsin. Educational programs include dairy and livestock production, crop production, surface and groundwater quality issues related to nutrient management and soil conservation, and forage production. These programs are offered in a responsive manner to issues, conditions, or events that may affect the livelihoods of producers in the county. The direct contact with producers coupled with the quick response in which programs are offered related to emerging issues can mean the difference between profit and loss for their business operations.</p>	8	UW Ext	484	Y*
<p>Commercial Horticulture -The Commercial and Home Horticulture Program provides University of Wisconsin research-based educational programs for a rapidly expanding horticultural industry and a growing homeowner population in Winnebago County. The program provides information to help "Green Industry" professionals and homeowners address horticultural issues in an environmentally and socially responsible manner. Greenhouses, tree farms, nurseries, sod farms and other horticultural businesses add \$14.1 million to Winnebago County's economic activity.</p>	2	UW Ext	483	N
<p>4-H Develop. Outreach -4-H Youth Development offers programs for youth outside of the community 4-H club. These programs are based on local need while targeting the 4 Essential Elements of Positive Youth Development: Belonging, Mastery, Independence, Generosity. The purpose is to expand 4-H Youth Development programming to audiences demographically or geographically underserved by the current 4-H program. Goals: Through outreach, the 4-H Youth Development program will expand equity, access and opportunities to more youth and families. The goal is to provide meaningful 4-H Youth Development experiences which will ideally lead to a longer-term relationship with the 4-H Youth Development program.</p>	6	UW Ext	480	N
<p>Coughlin Center Meeting Room Management -The design and construction of the JP Coughlin Building incorporated meeting spaces to accommodate Winnebago County Departments, committees, and clientele groups. The purpose of this program is to coordinate the use of the five meeting spaces available for department and public use.</p>	13	UW Ext	466	N
<p>Family Economic Security -Through a strategic planning process with key stakeholders in Winnebago County, financial literacy was identified as a significant concern of residents and service providers. Bankruptcy rates, foreclosures, divorce and the county poverty rate indicate the need for improving financial literacy. Financial education can help individuals/families learn the lifelong skills of creating and using a spending and savings plan to achieve financial stability. This program focuses on the unmet needs in the area of family finances.</p>	9	UW Ext	455	N
<p>Agriculture Economic Development -Agriculture is an important economic force in Winnebago County. It includes hundreds of family-owned farms and related businesses that provide equipment, services, and other products needed to process, market, and deliver food and fiber to consumers. The production and processing of farm products generates employment, economic activity, and income here in Winnebago County. Winnebago County's agriculture industry provides over 3,000 jobs and over \$325 million in economic activity.</p>	11	UW Ext	421	N
<p>UW Fox Valley -The University of Wisconsin Colleges is a multicampus institution (UW Fox is the second largest of thirteen constituent campuses) that prepares students for success at the baccalaureate level of education, provides the first two years of a liberal arts general education that is accessible and affordable, and advances the Wisconsin Idea by bringing the resources of the University to the people of the state and the communities that provide and support its campuses.</p>		UW Fox	548	NP

Compensation & Pensions -with injury illness or aggravation developed from service comes medical/legal claims system counseling. Pension for wartime veterans and numerous who are disabled from non-service related measures.	1	Veterans	560	Y
Medical -assess veteran medical conditions, particularly PTSD getting them to recognize their symptoms and obtaining proper medical treatment.	2	Veterans	524	Y
Appeals -appeals, notices of disagreement and decision review are a very integral and difficult part of the VA program.	4	Veterans	516	Y
Education -assist veterans in their educational goals, whether retraining because of disability Vocational Rehabilitation, and utilizing GI bill, both federal and state.	3	Veterans	507	Y
Grants - to needy veterans for eyeglasses, dental and hearing aids. Emergency relief granted to prevent want and distress from the County Veterans Service Commission.	6	Veterans	477	Y
Loans -state and federal home loans, refinance assumption, qualifications and orientation. Our offices also process home improvement and personal loan services similar to a loan officer of a financial institution.	7	Veterans	431	Y
Insurance -changing beneficiary, conversions, loans, cash surrender value, dividend options.	8	Veterans	429	Y
Burial programs - assistance in headstones, mausoleum markers, burial in veterans cemetery or indigent burial, plot and burial allowances, service connected deaths. Color guard and flag coordination	5	Veterans	425	Y
Office mgmt -to keep operations running smoothly, satisfying county, state and federal requirements. Coordinate patient transportation program, prison programs and out of reach programs in addition to various trainings and seminars.	9	Veterans	381	Y

*- indicates that a state or federal law was cited in the documentation provided by the Department

NP = Not provided, or not available at the time of creation of this document