



Wexford County

BOARD OF COMMISSIONERS

Gary Taylor, Chair

NOTICE OF MEETING

The Wexford County Board of Commissioners will hold a regular meeting on Wednesday, May 17, 2023, beginning at 4:00 p.m. in the Commissioners Room, third floor of the Historic Courthouse, located at 437 E. Division St., Cadillac, Michigan.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLIEGIANCE
- D. ADDITIONS/DELETIONS TO THE AGENDA
- E. APPROVAL OF THE AGENDA
- F. PUBLIC COMMENT
Designated for topics on the agenda only.
- G. EMPLOYEE RECOGNITION
- H. PRESENTATION AND REPORTS
 - 1. Charter Spectrum Update – Marilyn Passmore, Director of State Government Affairs
- I. CONSENT AGENDA
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission may ask that any item on the consent agenda be removed therefrom and placed elsewhere for full discussion. Such requests will be automatically respected. If any item is not removed from the consent agenda, the action noted on the agenda is approved by motion of the Commission to adopt the consent agenda.
 - 1. Approval of the May 03, 2023 Regular Meeting Minutes 1
- J. AGENDA ITEMS
 - 1. Prosecutor’s Office IV-D Reimbursement Application 2024 *(Finance 05/11/2023)*..... 5
 - 2. Intrado Maintenance Renewal Agreement *(Finance 05/11/2023)*..... 65
 - 3. Circuit Court Line-Item Increase Request *(Finance 05/11/2023)* 73
 - 4. Budget Amendment 76
 - 5. Letter of Credit for Financial Assurance Mechanism at the Landfill *(Finance 05/11/2023)* 77
- K. ADMINISTRATOR’S REPORT
- L. CORRESPONDENCE
- M. PUBLIC COMMENT
Open for any public comments.
- N. LIAISON REPORT
- O. BOARD COMMENTS
- P. CHAIR COMMENTS
- Q. ADJOURN

WEXFORD COUNTY BOARD OF COMMISSIONERS
Regular Meeting * Wednesday, May 3, 2023

Meeting called to order at 4:00 p.m. by Chairman Taylor.

Roll Call: Present- Commissioners Jason Mitchell, Michael Musta, Ben Townsend, Kathy Adams, Michael Bush, Julie Theobald, Jason Baughan, and Gary Taylor.

Absent- Brian Potter

Pledge of Allegiance.

Additions/Deletions to the Agenda-

ADD: J.7. Lumen Master Service Agreement and J.8. CARES Grant Withdraw

Approval of the Agenda

MOTION by Comm. Theobald, seconded by Comm. Bush to approve the agenda, as amended.

All in Favor.

Public Comment-None

Employee Recognition-

- Stephanie Dupuis – 25 Years
- Catherine Wright – 25 Years
- Eric Garland – 25 Years
- Christopher Piskor – 25 Years
- Kevin Kovach – 25 Years
- Adam Kerr – 10 Years
- Lori Nix – 10 Years

Presentation and Reports-

1. District Health Department #10 Annual Report – Kevin Hughes

Consent Agenda

1. Approval of the April 19, 2023 Regular Meeting Minutes

MOTION by Comm. Bush, seconded by Comm. Theobald to approve the Consent Agenda.

All in favor.

Agenda Items

1. Slagle Township Assessing Contract

MOTION by Comm. Theobald, seconded by Comm. Townsend to approve the presented Assessors Service Contract with Slagle Township and to authorize the Chairman and Equalization Director to sign on behalf of the County.

All in favor.

Equalization Director Porterfield stated that this is an annual contract.

2. Community Correction Fiscal Year 2024 Plan and Application

MOTION by Comm. Theobald, seconded by Comm. Bush to approve the Fiscal Year 2024 Community Corrections Grant Application and the supporting Resolution 23-11.

Roll Call: Motion Passed 8-0.

3. Northern District Fair Board Grant Matching Funds

MOTION by Comm. Musta, seconded by Comm. Theobald to approve no more than \$5,667.00 for a portion of the grant matching funds for assistance in capital improvements of facilities at the Northern District Fair Board.

Roll Call: Motion Passed 8-0.

4. District Health Department #10 Opiate Recovery Funds Proposal

MOTION by Comm. Adams, seconded by Comm. Theobald to approve the presented proposal from District Health Department #10 for the use of funds for advertising and authorize the Chairman to sign the attorney approved agreement.

Roll Call: Motion Passed 8-0.

5. USDA Forest Service Grant Modification

MOTION by Comm. Bush, seconded by Comm. Baughan to approve the presented USDA Forest Service Modification and authorize the Sheriff to sign.

Roll Call: Motion Passed 8-0.

6. Policy D-12.0 Courthouse Security

MOTION by Comm. Theobald, seconded by Comm. Bush to approve the presented amendment to policy D-12.0 Courthouse Security.

Roll Call: Motion Passed 8-0.

7. Lumen Master Service Agreement

MOTION by Comm. Adams, seconded by Comm. Baughan to approve the presented Lumen Master Service Agreement and authorize the Chairman to sign.

Roll Call: Motion Passed 8-0.

Commissioner Musta asked what was still on the AT&T plan. Administrator Porterfield answered that the elevators and fire suppression systems, both in the courthouse and at the jail, due to being required use copper lines.

8. CARES Grant Withdrawal

MOTION by Comm. Theobald, seconded by Comm. Bush to approve the Administrator to move forward with formally withdrawing from the CARES Grant.

Roll Call: Motion Passed 8-0.

Administrator's Report-

Admin. Porterfield stated that himself, Admin. Jami and Chairman Taylor, as well as a couple other commissioners were able to attend the MAC conference last week. He would like to offer congratulations to Comm. Theobald and Comm. Townsend, as they both received their certification as Certified County Commissioners. All who attended were able to participate in many classes, some of which were juvenile justice reform, opiate reform, and mental health.

Admin. Porterfield learned today that all 6 counties have now passed the NLCMH enabling agreement.

Congratulations to the recognized employees. We have a great staff and it is great to see this many staying 10 and 25 years. It is a pleasure to work with them.

The county is getting ready to start the 2022 audit while watching the state budget process.

Correspondence-

1. Cash/Investment Report handed out to the Commissioners by Treasurer Nottingham

Public Comments- *None*

Liaison Reports-

Comm. Townsend stated that he is the new Chairman of the Northern Lakes Community Mental Health Board. They have 5 new board members and there are going to be changes to the committee structure making it much more evenly divided between all 6 counties. Comm. Townsend stated that all 6 counties will be working together.

Comm. Adams attended the 911 meeting last week. It was business as usual. Travis is doing a great job as they worked through some paperwork snafus.

Board Comments-

Comm Townsend-Congratulation to our employees who received awards tonight. He stated it is a great group of incredible people. The commissioners are honored and privileged to be here.

Comm Bush-Congratulations to all the employees on their years. Thank you to the DHD #10 for their report. Congrats to Comm. Theobald and Comm. Townsend.

Comm Theobald-Thank you to all of the employees who received recognition. She appreciates that some were able to make it to the meeting. Good job to the DHD #10 on their report, they always do such a good job for us.

Chairman's Comments-

Chair Taylor thanked everyone for attending.

Adjourn

MOTION by Comm. Theobald, seconded by Comm. Bush to adjourn at 4:45 p.m.

All in favor.

Gary Taylor, Chairperson

Ashley Hackert, Deputy Clerk

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance & Appropriations Committee
FOR MEETING DATE: May 17, 2023
SUBJECT: Prosecutor's Office IV-D Reimbursement Application 2024

SUMMARY OF ITEM TO BE PRESENTED:

Following is the annual application for reimbursement of Title IV-D Cooperative Reimbursement Program through the Prosecutor; s Office.

RECOMMENDATION:

The Finance Committee forwards a recommendation to the full board to approve the presented IV-D Cooperative Reimbursement Program Application for fiscal year 2024.

Title IV-D Cooperative Reimbursement Program - 2024

Section I - Program Identification

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A. Program Identification Information

- a. Program Identification Name County Of Wexford
- b. Organizational Unit
- c. Address 437 East Division Street
- d. Address 2
- e. City Cadillac State Mi Zip 49601
- f. Federal ID Number 23- Reference No. 072584741 Unique Entity Id. ELBVKK7YL1T
 86007337 1
- g. Agency's fiscal year (beginning month and day) January-01
- h. Agency Type
 Public

Payment Address

SIGMA Address ID:
 # & Street Name
 P.O.Box
 City State Zip

B. Project Information

- a. Project Name Title IV-D Cooperative Reimbursement Program - 2024
- b. Is implementing agency same as Program Identification Yes No
- c. Implementing Agency Name
- d. Project Start Date Oct-01-2023 End Date Sep-30-2028
- e. Amount of Funds Allocated \$569,784.00 Project Cost \$863,310.00

Fiscal Year Allocation

Year	Amount for Line 10	Allocated Amount
2024	172,618.00	261,542.00
2025	160,249.00	242,802.00
2026	168,261.00	254,941.00
2027	176,674.00	267,688.00
2028	185,508.00	281,073.00
Totals:	863,310.00	1,308,046.00

Type of Application

- New Amendment

Type of Program

- Friend of the Court, Circuit Court #
- Prosecuting Attorney
- Combined PA and FOC, Circuit Court #

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APP # _____

C. Contacts

a. Financial Officer

Name Alaina Nyman
Title County Clerk
Mailing Address 437 E Division
City Cadillac State MI Zip 49601
Telephone (231) 779-9450 Fax
E-mail Address anyman@wexfordcounty.org

b. Project Director

Name Corey Wiggins
Title Prosecuting Attorney
Mailing Address 437 E. Divivision St
City Cadillac State MI Zip 49601
Telephone (231) 779-9505 Fax (231) 779-9108
E-mail Address schryers@michigan.gov

c. Authorized Official

Name Gary Taylor
Title County Commissioner
Mailing Address 437 E Division St
City Cadillac State MI Zip 49601
Telephone (231) 779-9450 Fax
E-mail Address gtaylor@wexfordcounty.org

Section II - Management Plan

FOR OFFICE USE ONLY:	Version # _____	APP # _____
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A. Organizational Chart

Attachment Title	Attachment
Wexford PA Org Chart	559_Wexford PA org FY24-28.pdf

B. Position Descriptions

Attachment Title	Attachment
Wexford PA Job Descriptions	379_IV-D Assistant Director.pdf
Wexford PA Job Descriptions	667_Prosecuting Attorney_s UIFSA Clerk Full Time.pdf

Caseload Documentation

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A. Caseload Documentation

County	Fiscal Start Month	Number of Active IV-D Cases (a)	Number of Active Non IV-D Cases (b)	Number of Total Active Cases (c)	IV-D Caseload % (a/c)	MiCSES Report
CASELOAD TOTALS						

Budget

PERSONNEL

	Employee Name	Job Title	Type	FTE Count	Child Support %	IV-D Caseload %	IV-D FTE Count	IV-E FTE Count	P.T. & C %	P.T. & C FTEs	PROF C %	Salary & Fringe	IV-D Share	IV-E Share	P.T.& C Share	Non- IV-D / IV-E Share
Non-Administrative Staff																
1	Alisha Colvin	Clerk	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	56,979.52	0.00	0.00	0.00	56,979.52
2	Catherine Wright	Office Administrator	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	105,394.36	0.00	0.00	0.00	105,394.36
3	Cheri Sprik	Victim Advocate	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	74,890.24	0.00	0.00	0.00	74,890.24
4	Corey Wiggins	Prosecutor	T.D.	1.00	25.00	100.00	0.25	0.00	0.00	0.00	0.00	122,166.40	30,541.60	0.00	0.00	91,624.80
5	Heather Dietz	Clerk	Cert	0.50	0.00	100.00	0.00	0.00	0.00	0.00	0.00	34,925.80	0.00	0.00	0.00	34,925.80
6	Johanna Carey	Chief APA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	110,294.80	0.00	0.00	0.00	110,294.80
7	Nathanael Karnes	Assistant PA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	89,627.08	0.00	0.00	0.00	89,627.08
8	Pamela Losinski	UIFSA Clerk	T.D.	1.00	30.00	100.00	0.30	0.00	0.00	0.00	0.00	73,523.92	22,057.18	0.00	0.00	51,466.74
9	Steven Schryer	IV-D Office Assistant Director	Cert	1.00	100.00	100.00	1.00	0.00	0.00	0.00	0.00	72,662.56	72,662.56	0.00	0.00	0.00
	Subtotal - Non-Administrative Staff			8.50			1.55	0.00		0.00		740,464.68	125,261.34	0.00	0.00	615,203.34
Contracted Employees																
	Subtotal - Contracted Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
L1	SUBTOTAL - NON-ADMIN			8.50			1.55	0.00		0.00		740,464.68	125,261.34	0.00	0.00	615,203.34
L2	NON-ADMINISTRATIVE FTE PERCENTAGES						18.24	0.00		0.00						
Administrative Employees																
	Subtotal - Administrative Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined																
	Subtotal - Non-Admin / Admin Combined			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Personnel			8.50			1.55	0.00		0.00		740,464.68	125,261.34	0.00	0.00	615,203.34
L2	STAFF PERCENTAGES						18.24	0.00		0.00						

Budget Detail - FY 2024 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2024

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

DATA PROCESSING

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Data Processing															
1	Data Processing Equipment	Direct	3,500.00	0.00	0.00	0.00	3,500.00	18.24	638.40	0.00	0.00	638.40	0.00	2,861.60	3,500.00
	Subtotal - Data Processing		3,500.00	0.00	0.00	0.00	3,500.00		638.40		0.00	638.40	0.00	2,861.60	3,500.00
Central Services (DP)															
	Subtotal - Central Services (DP)		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Depreciation															
	Subtotal - Depreciation		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Data Processing		3,500.00	0.00	0.00	0.00	3,500.00		638.40		0.00	638.40	0.00	2,861.60	3,500.00

Budget Detail - FY 2024 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2024

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

OTHER DIRECT

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Other Direct															
1	Postage	Direct	11,244.46	0.00	0.00	0.00	11,244.46	18.24	2,050.99	0.00	0.00	2,050.99	0.00	9,193.47	11,244.46
2	Office Supplies	Direct	14,000.00	0.00	0.00	0.00	14,000.00	18.24	2,553.60	0.00	0.00	2,553.60	0.00	11,446.40	14,000.00
3	Legal Publications	Direct	2,000.00	0.00	0.00	0.00	2,000.00	18.24	364.80	0.00	0.00	364.80	0.00	1,635.20	2,000.00
4	Dues & Memberships	Direct	3,500.00	0.00	0.00	0.00	3,500.00	18.24	638.40	0.00	0.00	638.40	0.00	2,861.60	3,500.00
5	MI Appearances	Direct	100.00	0.00	0.00	100.00	0.00	18.24	0.00	0.00	0.00	0.00	0.00	100.00	100.00
6	Witness Fees/Travel	Direct	1,500.00	0.00	0.00	1,500.00	0.00	18.24	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
7	Telephone/Cell Phones	Direct	5,500.00	0.00	0.00	0.00	5,500.00	18.24	1,003.20	0.00	0.00	1,003.20	0.00	4,496.80	5,500.00
8	Travel & Conferences	Direct	5,500.00	0.00	0.00	0.00	5,500.00	18.24	1,003.20	0.00	0.00	1,003.20	0.00	4,496.80	5,500.00
9	Contracted Services	Direct	2,500.00	0.00	0.00	0.00	2,500.00	18.24	456.00	0.00	0.00	456.00	0.00	2,044.00	2,500.00
10	MGT Services	Direct	6,731.00	6,731.00	0.00	0.00	0.00	18.24	0.00	0.00	0.00	6,731.00	0.00	0.00	6,731.00
	Subtotal - Other Direct		52,575.46	6,731.00	0.00	1,600.00	44,244.46		8,070.19		0.00	14,801.19	0.00	37,774.27	52,575.46
Depreciation - Other Equipment															
	Subtotal - Depreciation - Other Equipment		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Other Direct		52,575.46	6,731.00	0.00	1,600.00	44,244.46		8,070.19		0.00	14,801.19	0.00	37,774.27	52,575.46

Budget Detail - FY 2024 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2024

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

CENTRAL SERVICES

	County Name	Provider's County Total Budget	IV-D Cost	Cost Unallowable for IV-D Contract		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocat ed to P.T&C	IV-D Total	PROFC %	IV-E Share	PT & C Total	Non.IV-D / IV-E Total	% of Cost Plan	Total Amount
				PT&C Cost	Non IV-D Cost												
Central Services																	
1	Wexford	173,613.30	0.00	0.00	0.00	43,403.33	18.24	7,916.77	0.00	0.00	7,916.77	0.00	0.00	0.00	35,486.56	25.00	43,403.33
2	Wexford	173,613.30	0.00	0.00	0.00	130,209.98	18.24	23,750.30	0.00	0.00	23,750.30	0.00	0.00	0.00	106,459.68	75.00	130,209.98
	Subtotal - Central Services	347,226.60	0.00	0.00	0.00	173,613.31		31,667.07		0.00	31,667.07		0.00	0.00	141,946.24		173,613.31
	Total - Central Services	347,226.60	0.00	0.00	0.00	173,613.31		31,667.07		0.00	31,667.07		0.00	0.00	141,946.24		173,613.31

Budget Detail - FY 2024 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2024

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

PATERNITY TESTING

	County Budget Line Item	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Paternity Testing														
1	Paternity Testing	250.00	250.00	0.00	0.00	0.00	18.24	0.00	0.00	0.00	250.00	0.00	0.00	250.00
	Subtotal - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	Total - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	TOTAL EXPENDITURES	1,144,016.74	6,981.00	0.00	1,600.00	961,822.45		165,637.00		0.00	172,618.00	0.00	797,785.45	970,403.45

Budget Detail - FY 2024 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2024

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

FEES AND OTHER INCOME

	County Budget Line Item	Calculation Type	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Service Fees															
	Subtotal - Service Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Final Judgment Fees															
	Subtotal - Final Judgment Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Other Income															
	Subtotal - Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Fees and Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Detail - FY 2024 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2024

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

SOURCE OF FUNDS

County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Federal Incentives														
Subtotal - Federal Incentives		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Total - Source of Funds		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	125,261.34	0.00	615,203.34	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	125,261.34	0.00	615,203.34	0.00
Data Processing				
Data Processing	638.40	0.00	2,861.60	0.00
Central Services (DP)	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	638.40	0.00	2,861.60	0.00
Other Direct				
Other Direct	14,801.19	0.00	37,774.27	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	14,801.19	0.00	37,774.27	0.00
Central Services				
Central Services	31,667.07	0.00	141,946.24	0.00
Total - Central Services	31,667.07	0.00	141,946.24	0.00
Paternity Testing				
Paternity Testing	250.00	0.00	0.00	0.00
Total - Paternity Testing	250.00	0.00	0.00	0.00
TOTAL EXPENDITURES	172,618.00	0.00	797,785.45	0.00
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	0.00	0.00	0.00	0.00
Federal Incentives	0.00	0.00	0.00	0.00

A. CONTRACT DESCRIPTION

COUNTY : Wexford CONTRACT NO : _____
 PROVIDER : _____ FOC _____ PA COM _____
 FISCAL YEAR : 2024 AMENDMENT _____ LINE ITEM TRANSFER _____

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2024 IV-D Budget	Adjustment To 2024 IV-D Budget	Revised 2024 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	1.55	0.00	0.00	8.50
2. % of Total FTE	18.24	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2024 IV-D Budget	Adjustment To 2024 IV-D Budget	Revised 2024 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	125,261.34	0.00	0.00	740,464.68
2. Data Processing	638.40	0.00	0.00	3,500.00
3. Other Direct	14,801.19	0.00	0.00	52,575.46
4. Central Services	31,667.07	0.00	0.00	173,613.31
5. Paternity Testing	250.00	0.00	0.00	250.00
6. TOTAL EXPENDITURES	172,618.00	0.00	0.00	970,403.45
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	172,618.00	0.00	0.00	970,403.45
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	172,618.00	0.00	0.00	970,403.45
13. County Share @ 34.00%	58,690.12	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	113,927.88	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	113,927.88	0.00	0.00	0.00

Budget Detail - FY 2025 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2025

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

PERSONNEL

	Employee Name	Job Title	Type	FTE Count	Child Support %	IV-D Caseload %	IV-D FTE Count	IV-E FTE Count	P.T. & C %	P.T. & C FTEs	PROF C %	Salary & Fringe	IV-D Share	IV-E Share	P.T.& C Share	Non- IV-D / IV-E Share
Non-Administrative Staff																
1	Alisha Colvin	Clerk	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	50,979.52	0.00	0.00	0.00	50,979.52
2	Catherine Wright	Office Administrator	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	99,394.36	0.00	0.00	0.00	99,394.36
3	Cheri Sprik	Victim Advocate	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	68,890.24	0.00	0.00	0.00	68,890.24
4	Corey Wiggins	Prosecutor	T.D.	1.00	20.00	100.00	0.20	0.00	0.00	0.00	0.00	116,166.40	23,233.28	0.00	0.00	92,933.12
5	Heather Dietz	Clerk	Cert	0.50	0.00	100.00	0.00	0.00	0.00	0.00	0.00	28,925.80	0.00	0.00	0.00	28,925.80
6	Johanna Carey	Chief APA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	104,294.80	0.00	0.00	0.00	104,294.80
7	Nathanael Karnes	Assistant PA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	83,627.08	0.00	0.00	0.00	83,627.08
8	Pamela Losinski	UIFSA Clerk	T.D.	1.00	35.00	100.00	0.35	0.00	0.00	0.00	0.00	67,523.92	23,633.37	0.00	0.00	43,890.55
9	Steven Schryer	IV-D Office Assistant Director	Cert	1.00	100.00	100.00	1.00	0.00	0.00	0.00	0.00	66,662.56	66,662.56	0.00	0.00	0.00
	Subtotal - Non-Administrative Staff			8.50			1.55	0.00		0.00		686,464.68	113,529.21	0.00	0.00	572,935.47
Contracted Employees																
	Subtotal - Contracted Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
L1	SUBTOTAL - NON-ADMIN			8.50			1.55	0.00		0.00		686,464.68	113,529.21	0.00	0.00	572,935.47
L2	NON-ADMINISTRATIVE FTE PERCENTAGES						18.24	0.00		0.00						
Administrative Employees																
	Subtotal - Administrative Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined																
	Subtotal - Non-Admin / Admin Combined			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Personnel			8.50			1.55	0.00		0.00		686,464.68	113,529.21	0.00	0.00	572,935.47
L2	STAFF PERCENTAGES						18.24	0.00		0.00						

Budget Detail - FY 2025 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2025

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

DATA PROCESSING

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Data Processing															
1	Data Processing Equipment	Direct	3,000.00	0.00	0.00	0.00	3,000.00	18.24	547.20	0.00	0.00	547.20	0.00	2,452.80	3,000.00
	Subtotal - Data Processing		3,000.00	0.00	0.00	0.00	3,000.00		547.20		0.00	547.20	0.00	2,452.80	3,000.00
Central Services (DP)															
	Subtotal - Central Services (DP)		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Depreciation															
	Subtotal - Depreciation		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Data Processing		3,000.00	0.00	0.00	0.00	3,000.00		547.20		0.00	547.20	0.00	2,452.80	3,000.00

Budget Detail - FY 2025 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2025

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

OTHER DIRECT

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Other Direct															
1	Postage	Direct	7,572.21	0.00	0.00	0.00	7,572.21	18.24	1,381.17	0.00	0.00	1,381.17	0.00	6,191.04	7,572.21
2	Office Supplies	Direct	7,000.00	0.00	0.00	0.00	7,000.00	18.24	1,276.80	0.00	0.00	1,276.80	0.00	5,723.20	7,000.00
3	Legal Publications	Direct	1,000.00	0.00	0.00	0.00	1,000.00	18.24	182.40	0.00	0.00	182.40	0.00	817.60	1,000.00
4	Dues & Memberships	Direct	3,500.00	0.00	0.00	0.00	3,500.00	18.24	638.40	0.00	0.00	638.40	0.00	2,861.60	3,500.00
5	MI Appearances	Direct	100.00	0.00	0.00	100.00	0.00	18.24	0.00	0.00	0.00	0.00	0.00	100.00	100.00
6	Witness Fees/Travel	Direct	1,500.00	0.00	0.00	1,500.00	0.00	18.24	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
7	Telephone/Cell Phones	Direct	5,500.00	0.00	0.00	0.00	5,500.00	18.24	1,003.20	0.00	0.00	1,003.20	0.00	4,496.80	5,500.00
8	Travel & Conferences	Direct	5,500.00	0.00	0.00	0.00	5,500.00	18.24	1,003.20	0.00	0.00	1,003.20	0.00	4,496.80	5,500.00
9	Contracted Services	Direct	2,500.00	0.00	0.00	0.00	2,500.00	18.24	456.00	0.00	0.00	456.00	0.00	2,044.00	2,500.00
10	MGT Services	Direct	6,731.00	6,731.00	0.00	0.00	0.00	18.24	0.00	0.00	0.00	6,731.00	0.00	0.00	6,731.00
	Subtotal - Other Direct		40,903.21	6,731.00	0.00	1,600.00	32,572.21		5,941.17		0.00	12,672.17	0.00	28,231.04	40,903.21
Depreciation - Other Equipment															
	Subtotal - Depreciation - Other Equipment		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Other Direct		40,903.21	6,731.00	0.00	1,600.00	32,572.21		5,941.17		0.00	12,672.17	0.00	28,231.04	40,903.21

Budget Detail - FY 2025 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2025

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

CENTRAL SERVICES

	County Name	Provider's County Total Budget	IV-D Cost	Cost Unallowable for IV-D Contract		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocat ed to P.T&C	IV-D Total	PROFC %	IV-E Share	PT & C Total	Non.IV-D / IV-E Total	% of Cost Plan	Total Amount
				PT&C Cost	Non IV-D Cost												
Central Services																	
1	Wexford	182,293.97	0.00	0.00	0.00	45,573.49	18.24	8,312.60	0.00	0.00	8,312.60	0.00	0.00	0.00	37,260.89	25.00	45,573.49
2	Wexford	182,293.97	0.00	0.00	0.00	136,720.48	18.24	24,937.82	0.00	0.00	24,937.82	0.00	0.00	0.00	111,782.66	75.00	136,720.48
	Subtotal - Central Services	364,587.94	0.00	0.00	0.00	182,293.97		33,250.42		0.00	33,250.42		0.00	0.00	149,043.55		182,293.97
	Total - Central Services	364,587.94	0.00	0.00	0.00	182,293.97		33,250.42		0.00	33,250.42		0.00	0.00	149,043.55		182,293.97

Budget Detail - FY 2025 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2025

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

PATERNITY TESTING

	County Budget Line Item	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Paternity Testing														
1	Paternity Testing	250.00	250.00	0.00	0.00	0.00	18.24	0.00	0.00	0.00	250.00	0.00	0.00	250.00
	Subtotal - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	Total - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	TOTAL EXPENDITURES	1,095,205.83	6,981.00	0.00	1,600.00	904,330.86		153,268.00		0.00	160,249.00	0.00	752,662.86	912,911.86

Budget Detail - FY 2025 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2025

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

FEES AND OTHER INCOME

	County Budget Line Item	Calculation Type	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Service Fees															
	Subtotal - Service Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Final Judgment Fees															
	Subtotal - Final Judgment Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Other Income															
	Subtotal - Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Fees and Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Detail - FY 2025 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2025

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

SOURCE OF FUNDS

County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Federal Incentives														
Subtotal - Federal Incentives		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Total - Source of Funds		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	113,529.21	0.00	572,935.47	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	113,529.21	0.00	572,935.47	0.00
Data Processing				
Data Processing	547.20	0.00	2,452.80	0.00
Central Services (DP)	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	547.20	0.00	2,452.80	0.00
Other Direct				
Other Direct	12,672.17	0.00	28,231.04	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	12,672.17	0.00	28,231.04	0.00
Central Services				
Central Services	33,250.42	0.00	149,043.55	0.00
Total - Central Services	33,250.42	0.00	149,043.55	0.00
Paternity Testing				
Paternity Testing	250.00	0.00	0.00	0.00
Total - Paternity Testing	250.00	0.00	0.00	0.00
TOTAL EXPENDITURES	160,249.00	0.00	752,662.86	0.00
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	0.00	0.00	0.00	0.00
Federal Incentives	0.00	0.00	0.00	0.00

A. CONTRACT DESCRIPTION

COUNTY : Wexford CONTRACT NO : _____
 PROVIDER : _____ FOC _____ PA COM _____
 FISCAL YEAR : 2025 AMENDMENT _____ LINE ITEM TRANSFER _____

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2025 IV-D Budget	Adjustment To 2025 IV-D Budget	Revised 2025 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	1.55	0.00	0.00	8.50
2. % of Total FTE	18.24	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2025 IV-D Budget	Adjustment To 2025 IV-D Budget	Revised 2025 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	113,529.21	0.00	0.00	686,464.68
2. Data Processing	547.20	0.00	0.00	3,000.00
3. Other Direct	12,672.17	0.00	0.00	40,903.21
4. Central Services	33,250.42	0.00	0.00	182,293.97
5. Paternity Testing	250.00	0.00	0.00	250.00
6. TOTAL EXPENDITURES	160,249.00	0.00	0.00	912,911.86
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	160,249.00	0.00	0.00	912,911.86
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	160,249.00	0.00	0.00	912,911.86
13. County Share @ 34.00%	54,484.66	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	105,764.34	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	105,764.34	0.00	0.00	0.00

PERSONNEL

	Employee Name	Job Title	Type	FTE Count	Child Support %	IV-D Caseload %	IV-D FTE Count	IV-E FTE Count	P.T. & C %	P.T. & C FTEs	PROF C %	Salary & Fringe	IV-D Share	IV-E Share	P.T.& C Share	Non- IV-D / IV-E Share
Non-Administrative Staff																
1	Alisha Colvin	Clerk	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	51,979.52	0.00	0.00	0.00	51,979.52
2	Catherine Wright	Office Administrator	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	101,394.36	0.00	0.00	0.00	101,394.36
3	Cheri Sprik	Victim Advocate	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	70,890.24	0.00	0.00	0.00	70,890.24
4	Corey Wiggins	Prosecutor	T.D.	1.00	20.00	100.00	0.20	0.00	0.00	0.00	0.00	118,166.40	23,633.28	0.00	0.00	94,533.12
5	Heather Dietz	Clerk	Cert	0.50	0.00	100.00	0.00	0.00	0.00	0.00	0.00	30,925.80	0.00	0.00	0.00	30,925.80
6	Johanna Carey	Chief APA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	106,294.80	0.00	0.00	0.00	106,294.80
7	Nathanael Karnes	Assistant PA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	85,627.08	0.00	0.00	0.00	85,627.08
8	Pamela Losinski	UIFSA Clerk	T.D.	1.00	38.00	100.00	0.38	0.00	0.00	0.00	0.00	69,523.92	26,419.09	0.00	0.00	43,104.83
9	Steven Schryer	IV-D Office Assistant Director	Cert	1.00	100.00	100.00	1.00	0.00	0.00	0.00	0.00	68,662.56	68,662.56	0.00	0.00	0.00
	Subtotal - Non-Administrative Staff			8.50			1.58	0.00		0.00		703,464.68	118,714.93	0.00	0.00	584,749.75
Contracted Employees																
	Subtotal - Contracted Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
L1	SUBTOTAL - NON-ADMIN			8.50			1.58	0.00		0.00		703,464.68	118,714.93	0.00	0.00	584,749.75
L2	NON-ADMINISTRATIVE FTE PERCENTAGES						18.59	0.00		0.00						
Administrative Employees																
	Subtotal - Administrative Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined																
	Subtotal - Non-Admin / Admin Combined			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Personnel			8.50			1.58	0.00		0.00		703,464.68	118,714.93	0.00	0.00	584,749.75
L2	STAFF PERCENTAGES						18.59	0.00		0.00						

Budget Detail - FY 2026 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2026

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

DATA PROCESSING

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Data Processing															
1	Data Processing Equipment	Direct	3,500.00	0.00	0.00	0.00	3,500.00	18.59	650.65	0.00	0.00	650.65	0.00	2,849.35	3,500.00
	Subtotal - Data Processing		3,500.00	0.00	0.00	0.00	3,500.00		650.65		0.00	650.65	0.00	2,849.35	3,500.00
Central Services (DP)															
	Subtotal - Central Services (DP)		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Depreciation															
	Subtotal - Depreciation		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Data Processing		3,500.00	0.00	0.00	0.00	3,500.00		650.65		0.00	650.65	0.00	2,849.35	3,500.00

Budget Detail - FY 2026 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2026

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

OTHER DIRECT

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Other Direct															
1	Postage	Direct	8,000.00	0.00	0.00	0.00	8,000.00	18.59	1,487.20	0.00	0.00	1,487.20	0.00	6,512.80	8,000.00
2	Office Supplies	Direct	8,058.90	0.00	0.00	0.00	8,058.90	18.59	1,498.15	0.00	0.00	1,498.15	0.00	6,560.75	8,058.90
3	Legal Publications	Direct	1,000.00	0.00	0.00	0.00	1,000.00	18.59	185.90	0.00	0.00	185.90	0.00	814.10	1,000.00
4	Dues & Memberships	Direct	3,500.00	0.00	0.00	0.00	3,500.00	18.59	650.65	0.00	0.00	650.65	0.00	2,849.35	3,500.00
5	MI Appearances	Direct	100.00	0.00	0.00	100.00	0.00	18.59	0.00	0.00	0.00	0.00	0.00	100.00	100.00
6	Witness Fees/Travel	Direct	1,500.00	0.00	0.00	1,500.00	0.00	18.59	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
7	Telephone/Cell Phones	Direct	5,500.00	0.00	0.00	0.00	5,500.00	18.59	1,022.45	0.00	0.00	1,022.45	0.00	4,477.55	5,500.00
8	Travel & Conferences	Direct	5,500.00	0.00	0.00	0.00	5,500.00	18.59	1,022.45	0.00	0.00	1,022.45	0.00	4,477.55	5,500.00
9	Contracted Services	Direct	2,500.00	0.00	0.00	0.00	2,500.00	18.59	464.75	0.00	0.00	464.75	0.00	2,035.25	2,500.00
10	MGT Services	Direct	6,731.00	6,731.00	0.00	0.00	0.00	18.59	0.00	0.00	0.00	6,731.00	0.00	0.00	6,731.00
	Subtotal - Other Direct		42,389.90	6,731.00	0.00	1,600.00	34,058.90		6,331.55		0.00	13,062.55	0.00	29,327.35	42,389.90
Depreciation - Other Equipment															
	Subtotal - Depreciation - Other Equipment		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Other Direct		42,389.90	6,731.00	0.00	1,600.00	34,058.90		6,331.55		0.00	13,062.55	0.00	29,327.35	42,389.90

Budget Detail - FY 2026 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2026

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

CENTRAL SERVICES

	County Name	Provider's County Total Budget	IV-D Cost	Cost Unallowable for IV-D Contract		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocat ed to P.T&C	IV-D Total	PROFC %	IV-E Share	PT & C Total	Non.IV-D / IV-E Total	% of Cost Plan	Total Amount
				PT&C Cost	Non IV-D Cost												
Central Services																	
1	Wexford	191,408.67	0.00	0.00	0.00	47,852.17	18.59	8,895.72	0.00	0.00	8,895.72	0.00	0.00	0.00	38,956.45	25.00	47,852.17
2	Wexford	191,408.67	0.00	0.00	0.00	143,556.50	18.59	26,687.15	0.00	0.00	26,687.15	0.00	0.00	0.00	116,869.35	75.00	143,556.50
	Subtotal - Central Services	382,817.34	0.00	0.00	0.00	191,408.67		35,582.87		0.00	35,582.87		0.00	0.00	155,825.80		191,408.67
	Total - Central Services	382,817.34	0.00	0.00	0.00	191,408.67		35,582.87		0.00	35,582.87		0.00	0.00	155,825.80		191,408.67

Budget Detail - FY 2026 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2026

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

PATERNITY TESTING

	County Budget Line Item	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Paternity Testing														
1	Paternity Testing	250.00	250.00	0.00	0.00	0.00	18.59	0.00	0.00	0.00	250.00	0.00	0.00	250.00
	Subtotal - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	Total - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	TOTAL EXPENDITURES	1,132,421.92	6,981.00	0.00	1,600.00	932,432.25		161,280.00		0.00	168,261.00	0.00	772,752.25	941,013.25

Budget Detail - FY 2026 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2026

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

FEES AND OTHER INCOME

	County Budget Line Item	Calculation Type	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Service Fees															
	Subtotal - Service Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Final Judgment Fees															
	Subtotal - Final Judgment Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Other Income															
	Subtotal - Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Fees and Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Detail - FY 2026 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2026

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

SOURCE OF FUNDS

County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Federal Incentives														
Subtotal - Federal Incentives		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Total - Source of Funds		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	118,714.93	0.00	584,749.75	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	118,714.93	0.00	584,749.75	0.00
Data Processing				
Data Processing	650.65	0.00	2,849.35	0.00
Central Services (DP)	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	650.65	0.00	2,849.35	0.00
Other Direct				
Other Direct	13,062.55	0.00	29,327.35	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	13,062.55	0.00	29,327.35	0.00
Central Services				
Central Services	35,582.87	0.00	155,825.80	0.00
Total - Central Services	35,582.87	0.00	155,825.80	0.00
Paternity Testing				
Paternity Testing	250.00	0.00	0.00	0.00
Total - Paternity Testing	250.00	0.00	0.00	0.00
TOTAL EXPENDITURES	168,261.00	0.00	772,752.25	0.00
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	0.00	0.00	0.00	0.00
Federal Incentives	0.00	0.00	0.00	0.00

A. CONTRACT DESCRIPTION

COUNTY : Wexford CONTRACT NO : _____
 PROVIDER : _____ FOC _____ PA COM _____
 FISCAL YEAR : 2026 AMENDMENT _____ LINE ITEM TRANSFER _____

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2026 IV-D Budget	Adjustment To 2026 IV-D Budget	Revised 2026 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	1.58	0.00	0.00	8.50
2. % of Total FTE	18.59	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2026 IV-D Budget	Adjustment To 2026 IV-D Budget	Revised 2026 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	118,714.93	0.00	0.00	703,464.68
2. Data Processing	650.65	0.00	0.00	3,500.00
3. Other Direct	13,062.55	0.00	0.00	42,389.90
4. Central Services	35,582.87	0.00	0.00	191,408.67
5. Paternity Testing	250.00	0.00	0.00	250.00
6. TOTAL EXPENDITURES	168,261.00	0.00	0.00	941,013.25
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	168,261.00	0.00	0.00	941,013.25
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	168,261.00	0.00	0.00	941,013.25
13. County Share @ 34.00%	57,208.74	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	111,052.26	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	111,052.26	0.00	0.00	0.00

Budget Detail - FY 2027 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2027

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

PERSONNEL

	Employee Name	Job Title	Type	FTE Count	Child Support %	IV-D Caseload %	IV-D FTE Count	IV-E FTE Count	P.T. & C %	P.T. & C FTEs	PROF C %	Salary & Fringe	IV-D Share	IV-E Share	P.T.& C Share	Non- IV-D / IV-E Share
Non-Administrative Staff																
1	Alisha Colvin	Clerk	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	52,979.52	0.00	0.00	0.00	52,979.52
2	Catherine Wright	Office Administrator	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	101,394.36	0.00	0.00	0.00	101,394.36
3	Cheri Sprik	Victim Advocate	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	70,890.24	0.00	0.00	0.00	70,890.24
4	Corey Wiggins	Prosecutor	T.D.	1.00	25.00	100.00	0.25	0.00	0.00	0.00	0.00	118,166.40	29,541.60	0.00	0.00	88,624.80
5	Heather Dietz	Clerk	Cert	0.50	0.00	100.00	0.00	0.00	0.00	0.00	0.00	30,925.80	0.00	0.00	0.00	30,925.80
6	Johanna Carey	Chief APA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	106,294.80	0.00	0.00	0.00	106,294.80
7	Nathanael Karnes	Assistant PA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	85,627.08	0.00	0.00	0.00	85,627.08
8	Pamela Losinski	UIFSA Clerk	T.D.	1.00	38.00	100.00	0.38	0.00	0.00	0.00	0.00	69,523.92	26,419.09	0.00	0.00	43,104.83
9	Steven Schryer	IV-D Office Assistant Director	Cert	1.00	100.00	100.00	1.00	0.00	0.00	0.00	0.00	68,662.56	68,662.56	0.00	0.00	0.00
	Subtotal - Non-Administrative Staff			8.50			1.63	0.00		0.00		704,464.68	124,623.25	0.00	0.00	579,841.43
Contracted Employees																
	Subtotal - Contracted Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
L1	SUBTOTAL - NON-ADMIN			8.50			1.63	0.00		0.00		704,464.68	124,623.25	0.00	0.00	579,841.43
L2	NON-ADMINISTRATIVE FTE PERCENTAGES						19.18	0.00		0.00						
Administrative Employees																
	Subtotal - Administrative Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined																
	Subtotal - Non-Admin / Admin Combined			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Personnel			8.50			1.63	0.00		0.00		704,464.68	124,623.25	0.00	0.00	579,841.43
L2	STAFF PERCENTAGES						19.18	0.00		0.00						

Budget Detail - FY 2027 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2027

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

DATA PROCESSING

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Data Processing															
1	Data Processing Equipment	Direct	3,000.00	0.00	0.00	0.00	3,000.00	19.18	575.40	0.00	0.00	575.40	0.00	2,424.60	3,000.00
	Subtotal - Data Processing		3,000.00	0.00	0.00	0.00	3,000.00		575.40		0.00	575.40	0.00	2,424.60	3,000.00
Central Services (DP)															
	Subtotal - Central Services (DP)		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Depreciation															
	Subtotal - Depreciation		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Data Processing		3,000.00	0.00	0.00	0.00	3,000.00		575.40		0.00	575.40	0.00	2,424.60	3,000.00

Budget Detail - FY 2027 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2027

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

OTHER DIRECT

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Other Direct															
1	Postage	Direct	5,003.95	0.00	0.00	0.00	5,003.95	19.18	959.76	0.00	0.00	959.76	0.00	4,044.19	5,003.95
2	Office Supplies	Direct	8,000.00	0.00	0.00	0.00	8,000.00	19.18	1,534.40	0.00	0.00	1,534.40	0.00	6,465.60	8,000.00
3	Legal Publications	Direct	1,000.00	0.00	0.00	0.00	1,000.00	19.18	191.80	0.00	0.00	191.80	0.00	808.20	1,000.00
4	Dues & Memberships	Direct	3,500.00	0.00	0.00	0.00	3,500.00	19.18	671.30	0.00	0.00	671.30	0.00	2,828.70	3,500.00
5	MI Appearances	Direct	100.00	0.00	0.00	100.00	0.00	19.18	0.00	0.00	0.00	0.00	0.00	100.00	100.00
6	Witness Fees/Travel	Direct	1,500.00	0.00	0.00	1,500.00	0.00	19.18	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
7	Telephone/Cell Phones	Direct	5,500.00	0.00	0.00	0.00	5,500.00	19.18	1,054.90	0.00	0.00	1,054.90	0.00	4,445.10	5,500.00
8	Travel & Conferences	Direct	5,500.00	0.00	0.00	0.00	5,500.00	19.18	1,054.90	0.00	0.00	1,054.90	0.00	4,445.10	5,500.00
9	Contracted Services	Direct	2,500.00	0.00	0.00	0.00	2,500.00	19.18	479.50	0.00	0.00	479.50	0.00	2,020.50	2,500.00
10	MGT Services	Direct	6,731.00	6,731.00	0.00	0.00	0.00	19.18	0.00	0.00	0.00	6,731.00	0.00	0.00	6,731.00
	Subtotal - Other Direct		39,334.95	6,731.00	0.00	1,600.00	31,003.95		5,946.56		0.00	12,677.56	0.00	26,657.39	39,334.95
Depreciation - Other Equipment															
	Subtotal - Depreciation - Other Equipment		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Other Direct		39,334.95	6,731.00	0.00	1,600.00	31,003.95		5,946.56		0.00	12,677.56	0.00	26,657.39	39,334.95

Budget Detail - FY 2027 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2027

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

CENTRAL SERVICES

	County Name	Provider's County Total Budget	IV-D Cost	Cost Unallowable for IV-D Contract		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocat ed to P.T&C	IV-D Total	PROFC %	IV-E Share	PT & C Total	Non.IV-D / IV-E Total	% of Cost Plan	Total Amount
				PT&C Cost	Non IV-D Cost												
Central Services																	
1	Wexford	200,979.10	0.00	0.00	0.00	50,244.78	19.18	9,636.95	0.00	0.00	9,636.95	0.00	0.00	0.00	40,607.83	25.00	50,244.78
2	Wexford	200,979.10	0.00	0.00	0.00	150,734.33	19.18	28,910.84	0.00	0.00	28,910.84	0.00	0.00	0.00	121,823.49	75.00	150,734.33
	Subtotal - Central Services	401,958.20	0.00	0.00	0.00	200,979.11		38,547.79		0.00	38,547.79		0.00	0.00	162,431.32		200,979.11
	Total - Central Services	401,958.20	0.00	0.00	0.00	200,979.11		38,547.79		0.00	38,547.79		0.00	0.00	162,431.32		200,979.11

Budget Detail - FY 2027 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2027

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

PATERNITY TESTING

	County Budget Line Item	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Paternity Testing														
1	Paternity Testing	250.00	250.00	0.00	0.00	0.00	19.18	0.00	0.00	0.00	250.00	0.00	0.00	250.00
	Subtotal - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	Total - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	TOTAL EXPENDITURES	1,149,007.83	6,981.00	0.00	1,600.00	939,447.74		169,693.00		0.00	176,674.00	0.00	771,354.74	948,028.74

Budget Detail - FY 2027 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2027

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

FEES AND OTHER INCOME

	County Budget Line Item	Calculation Type	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Service Fees															
	Subtotal - Service Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Final Judgment Fees															
	Subtotal - Final Judgment Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Other Income															
	Subtotal - Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Fees and Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Detail - FY 2027 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2027

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

SOURCE OF FUNDS

County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Federal Incentives														
Subtotal - Federal Incentives		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Total - Source of Funds		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	124,623.25	0.00	579,841.43	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	124,623.25	0.00	579,841.43	0.00
Data Processing				
Data Processing	575.40	0.00	2,424.60	0.00
Central Services (DP)	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	575.40	0.00	2,424.60	0.00
Other Direct				
Other Direct	12,677.56	0.00	26,657.39	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	12,677.56	0.00	26,657.39	0.00
Central Services				
Central Services	38,547.79	0.00	162,431.32	0.00
Total - Central Services	38,547.79	0.00	162,431.32	0.00
Paternity Testing				
Paternity Testing	250.00	0.00	0.00	0.00
Total - Paternity Testing	250.00	0.00	0.00	0.00
TOTAL EXPENDITURES	176,674.00	0.00	771,354.74	0.00
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	0.00	0.00	0.00	0.00
Federal Incentives	0.00	0.00	0.00	0.00

A. CONTRACT DESCRIPTION

COUNTY : Wexford CONTRACT NO : _____
 PROVIDER : _____ FOC _____ PA COM _____
 FISCAL YEAR : 2027 AMENDMENT _____ LINE ITEM TRANSFER _____

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2027 IV-D Budget	Adjustment To 2027 IV-D Budget	Revised 2027 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	1.63	0.00	0.00	8.50
2. % of Total FTE	19.18	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2027 IV-D Budget	Adjustment To 2027 IV-D Budget	Revised 2027 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	124,623.25	0.00	0.00	704,464.68
2. Data Processing	575.40	0.00	0.00	3,000.00
3. Other Direct	12,677.56	0.00	0.00	39,334.95
4. Central Services	38,547.79	0.00	0.00	200,979.11
5. Paternity Testing	250.00	0.00	0.00	250.00
6. TOTAL EXPENDITURES	176,674.00	0.00	0.00	948,028.74
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	176,674.00	0.00	0.00	948,028.74
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	176,674.00	0.00	0.00	948,028.74
13. County Share @ 34.00%	60,069.16	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	116,604.84	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	116,604.84	0.00	0.00	0.00

PERSONNEL

	Employee Name	Job Title	Type	FTE Count	Child Support %	IV-D Caseload %	IV-D FTE Count	IV-E FTE Count	P.T. & C %	P.T. & C FTEs	PROF C %	Salary & Fringe	IV-D Share	IV-E Share	P.T.& C Share	Non- IV-D / IV-E Share
Non-Administrative Staff																
1	Alisha Colvin	Clerk	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	54,979.52	0.00	0.00	0.00	54,979.52
2	Catherine Wright	Office Administrator	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	103,394.36	0.00	0.00	0.00	103,394.36
3	Cheri Sprik	Victim Advocate	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	72,890.24	0.00	0.00	0.00	72,890.24
4	Corey Wiggins	Prosecutor	T.D.	1.00	25.00	100.00	0.25	0.00	0.00	0.00	0.00	120,166.40	30,041.60	0.00	0.00	90,124.80
5	Heather Dietz	Clerk	Cert	0.50	0.00	100.00	0.00	0.00	0.00	0.00	0.00	32,925.80	0.00	0.00	0.00	32,925.80
6	Johanna Carey	Chief APA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	108,294.80	0.00	0.00	0.00	108,294.80
7	Nathanael Karnes	Assistant PA	Cert	1.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	87,627.08	0.00	0.00	0.00	87,627.08
8	Pamela Losinski	UIFSA Clerk	T.D.	1.00	40.00	100.00	0.40	0.00	0.00	0.00	0.00	71,523.92	28,609.57	0.00	0.00	42,914.35
9	Steven Schryer	IV-D Office Assistant Director	Cert	1.00	100.00	100.00	1.00	0.00	0.00	0.00	0.00	70,662.56	70,662.56	0.00	0.00	0.00
	Subtotal - Non-Administrative Staff			8.50			1.65	0.00		0.00		722,464.68	129,313.73	0.00	0.00	593,150.95
Contracted Employees																
	Subtotal - Contracted Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
L1	SUBTOTAL - NON-ADMIN			8.50			1.65	0.00		0.00		722,464.68	129,313.73	0.00	0.00	593,150.95
L2	NON-ADMINISTRATIVE FTE PERCENTAGES						19.41	0.00		0.00						
Administrative Employees																
	Subtotal - Administrative Employees			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined																
	Subtotal - Non-Admin / Admin Combined			0.00			0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Personnel			8.50			1.65	0.00		0.00		722,464.68	129,313.73	0.00	0.00	593,150.95
L2	STAFF PERCENTAGES						19.41	0.00		0.00						

Budget Detail - FY 2028 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2028

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

DATA PROCESSING

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Data Processing															
1	Data Processing Equipment	Direct	2,800.00	0.00	0.00	0.00	2,800.00	19.41	543.48	0.00	0.00	543.48	0.00	2,256.52	2,800.00
	Subtotal - Data Processing		2,800.00	0.00	0.00	0.00	2,800.00		543.48		0.00	543.48	0.00	2,256.52	2,800.00
Central Services (DP)															
	Subtotal - Central Services (DP)		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Depreciation															
	Subtotal - Depreciation		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Data Processing		2,800.00	0.00	0.00	0.00	2,800.00		543.48		0.00	543.48	0.00	2,256.52	2,800.00

Budget Detail - FY 2028 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2028

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

OTHER DIRECT

	County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Other Direct															
1	Postage	Direct	11,000.00	0.00	0.00	0.00	11,000.00	19.41	2,135.10	0.00	0.00	2,135.10	0.00	8,864.90	11,000.00
2	Office Supplies	Direct	10,217.87	0.00	0.00	0.00	10,217.87	19.41	1,983.29	0.00	0.00	1,983.29	0.00	8,234.58	10,217.87
3	Legal Publications	Direct	1,000.00	0.00	0.00	0.00	1,000.00	19.41	194.10	0.00	0.00	194.10	0.00	805.90	1,000.00
4	Dues & Memberships	Direct	3,500.00	0.00	0.00	0.00	3,500.00	19.41	679.35	0.00	0.00	679.35	0.00	2,820.65	3,500.00
5	MI Appearances	Direct	100.00	0.00	0.00	100.00	0.00	19.41	0.00	0.00	0.00	0.00	0.00	100.00	100.00
6	Witness Fees/Travel	Direct	1,500.00	0.00	0.00	1,500.00	0.00	19.41	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
7	Telephone/Cell Phones	Direct	6,000.00	0.00	0.00	0.00	6,000.00	19.41	1,164.60	0.00	0.00	1,164.60	0.00	4,835.40	6,000.00
8	Travel & Conferences	Direct	5,500.00	0.00	0.00	0.00	5,500.00	19.41	1,067.55	0.00	0.00	1,067.55	0.00	4,432.45	5,500.00
9	Contracted Services	Direct	2,500.00	0.00	0.00	0.00	2,500.00	19.41	485.25	0.00	0.00	485.25	0.00	2,014.75	2,500.00
10	MGT Services	Direct	6,731.00	6,731.00	0.00	0.00	0.00	19.41	0.00	0.00	0.00	6,731.00	0.00	0.00	6,731.00
	Subtotal - Other Direct		48,048.87	6,731.00	0.00	1,600.00	39,717.87		7,709.24		0.00	14,440.24	0.00	33,608.63	48,048.87
Depreciation - Other Equipment															
	Subtotal - Depreciation - Other Equipment		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Other Direct		48,048.87	6,731.00	0.00	1,600.00	39,717.87		7,709.24		0.00	14,440.24	0.00	33,608.63	48,048.87

Budget Detail - FY 2028 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2028

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

CENTRAL SERVICES

	County Name	Provider's County Total Budget	IV-D Cost	Cost Unallowable for IV-D Contract		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocat ed to P.T&C	IV-D Total	PROFC %	IV-E Share	PT & C Total	Non.IV-D / IV-E Total	% of Cost Plan	Total Amount
				PT&C Cost	Non IV-D Cost												
Central Services																	
1	Wexford	211,028.06	0.00	0.00	0.00	52,757.02	19.41	10,240.14	0.00	0.00	10,240.14	0.00	0.00	0.00	42,516.88	25.00	52,757.02
2	Wexford	211,028.06	0.00	0.00	0.00	158,271.05	19.41	30,720.41	0.00	0.00	30,720.41	0.00	0.00	0.00	127,550.64	75.00	158,271.05
	Subtotal - Central Services	422,056.12	0.00	0.00	0.00	211,028.07		40,960.55		0.00	40,960.55		0.00	0.00	170,067.52		211,028.07
	Total - Central Services	422,056.12	0.00	0.00	0.00	211,028.07		40,960.55		0.00	40,960.55		0.00	0.00	170,067.52		211,028.07

Budget Detail - FY 2028 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2028

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

PATERNITY TESTING

	County Budget Line Item	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Paternity Testing														
1	Paternity Testing	250.00	250.00	0.00	0.00	0.00	19.41	0.00	0.00	0.00	250.00	0.00	0.00	250.00
	Subtotal - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	Total - Paternity Testing	250.00	250.00	0.00	0.00	0.00		0.00		0.00	250.00	0.00	0.00	250.00
	TOTAL EXPENDITURES	1,195,619.67	6,981.00	0.00	1,600.00	976,010.62		178,527.00		0.00	185,508.00	0.00	799,083.62	984,591.62

Budget Detail - FY 2028 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2028

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

FEES AND OTHER INCOME

	County Budget Line Item	Calculation Type	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
					PT&C Cost	Non IV-D Cost									
Service Fees															
	Subtotal - Service Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Final Judgment Fees															
	Subtotal - Final Judgment Fees		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Other Income															
	Subtotal - Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
	Total - Fees and Other Income		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Detail - FY 2028 for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2028

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

SOURCE OF FUNDS

County Budget Line Item	Source	Provider's County Total Budget	IV-D Cost	Cost Unallowable		Provider's net Eligible Amount	IV-D Alloc. Factor %	Amount Allocated to IV-D	PT&C Alloc. Factor %	Amount Allocated to P.T&C	IV-D Total	PT & C Total	Non.IV-D Total	Total Amount
				PT&C Cost	Non IV-D Cost									
Federal Incentives														
Subtotal - Federal Incentives		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00
Total - Source of Funds		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00	0.00	0.00

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	129,313.73	0.00	593,150.95	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	129,313.73	0.00	593,150.95	0.00
Data Processing				
Data Processing	543.48	0.00	2,256.52	0.00
Central Services (DP)	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	543.48	0.00	2,256.52	0.00
Other Direct				
Other Direct	14,440.24	0.00	33,608.63	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	14,440.24	0.00	33,608.63	0.00
Central Services				
Central Services	40,960.55	0.00	170,067.52	0.00
Total - Central Services	40,960.55	0.00	170,067.52	0.00
Paternity Testing				
Paternity Testing	250.00	0.00	0.00	0.00
Total - Paternity Testing	250.00	0.00	0.00	0.00
TOTAL EXPENDITURES	185,508.00	0.00	799,083.62	0.00
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	0.00	0.00	0.00	0.00
Federal Incentives	0.00	0.00	0.00	0.00

A. CONTRACT DESCRIPTION

COUNTY : Wexford CONTRACT NO : _____
 PROVIDER : _____ FOC _____ PA COM _____
 FISCAL YEAR : 2028 AMENDMENT _____ LINE ITEM TRANSFER _____

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2028 IV-D Budget	Adjustment To 2028 IV-D Budget	Revised 2028 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	1.65	0.00	0.00	8.50
2. % of Total FTE	19.41	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2028 IV-D Budget	Adjustment To 2028 IV-D Budget	Revised 2028 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	129,313.73	0.00	0.00	722,464.68
2. Data Processing	543.48	0.00	0.00	2,800.00
3. Other Direct	14,440.24	0.00	0.00	48,048.87
4. Central Services	40,960.55	0.00	0.00	211,028.07
5. Paternity Testing	250.00	0.00	0.00	250.00
6. TOTAL EXPENDITURES	185,508.00	0.00	0.00	984,591.62
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	185,508.00	0.00	0.00	984,591.62
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	185,508.00	0.00	0.00	984,591.62
13. County Share @ 34.00%	63,072.72	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	122,435.28	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	122,435.28	0.00	0.00	0.00

Budget Abstract Summary for Title IV-D Cooperative Reimbursement Program - 2024 for Fiscal Year : 2028

Agency: County Of Wexford

Application: Title IV-D Cooperative Reimbursement Program - 2024

Description	2024	2025	2026	2027	2028	Total
SECTION B						
1. FTE Positions	1.55	1.55	1.58	1.63	1.65	7.96
2. % of Total FTE	18.24	18.24	18.59	19.18	19.41	93.66
3. Caseload % (FOC, COM)	100.00	100.00	100.00	100.00	100.00	500.00
SECTION C						
1. Personnel	125,261.34	113,529.21	118,714.93	124,623.25	129,313.73	611,442.46
2. Data Processing	638.40	547.20	650.65	575.40	543.48	2,955.13
3. Other Direct	14,801.19	12,672.17	13,062.55	12,677.56	14,440.24	67,653.71
4. Central Services	31,667.07	33,250.42	35,582.87	38,547.79	40,960.55	180,008.70
5. Paternity Testing	250.00	250.00	250.00	250.00	250.00	1,250.00
6. TOTAL EXPENDITURES	172,618.00	160,249.00	168,261.00	176,674.00	185,508.00	863,310.00
7. Service Fees	0.00	0.00	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00	0.00	0.00
10. SUB TOTAL	172,618.00	160,249.00	168,261.00	176,674.00	185,508.00	863,310.00
11. Federal Incentives	0.00	0.00	0.00	0.00	0.00	0.00
12. NET BUDGET	172,618.00	160,249.00	168,261.00	176,674.00	185,508.00	863,310.00
13. County Share @ 34.00%	58,690.12	54,484.66	57,208.74	60,069.16	63,072.72	293,525.40
14. State Share (IV-D) @ 66.00%	113,927.88	105,764.34	111,052.26	116,604.84	122,435.28	569,784.60
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	113,927.88	105,764.34	111,052.26	116,604.84	122,435.28	569,784.60

Attachments Index

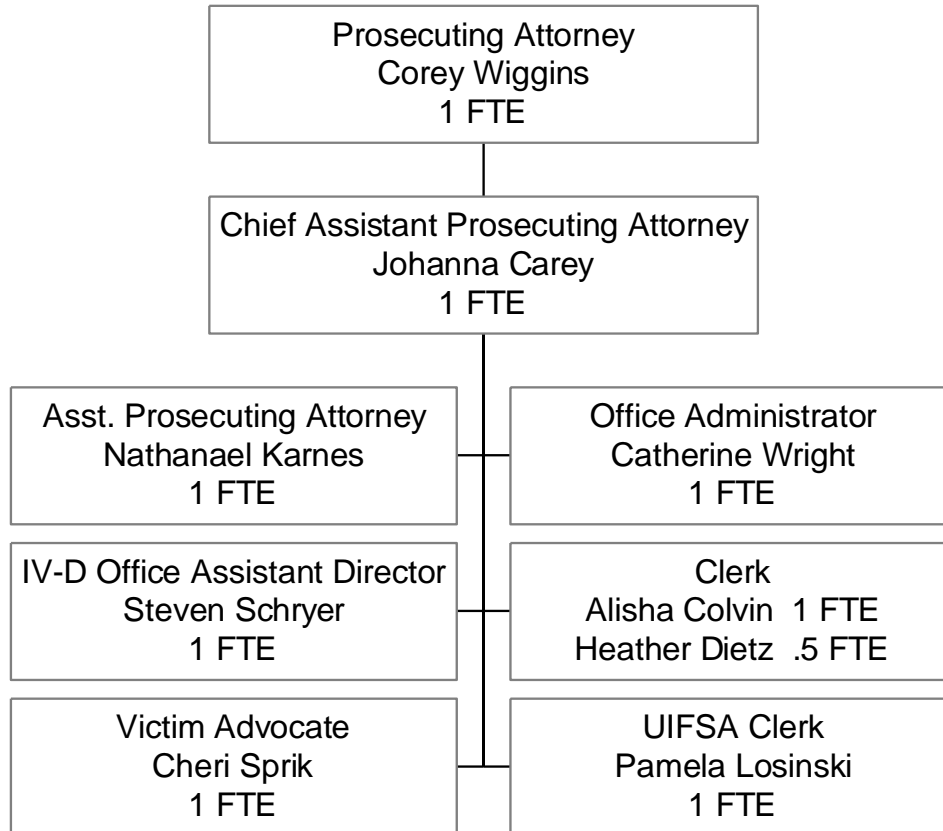
FOR OFFICE USE ONLY:	Version # _____	APP # _____
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#	Section	Title	File Name
1	Section II - Management Plan	559_Wexford PA org FY24-28.pdf	36494_0_559_Wexford PA org FY24-28.pdf
2	Section II - Management Plan	379_IV-D Assistant Director.pdf	36496_0_379_IV-D Assistant Director.pdf
3	Section II - Management Plan	667_Prosecuting Attorney_s UIFSA Clerk Full Time.pdf	36496_1_667_Prosecuting Attorney_s UIFSA Clerk Full Time.pdf

Wexford County, Michigan

Prosecuting Attorney

FY 2024 - 2028



FTEs = 8.50



Wexford County Position Description
Position: IV-D Office Assistant Director
Adopted: August 23, 2023

Summary: To assist the Prosecuting Attorney/IV-D Office Director, by maintaining compliance with IV-D contract performance standards, conducting background investigations for current and new IV-D staff, assign and monitor training for staff members, provide and maintain updated policies for IRS background investigations, in performing investigations for paternity and child support cases, filing court cases, and completing all legal requirements necessary in establishing paternity, obtaining child support, visitation and custody for paternity and family support orders required under the Title IV-D Cooperative Reimbursement Contract.

Supervision Received: Work is performed under the general supervision of the Prosecuting Attorney/IV-D Office Director.

Supervision Exercised: Supervise designed IV-D staff member(s)

Responsibilities and Essential Duties and Functions, An employee in this position may be called upon to do any or all of the following essential duties. These examples do not include all of the duties which the employee may be expected to perform.

1. Plans orderly sequence of investigation, interview and case preparation.
2. Conducts interviews with clients and absent parents to obtain necessary information to file cases and obtain settlements. Discusses and provides information regarding MDHHS/client involvement, child support determination, paternity/family support laws, custody, parenting time, and Prosecutor/Friend of the Court/and Court polices, duties and responsibilities.
3. During interview process, reviews wage statements for both client and absent parent and other information provided by the parties and the Office of Child Support (OCS) to make calculations to arrive at proper level of child support.
4. Conducts appropriate services for each case, scheduling interview/genetic testing/court hearings, preparing all necessary court filing documents, reports, letters, stipulations and orders.
5. Coordinates services for clients with Courts and other agencies.
6. Maintains direct contact with Michigan Department of Health & Human Services child support worker to obtain and provide referral/case information as needed.
7. Prepares and files all documentation and pleadings necessary for use in Court.
8. Conducts mediation sessions, prejudgment, as a means to resolve child support, paternity, custody and/or parenting time disputes. Uses mediation skills to explore issues and options and work toward resolution of the disputes.

9. As a result of mediation, prepares affidavits of parentage, stipulations and orders establishing paternity, child support, custody and parenting time agreements. Obtains all necessary signatures and sends to all parties, filing original with Court.
10. Responds to clients' and non-custodial parents' questions and problems via telephone, letter or in-office interviews on issues of paternity, paternity genetic testing, child support, custody and parenting time. Uses mediation skills to defuse and resolve conflicts.
11. Answers telephones and helps people at the counter with problems regarding the establishment of paternity and child support orders.
12. Monitors Court hearings. When needed, provides testimony in Court as witness regarding custody specifics of case, contact with parties, knowledge of non-custodial parent's income/employment and chain of evidence involving paternity genetic testing.
13. Prepares orders from referee's instructions after hearing, obtains all necessary signatures and sends to all parties, filing original with the Court.
14. Schedules swab collections. Prepares necessary paperwork to accompany genetic test kit, obtains required signatures, witnesses signatures and genetic test kit and mails genetic test kit to lab.
15. Prepares and distributes required information/status to clients, absent parents, friend of the court office, governmental agencies and attorneys.
16. Coordinates service processes with Prosecuting Attorneys, receiving procedural modifications, incorporating such revision and alerting to case irregularities.
17. Monitors referrals and open cases, obtains orders as they are received from MDHSS and files them with the Court.
18. Maintains case files and records all case information on computer.
19. Schedules all referee, Circuit Court default hearings and pre-trial conferences.
20. Monitors compliance with Federal and State regulations.
21. Supervises and provides assistance to the UIFSA Clerk as needed.
22. Perform other duties related to the Office of the Prosecuting Attorney as directed.
23. Monitors compliance with Contract Performance Training Standards
24. Ensures all IV-D staff complete training including, quarterly Confidentiality and Security training, annual customer service training, and Michigan CHILD Support Enforcement System (MiCSES) training.
25. Monitors and Maintains compliance with IV-D contract performance standards.
26. Maintains and processes monthly grant reporting records.

27. Approve monthly IV-D Cooperative Reimbursement Contract reports and submit the final monthly reports to the Treasurer's office.
28. Maintain IV-D records required by the Office of Child Support (OCS)
29. Assist the Office of Child Support during on-site audits
30. Complete State certification through the Michigan State Police CJIS to receive FBI criminal background check information through the state's CHRI system.
31. Establish and maintain a policy and procedure for new hires and current IV-D staff members for IRS Background Investigations requirements.
32. Conduct IRS background investigations
33. Coordinate and conduct the FBI fingerprint-based criminal history checks for members of the staff with access to FTI.
34. Assist The Prosecuting Attorney in determining if IV-D staff and new hires are suitable to access Federal Tax Information (FTI) and therefore work in the IV-D Program.
35. Complete yearly security awareness training and update Office Policy and Procedures with updates in Michigan and Federal laws, policies, and procedures for criminal history records information (CHRI).
36. Maintain the security of the records, report any security breaches and work with local law enforcement in determining the scope of any breach.
37. Ensuring compliance with state and federal laws, regulations, procedures, and policies regarding access, use and dissemination of criminal history records information (CHRI).
38. Ensuring employees, agents and any other person associated with the Prosecutor's Office who have access to CHRI, have received security awareness training.
39. Establish and implement minimum screen requirements for employees within the Prosecutor's Office who have access to CHRI.
40. Ensure the Prosecutor's Office establishes incident response policy, and procedures Including an operational incident handling capability for agency information systems whether physical or electronic. Further track, document, and promptly report a security incident of CHRI to the MSP-CJIC (ISO), Prosecuting Attorney, and/or local Law Enforcement.
41. Assist MSP CJIC and/or the FBI in conducting on-site audits to ensure compliance with state and federal laws, policies, and procedures.
42. Maintain and keep current a list of all employees with a digital or physical access to CHRI and their purpose for access.

Essential Functions, Qualifications, and KSA's for Employment: All of the following functions, qualifications, knowledge, skills, abilities (KSAs) and duties are essential. An employee in this class, upon hire, should have the equivalent of the following:

1. Associates Degree in a related field.

2. Two to four years of directly related, progressively responsible experience, including at least one year of supervisory managerial experience.
3. Must obtain CHRISS Administrator/LASO certification.
4. Must attend State seminars to obtain training as an investigator and keep updated on related laws/procedures.
5. Considerable knowledge of the duties and responsibilities of the Prosecuting Attorney pursuant to the Title IV-D Cooperative Reimbursement Contract.
6. Considerable knowledge of Michigan laws related to paternity, family support and emancipated minor.
7. Ability to work well in stressful situations.
8. Ability to investigate/interview in an efficient and accurate manner.
9. Ability to mediate disputes, solve problems and gain the cooperation of the individuals involved.
10. Ability to work effectively with the public and other employees.
11. Must maintain confidentiality.
12. Must have good communication and organizational skills.
13. Must be proficient with computers and keyboarding, including data entry and Windows programs.

Conditions of Employment: (legal or contractual pre-employment obligations and/or requirements, such as drug testing, background check, ect.)

1. A background check may be required initially and periodically for an individual hired, transferred, reclassified, promoted, or currently working in this job. Appointment to or continued employment in this job is contingent upon a satisfactory background check which may include but is not limited to: confirmation of a persons' identity; review of criminal conviction records; verification of educational degree, license, or certificate required for the position; review of Department of Motor Vehicles records; FBI fingerprint scan; and/or drug and alcohol testing as required and allowable by law



WEXFORD COUNTY POSITION DESCRIPTION

Position: Prosecuting Attorney's Clerk (Full-Time)

- A. **Summary.** Under general supervision, perform a variety of tasks involved in the day to day operation of the Prosecutor's Office including, but not limited to, the processing of criminal files, information and assistance to law enforcement, defense attorneys and the courts, provide assistance to prosecuting attorneys, legal secretarial functions including transcribing dictation, screening callers and visitors, dealing with walk-in public and perform related duties as required.
- B. **Supervision Received.** Works under the general direction of the Office Administrator and the Prosecuting Attorney.
- C. **Supervision Exercised.** None.
- D. **Responsibilities and Essential Duties and Functions.** An employee in this position may be called upon to do any or all of the following essential duties, but is not limited to these specific duties:
1. Serve as secretary to all prosecutors, typing legal and confidential material, organizing, coordinating and processing information, transcribing legal dictation, entering data in computer, preparing warrants and any other paperwork required to process a criminal file. Be able to effectively work with all prosecutors and take direction.
 2. Provide information and assistance to attorney, law enforcement personnel, organizations, agencies, officials and the general public regarding prosecutor policies and procedures. Screen calls and visitors, determining whether a prosecutor's attention is required. Respond to inquiries within the scope of authority and refer others to the proper person.
 3. Process criminal files, including the opening and closing of criminal files, reviewing that all information is included that is necessary for the prosecutors to perform their duties, identifying and correcting any problems, filing and organizing as necessary.
 4. Must have computer, typewriter and copy machine capabilities and have a general knowledge of the operation of the adult and juvenile case tracking systems.
 5. Answer incoming calls, screening and routing calls to the appropriate person and assist the public at the front window.
 6. Be experienced in all departmental processes and be able to complete as required.
 7. In relating to the public, is able to diffuse problems and has the ability to placate the angry, hostile public either by telephone or in person.
 8. Prepare from the schedule all files needed for court appearances.
 9. Perform related duties as required.

Prosecuting Attorney's Clerk (Full-Time)

- E. Essential Functions, Qualifications, Knowledge, Skills and Abilities (KSAs) for Employment.
1. Must have a strong work ethic.
 2. Must have good communication and organizational skills.
 3. Must work effectively with the public, crime victims, fellow employees, prosecutors, police agencies, the court staff, Community Mental Health and Department of Human Services personnel.
 4. Must be proficient with computers and keyboarding, including data entry and Windows programs.
 5. Must have good filing and typing abilities.
 6. General knowledge of the court system, criminal law, and the duties and responsibilities of the prosecutor's office.
 7. This full time position is partly funded by an outside contract and hours and employment status will be reduced or reviewed if the contract changes.
- F. Employment Conditions. For purposes of the Fair Labor Standards Act, this is a "nonexempt" position.

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance & Appropriations Committee
FOR MEETING DATE: May 17, 2023
SUBJECT: Intrado Maintenance Renewal Agreement

SUMMARY OF ITEM TO BE PRESENTED:

Following is the annual Intrado maintenance contract for Central Dispatch.

RECOMMENDATION:

The Finance Committee forwards a recommendation to the full board to approve the Intrado annual maintenance contract in the amount of \$5,229.42 for Central Dispatch.



Company Name: Intrado Life & Safety Solutions Corporation

Maintenance Renewal

for

Wexford County, MI

(Direct Sale)

Quote Number: 73390

Version: 1

May 04, 2023

The terms and conditions available at <https://www.intrado.com/legal-privacy/terms/call-handling> as of the date of this Quote will apply to this Quote, unless the parties have entered into a separate mutually executed agreement, or Customer is purchasing under a cooperative purchasing agreement. The terms of this Quote will govern any conflict with the above-mentioned terms, and Customer's issuance of a purchase order for any or all of the items described in this Quote will constitute acknowledgement and acceptance of such terms. No additional terms in Customer's purchase order will apply. This document contains confidential and proprietary information of Intrado, and such information may not be used or disclosed without prior written consent.

Summary All Sites

Item	Price
Primary Positions	\$5,000.00
Backup Position	\$229.42
Total:	\$5,229.42

Summary - Primary Positions

Item	Price
Maintenance	\$5,000.00
Total:	\$5,000.00

Configuration Parameters - Primary Positions

Site Configuration

Total Positions	2
AntiVirus	4

Maintenance

Total Protection Services	\$5,000.00
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Site: Primary Positions

Item#	Description	Qty	List Price	Selling Price	Total
Total Protection Services					
P10349	Total Protection Service, Primary Position - Year 7	2	\$2,500.00	\$2,500.00	\$5,000.00
				Subtotal	\$5,000.00
				Total	\$5,000.00

Summary - Backup Position

Item	Price
Maintenance	\$229.42
Total:	\$229.42

Configuration Parameters - Backup Position

Site Configuration

Total Positions	1
AntiVirus	1

Maintenance

Total Protection Services	\$71.92
Software Subscription	\$157.50

Site: Backup Position

Item#	Description	Qty	List Price	Selling Price	Total
Software Subscription					
950999/SUB1- BU/1	Software Sub Service - /Position - Back Up Position	1	\$157.50	\$157.50	\$157.50
				Subtotal	\$157.50
Total Protection Services					
P10350	Total Protection Service, Dark Back-up Position	1	\$250.00	\$71.92	\$71.92
				Subtotal	\$71.92
				Total	\$229.42

Notes

- 1 This quote provides Total Protection Services to 2 Primary and 1 Backup position at Wexford County, MI.

Coverage period for 2 Primary positions - March 22, 2023 to March 21, 2024

Coverage period for 1 Backup position -
Software Subscription - Dec 8, 2022 to Dec 7, 2023
Total Protection - Dec 8, 2023 to March 21, 2024

2 **Total Protection Service provide:**

- 24/7 VIPER Alarm (NOC) Monitoring
- 24/7 Remote Technical Support
- Access to all product software updates, enhancements, and new feature releases.
- Access to all future Call Handling platform upgrades at no additional cost i
- Hardware repairs and hardware updates to ensure the Intrado VIPER system is operating at peak performance for the duration of system life cycle.ii
- Anti-Virus Update Service
- OS Update Service
- Cisco IOS updates for standard Intrado supplied Cisco LAN switches

Conditions not covered under this Service offering

- On-site support services are not included, but available for separate purchase.
- Customer is responsible for the installation of all software maintenance releases, unless On-Site Maintenance Services are purchased. If On-Site Maintenance has not been purchased and the customer prefers to have Intrado deploy a new release, Intrado will assign personnel to perform the upgrade on a mutually agreed upon date at Intrado's then current rate for such Professional services.
- Installation support for Call Handling platform upgrades. Installation services can be purchased separately from Intrado.
- Assistance with third-party software or hardware not provided by Intrado.
- Assistance with user configuration, usage scenarios, and items covered in standard end user training or operating manuals provided to the customer. Support for these subjects is available through purchase of end-user training curriculum.
- Assistance with Geographic Information Systems (GIS) data updates performed by the end user or resulting problems.
- Replacement of non-operational hardware not provided by Intrado.
- Replacement of non-operational workstation monitors.
- Hardware items deemed to be non-functional as a result of abuse, Force Majeure or other actions.
- Installation of the replacement hardware, unless On-Site Maintenance Services are purchased.

- 3 **Software Subscription Service** provides the customer with access to software upgrades including new features. This offering only provides for the availability of the software. Installation and training (if needed) are not included. Any required hardware or operating system changes are also not included.

Intrado will provide periodic software release bulletins to customers which announce and explain new feature releases for Intrado software. Customers may then request the new release or version from Intrado based on applicability of the release to customer's system. The customer is responsible for installation of all these releases, unless the On-Site Maintenance Service is purchased. If On-Site Maintenance has not been purchased and the customer prefers to have Intrado deploy a new release, Intrado will dispatch appropriate personnel to perform

the upgrade on a mutually agreed upon date at Intrado's then current prices for such services.

Terms

VENDOR NAME	Intrado Life & Safety Solutions Corporation Include quote number and customer EIN/Tax Identification Number on P.O.
SUBMIT P.O.	erd-ordermanagementteam@intrado.com
PRICING	All prices are in USD Taxes, if applicable, are extra. Handling and Shipping charges are extra unless specified on the quote.
SHIPPING TERMS	FCA (Montreal), INCOTERMS 2010
PAYMENT	Per Contract
DELIVERY	TBD
VALIDITY	Quote expires on October 28, 2023. However, part numbers beginning with Q, such as QXXXXX, constitute unique third-party components. These components, including model and price, (i) may be subject to change at any time; and (ii) are non-cancellable, non-refundable, and non-exchangeable at any time.
COPYRIGHT	The information contained in this document is proprietary to Intrado Life & Safety Solutions Corporation and is offered solely for the purpose of evaluation.

Revision History

Revision Level	Proposal Writer	Notes	Date Revised
1	RSOOR	Original	May 03, 2023

Optional Signature Page

Customer can purchase the products and services in this Quote by:

- Issuing a purchase order for the Total Amount of the quote
- OR
- By signing below

Intrado Quote Number: 73390 Version: 1 Date Issued: May 04, 2023

Total Purchase Amount (Not including Optional Products or Services): \$5,229.42

Please check one: Bill the Total Amount Upfront: Bill Annually:

ACCEPTED AND AGREED:

Customer is committing to the Total Purchase Amount listed above.

Customer Entity Name: Wexford County, MI

Signature: _____

Printed Name: _____

Title: _____

Date Signed: _____

By signing above, Customer acknowledges and agrees with the terms of the box checked below:

A customer purchase order is required to pay any invoice relating to this quote. Customer acknowledges that Intrado will not ship any equipment or software, or commence any services, until it has received customer's corresponding purchase order.

A customer purchase order is NOT required to pay any invoice relating to this quote. The signature above authorizes Intrado to ship, provide services, and invoice customer.

The terms and conditions available at <https://www.intrado.com/legal-privacy/terms/call-handling> as of the date of this Quote will apply to this Quote, unless the parties have entered into a separate mutually executed agreement, or Customer is purchasing under a cooperative purchasing agreement. The terms of this Quote will govern any conflict with the above-mentioned terms, and Customer's issuance of a purchase order for any or all of the items described in this Quote will constitute acknowledgement and acceptance of such terms. No additional terms in Customer's purchase order will apply. This document contains confidential and proprietary information of Intrado, and such information may not be used or disclosed without prior written consent.

THE CIRCUIT COURT

TWENTY-EIGHTH JUDICIAL CIRCUIT

J.3.

STATE OF



MICHIGAN

JASON J. ELMORE
CIRCUIT JUDGE

COUNTIES OF MISSAUKEE AND WEXFORD

COUNTY COURTHOUSE
437 E. DIVISION
CADILLAC, MICHIGAN 49601
circuitcourt@wexfordcounty.org
231-779-9490

May 08, 2023

Wexford County BOC
Finance Committee
437 E. Division Street
Cadillac, MI 49601

Mr. Joseph Porterfield
Interim County Administrator
437 E. Division Street
Cadillac, MI 49601

In Re: LOA 101-168-899.01 Circuit Court Appointed Attorneys

The line accounting for the payment of appointed attorneys covers those appointed for appellate purposes. It covers both those appointed in the felony adult circuit court and the family division in probate court, which falls under the circuit court.

We are seeing an increased number of appeals. The budget for the 2023 fiscal year was set at \$35,000. As of May 8, 2023, the expense item has a balance of \$29,821.52, of which \$18,836.18 is attributable to family division and the remainder to the felony adult court. At present, my office has another 8 requests for appellate counsel pending.

I propose that the LOA be doubled to \$70,000.

Very Respectfully

A handwritten signature in black ink, appearing to read "Jason Elmore", written over a horizontal line.

Hon. Jason Elmore (P67075)
Judge, 28th Circuit Court for
Wexford and Missaukee Counties

CC. Judge Edward VanAlst, Probate/Family Judge

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023	BEG. BALANCE	ACTIVITY FOR	% BDGT USED	AVAILABLE
		AMENDED BUDGET	01/01/2023 NORMAL (ABNORMAL)	MONTH 04/30/2023 INCREASE (DECREASE)		BALANCE NORMAL (ABNORMAL)
Fund 101 - GENERAL FUND						
Expenditures						
101-148-727.00	OFFICE SUPPLIES	7,000.00		164.53	22.00	5,460.30
101-148-729.00	LEGAL PUBLICATIONS	900.00		128.50	14.28	771.50
101-148-744.00	DUES & MEMBERSHIP	1,300.00		11.95	54.00	598.05
101-148-800.00	CONTRACTED SERVICES	12,000.00		1,287.25	28.43	8,588.60
101-148-800.02	MICROFILMING	600.00		0.00	104.63	(27.80)
101-148-800.05	LIEN	0.00		0.00	0.00	0.00
101-148-802.00	COMPUTER SERVICES	15,225.00		3,545.50	46.81	8,098.06
101-148-809.01	JURY FEES & COST	0.00		0.00	0.00	0.00
101-148-810.00	JUVENILE ACCTBLY EXPENSES	0.00		0.00	0.00	0.00
101-148-840.00	REGIONAL DETENTION SUPPORT	0.00		0.00	100.00	(246.16)
101-148-851.00	CELLULAR PHONES	1,300.00		93.05	32.31	880.00
101-148-860.00	TRAVEL & CONFERENCES	1,800.00		310.00	70.53	530.52
101-148-881.00	JUVENILE/PROBATION VISITATION	600.00		14.91	14.40	513.58
101-148-932.00	VEHICLE MAINT & OPERATIONS	1,000.00		0.00	0.00	1,000.00
101-149-702.05	OVERTIME - RAISE THE AGE	0.00		0.00	0.00	0.00
101-149-726.00	POSTAGE - RAISE THE AGE	0.00		0.00	0.00	0.00
101-149-727.00	OFFICE SUPPLIES - RAISE THE AGE	0.00		0.00	0.00	0.00
101-149-800.00	RAISE THE AGE CONTRACTED SERVICES	0.00		260.00	100.00	(260.00)
101-149-809.01	JURY FEES & COST - RAISE THE AGE	0.00		0.00	0.00	0.00
101-149-860.00	TRAVEL & CONFERENCES - RTA	0.00		0.00	0.00	0.00
101-149-881.00	JUVENILE/PROBATION VISITATION - RTA	0.00		0.00	100.00	(10.00)
101-149-932.00	VEHICLE MAINT & OPERATIONS - RTA	0.00		0.00	0.00	0.00
101-151-702.03	PERMANENT EMPLOYEES	0.00		0.00	0.00	0.00
101-151-719.00	SOCIAL SECURITY	0.00		0.00	0.00	0.00
101-151-722.00	WORKERS COMPENSATION	0.00		0.00	0.00	0.00
101-151-726.00	POSTAGE	200.00		0.00	22.82	154.36
101-151-727.00	OFFICE SUPPLIES	2,500.00		170.69	11.50	2,212.40
101-151-728.00	PRINTING	0.00		0.00	0.00	0.00
101-151-802.00	COMPUTER SERVICES	0.00		0.00	0.00	0.00
101-151-860.00	TRAVEL & CONFERENCES	0.00		0.00	0.00	0.00
101-166-702.03	PERMANENT EMPLOYEES	40,232.00		3,096.86	34.55	26,333.32
101-166-702.07	LONGEVITY	390.00		0.00	0.00	390.00
101-166-702.08	SICK PAY	825.00		0.00	0.00	825.00
101-166-719.00	SOCIAL SECURITY	2,544.00		249.68	43.80	1,429.72
101-166-720.00	RETIREMENT	18,300.00		1,245.37	27.57	13,255.58
101-166-721.00	HEALTH INSURANCE	2,000.00		166.67	33.33	1,333.32
101-166-722.00	WORKERS COMPENSATION	346.00		8.31	10.72	308.92
101-166-724.00	LIFE INSURANCE	43.00		1.97	18.33	35.12
101-166-725.00	SICK & ACCIDENT INSURANCE	375.00		44.25	47.20	198.00
101-166-800.00	CONTRACTED SERVICES	0.00		0.00	0.00	0.00
101-168-703.00	CIRCUIT CT TRANSCRIPTS	20,000.00		0.00	7.93	18,414.55
101-168-704.00	DISTRICT CT TRANSCRIPTS	4,000.00		84.60	34.11	2,635.75
101-168-705.00	PROBATE CT TRANSCRIPTS	500.00		0.00	0.00	500.00
101-168-719.00	SOCIAL SECURITY	1,500.00		6.16	18.91	1,216.39
101-168-720.00	RETIREMENT	1,500.00		6.22	18.79	1,218.22
101-168-721.00	HEALTH INSURANCE	500.00		25.85	5.17	474.15
101-168-722.00	WORKERS COMPENSATION	50.00		0.21	19.52	40.24
101-168-809.01	CIRCUIT WITNESS /FEES & TRAVEL	1,500.00		0.00	0.72	1,489.20
101-168-809.02	DISTRICT-WITNESS FEES & TRAVEL	400.00		42.20	10.55	357.80
101-168-809.03	PROBATE-WITNESS FEES & TRAVEL	200.00		0.00	0.00	200.00
101-168-899.00	MONTHLY DRAW-COURT APT ATTY	159,960.00		13,330.00	33.33	106,640.00
101-168-899.01	CIRCUIT CT APPOINTED ATTY	35,000.00		5,353.54	85.20	5,178.48
101-168-899.02	DISTRICT CT APPOINTED ATTY	500.00		0.00	0.00	500.00
101-168-899.03	PROBATE CT APPOINTED ATTY	8,000.00		50.00	6.25	7,500.00
101-168-899.04	HIV BLOOD DRAW	2,000.00		90.00	13.50	1,730.00
101-168-899.05	INDIGENT PROCESS SERVICES	0.00		0.00	0.00	0.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Expenditures							
Department 168 PUBLIC DEFENDER							
01/01/2023			101-168-899.01 CIRCUIT CT APPOINTED ATTY		BEG. BALANCE		0.00
01/19/2023	AP	INV	APPOINTED ATTORNEY 19-28775-NA	CIR CRT	2,750.00		2,750.00
01/19/2023	AP	INV	CHERRY -21-13031-DL	CIR CRT	240.00		2,990.00
01/20/2023	AP	INV	CUTLER	PROB CRT	700.00		3,690.00
01/23/2023	AP	INV	22-13241-FH SAMANTHA HUGHES	CIR CRT	705.80		4,395.80
02/01/2023	AP	INV	21-12980-FH KOWALSKI, TIMOTHY	CIR CRT	751.65		5,147.45
02/02/2023	AP	INV	21-13080-FH ADAM ZAWACKI	CIR CRT	2,611.10		7,758.55
02/03/2023	PR	CHK	SUMMARY PR 02/03/2023		878.90		8,637.45
02/06/2023	AP	INV	08-21227-DC EMILY THIEMAN-COCKRAM	PROB CRT	100.00		8,737.45
02/08/2023	AP	INV	22-13226-FH MALACHI DERSHEM	CIR CRT	133.85		8,871.30
02/08/2023	AP	INV	SHIMEL 18-28357-NA	CIR CRT	1,039.50		9,910.80
03/03/2023	AP	INV	CHERRY 21-13031-DL	159247 PROB CRT	360.00		10,270.80
03/06/2023	AP	INV	19-28755-NA FEBRUARY 2023	PROB CRT	2,039.21		12,310.01
03/10/2023	GJ	JE	TO CORRECT LINE ITEMS	19279	600.00		12,910.01
03/10/2023	GJ	JE	TO CORRECT LINE ITEMS	19279	700.00		13,610.01
03/20/2023	AP	INV	18-28357-NA	PROB CRT	10,107.97		23,717.98
03/21/2023	AP	INV	13-24851-DS JOHN VUGTEVEEN	PROB CRT	100.00		23,817.98
03/21/2023	AP	INV	19-28755-NA	PROB CRT	650.00		24,467.98
04/12/2023	AP	INV	19-28755-NA	PROB CRT	3,830.00		28,297.98
04/25/2023	AP	INV	19-28755-NA	PROB CRT	950.00		29,247.98
04/25/2023	AP	INV	22-13326-FH DRUCE HILL	CIR CRT	573.54		29,821.52
05/08/2023			101-168-899.01	END BALANCE	29,821.52	0.00	29,821.52
TOTAL FOR DEPARTMENT 168 PUBLIC DEFENDER					29,821.52	0.00	
TOTAL Expenditures					29,821.52		29,821.52
TOTAL FOR FUND 101 GENERAL FUND					29,821.52		29,821.52
GRAND TOTALS:					29,821.52		29,821.52

**Wexford County Board of Commissioners
Amendments to the 2023 Budget**

BOC Meeting Date	Acct	Acct Description	Revenue	Expense
2023-05-17	101-101-699.00	General Fund	\$ 35,000.00	
	101-168-899.00	C.C. Appointed Attorney	\$ 35,000.00	
Comment/Reasoning: Circuit Court is seeing an increase in appeals extra funds are required.				

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance & Appropriations Committee
FOR MEETING DATE: May 17, 2023
SUBJECT: Letter of Credit for Financial Assurance Mechanism at the
Landfill

SUMMARY OF ITEM TO BE PRESENTED:

The letter of credit at Fifth Third Bank for the Financial Assurance Mechanism auto renews annually unless changes need to be made to the terms and conditions of the letter. This year, the amount of the LOC has decreased to \$300,000. Because of the decrease, the bank is requiring minutes from the Board approving this change.

RECOMMENDATION:

The Finance Committee recommends the full board approve the renewal of the letter of credit for \$300,000 with Fifth Third Bank required by EGLE for the Financial Assurance Mechanism at the Wexford County Landfill and to continue at the cash secured amount, whether increased or decreased as required by EGLE, until further notice from the Wexford County Board of Commissioners.