

Enhancing lives through work

2017 ANNUAL REPORT

MISSION

Community Work Services is guided by the belief that **all** people have value and that supporting individuals with disabilities to actively participate in all aspects of community life results in a more diverse, compassionate and stronger community for everyone. With that as a foundation, the agency works in partnership with employers to make a positive difference in the lives of the people we support by helping them find and keep individually meaningful community jobs.

SERVICES TO CLIENTS

In 2017, Community Work Services completed its 33rd year of operation, collaborating with over 90 employers in Dane County to provide community-based employment to 81 adults with developmental disabilities. These employers were from both the public and private sector and included large as well as small businesses and organizations (See Attachment #1.)

The 81 clients served in 2017 display the following disabilities or combinations thereof: mild, moderate, severe and profound cognitive disability; visual impairment; hearing impairment; cerebral palsy; epilepsy; autism; brain injury; mild to severe physical limitations; chronic mental illness; and mild to severe behavioral challenges.

Prior to being served by Community Work Services, these individuals attended Dane County special education programs, sheltered workshops, day activity centers, other community based vocational services programs, or resided in nursing homes and/or institutions.

The following is a breakdown of the level of ongoing support provided to each of the 81 clients who were served:

Level of Support

Continuous On-Site Support was provided to 17 clients. This level of support is provided to clients who require a staff person to be on site the entire time they are working. The staff person on site is responsible for providing instruction to clients, quality checking work, coordinating daily activities on site, monitoring client behavior and maintaining positive relationships with clients' supervisors and co-workers.

<u>Daily Contact</u> was provided to <u>35 clients</u>. This level of support is provided to clients who are able to work without direct staff supervision for short periods of time. Daily contact from a staff person may occur anywhere from 1 to 6 times per day. These daily contacts involve providing instruction to clients at key times during their work day, monitoring quality, and communicating with clients' supervisors and co-workers.

Weekly Contact was provided to 15 clients. This level of support is provided to clients who can work without direct staff supervision for one to five days at a time but still require someone to spend time on site and monitor job performance on at least a weekly basis. Weekly contact can occur anywhere from 1 to 4 times per week and involves checking work quality, communicating with clients' supervisors and co-workers, and providing any instruction on site as needed.

Monthly Contact was provided to 14 clients. This level of support is provided to clients who have demonstrated a great deal of independence on the job. Staff visits job sites on a monthly basis to monitor client progress and maintain communication with client, supervisor, and co-workers. During this time, any issues that have surfaced since the last contact can be addressed. If necessary, additional contact time is provided.

Job Retention and Paid Employment

In 2017, Community Work Services had a job retention rate of 98.8%. Community Work Services, Inc. has maintained a job retention rate for its clients of over 95% for the past 24 years (See Attachment #2.) In addition, in 2017, 98.8% of Community Work Services' clients were employed in paid jobs in the community. A listing of each client's job placement(s) is included in Attachment #3.

Fostering Social Relationships

In 2017, continued emphasis was placed on increasing social relationships/activities at the workplace. As a result, almost 100% of the agency's clients participated in social activities with their co-workers either on the job (e.g. pot lucks, Christmas parties, etc.) or outside of work (e.g. dinner at co-worker's house, shopping with co-worker, having co-workers come to watch sporting events that individual is participating in, etc.).

Quality Improvement

In 2017, the agency continued to actively work toward upgrading clients' job placements. As a result, in 2017:

- 5 individuals increased the number of hours worked
- individuals had increased wages
- 6 individuals were placed in an additional placement to supplement their existing positions
- 8 individuals expanded their job responsibilities
- 2 individuals were placed in new jobs
- 4 individuals moved from sub-minimum to minimum wage

COMMUNITY WORK SERVICES, INC. Madison, Wisconsin

STATEMENTS OF FINANCIAL POSITION December 31, 2017 and 2016

	2017	2016
ASSETS		
Current Assets: Cash and Cash Equivalents Accounts Receivable Prepaid Expenses Total Current Assets	\$ 253,296 2,400 11,000 266,696	\$ 245,493 1,600 4,903 251,996
Furniture and Equipment: Less: Accumulated Depreciation Net Furniture and Equipment	5,500 (5,500)	5,500 (5,500)
Other Assets: Security Deposits Total Other Assets	2,050 2,050	2,050 2,050
TOTAL ASSETS	\$ 268,746	\$ 254,046
LIABILITIES AND NET ASSETS		
Current Liabilities: Accounts Payable Accrued Vacation Accrued Liabilities Total Current Liabilities	\$ 299 11,357 - 11,656	\$ 8,142 11,234 333 19,709
Net Assets: Unrestricted - Board Designated Unrestricted - Undesignated	244,445 12,645	234,337
Total Net Assets	257,090	234,337
TOTAL LIABILITIES AND NET ASSETS	\$ 268,746	\$ 254,046

COMMUNITY WORK SERVICES, INC. Madison, Wisconsin

STATEMENTS OF ACTIVITIES For the Years Ended December 31, 2017 and 2016

	2017	2016
UNRESTRICTED NET ASSETS		*****
Revenues and Support:		
Contract Revenue	\$ 933,728	\$ 891,022
Contributions	60,342	62,706
Interest Income	146	249
Miscellaneous Income	6,314	1,200
Total Revenues and Support	1,000,530	955,177
Expenses:		
Program Services	894,096	849,429
Administrative Services	83,681	75,294
Total Expenses	977,777	924,723
Increase (Decrease) in Unrestricted Net Assets Before Transfer	22,753	30,454
Transfer to Community Work Services Foundation, Inc.	_	105,000
Increase (Decrease) in Unrestricted Net Assets	22,753	(74,546)
Net Assets at Beginning of Year	234,337	308,883
Net Assets at End of Year	\$ 257,090	\$ 234,337

1402 Greenway Cross, #200 | Madison, WI 53713 | (608) 233-0115

Attachment #1 Participating Employers as of March 2018

Advanced Employment, Inc. Capitol Centre Market Café Zoma Catholic Multicultural Center City of Madison: City Clerk's Office Fire Department - Station #1 Fire Department - Station #4 Streets Division

Motor Equipment Division

Municipal Court Police Department

County of Dane:

911 Office

District Attorney's Office **Facilities Management**

Human Services Department:

Adult Community Services

Job Center

Recycling

Sheriff's Department

Dane County Credit Union

Double Tree by Hilton-Madison

Edgewood College First Business Bank

First Weber Group

FLAD Affiliated Corporation

Hampton Inn of Madison - East

Husch Blackwell, LLP J.H. Findorff & Son, Inc.

Law Center for Children & Families Madison Metropolitan School District

Madison School District-West H.S. Laundry

Madison School and Community Recreation

Metcalfe's Market

Monty's Blue Plate Diner

Movin' Out, Inc.

National Conference of Bar Examiners

Nature's Bakery Cooperative

Paisan's

Preschool of the Arts

Public Health Madison and Dane County

East Washington Avenue Martin Luther King Boulevard

Q 106-FM

Research Products-April Alre

Rocky Rococo Pan Style Pizza - South

Saint James Catholic Church

Sheraton Madison Hotel

ShopBop

St. Mary's Hospital

State of Wisconsin:

Department of Administration:

Division of Enterprise Technology

Division of State Agency Services

Department of Corrections:

Bureau of Finance & Administrative Services

Bureau of Personnel & Human Relations

Bureau of Technology Management

Division of Community Corrections/Central Records

Division of Community Corrections/Business Office

Division of Community Corrections/Electr. Monitoring

Office of Victim Services Programs

Wisconsin Correctional Center System

Department of Health Services:

Bureau of Developmental Disability Services

Bureau of Quality Assurance

Central Wisconsin Center

Mendota Mental Health

Division of Health/Asbestos & Lead Certification Unit

Division of Health/Vital Records

Office of Legal Counsel

Department of Justice:

Crime Laboratory

Department of Natural Resources

Bureau of Customer Service & Licensing

Human Resources

Department of Safety and Professional Services

Department of Transportation:

Bureau of Financial Services

Bureau of Human Resource Services

Governor's Office

Office of the Commissioner of Insurance

Subway - Sherman Avenue

Total Administrative Services Corporation (TASC)

UBS Financial Services, Inc.

Ultratec

University of Wisconsin:

Camp Randall - Food & Beverage

Kohl Center - Arena Control

Kohl Center - Food & Beverage

McArdle Lab for Cancer Research

Waisman Center

Vita Plus Corporation

Winner, Wixson & Pernitz

Wisconsin Board for People with Developmental Disabilities

Wisconsin Manufacturers & Commerce

WORT Radio Station

Zenith Limousine and Jets, LLC

1402 Greenway Cross, #200 | Madison, WI 53713 | (608) 233-0115

Attachment #1 Participating Employers as of March 2018

Advanced Employment, Inc. Capitol Centre Market Café Zoma Catholic Multicultural Center City of Madison: City Clerk's Office Fire Department - Station #1 Fire Department - Station #4 Streets Division Motor Equipment Division Municipal Court Police Department County of Dane: 911 Office District Attorney's Office Facilities Management Human Services Department: Adult Community Services Job Center Recycling Sheriff's Department Dane County Credit Union Double Tree by Hilton-Madison Edgewood College First Business Bank First Weber Group **FLAD Affiliated Corporation** Hampton Inn of Madison - East Husch Blackwell, LLP J.H. Findorff & Son. Inc. Law Center for Children & Families Madison Metropolitan School District Madison School District-West H.S. Laundry Madison School and Community Recreation Metcalfe's Market Monty's Blue Plate Diner Movin' Out. Inc. National Conference of Bar Examiners Nature's Bakery Cooperative Paisan's Preschool of the Arts Public Health Madison and Dane County East Washington Avenue Martin Luther King Boulevard Q 106-FM Research Products-April Alre Rocky Rococo Pan Style Pizza - South Saint James Catholic Church

Sheraton Madison Hotel

ShopBop St. Mary's Hospital State of Wisconsin: Department of Administration: Division of Enterprise Technology Division of State Agency Services Department of Corrections: Bureau of Finance & Administrative Services Bureau of Personnel & Human Relations Bureau of Technology Management Division of Community Corrections/Central Records Division of Community Corrections/Business Office Division of Community Corrections/Electr. Monitorina Office of Victim Services Programs Wisconsin Correctional Center System Department of Health Services: Bureau of Developmental Disability Services Bureau of Quality Assurance Central Wisconsin Center Mendota Mental Health Division of Health/Asbestos & Lead Certification Unit Division of Health/Vital Records Office of Legal Counsel Department of Justice: Crime Laboratory Department of Natural Resources Bureau of Customer Service & Licensing Human Resources Department of Safety and Professional Services Department of Transportation: Bureau of Financial Services Bureau of Human Resource Services Governor's Office Office of the Commissioner of Insurance Subway - Sherman Avenue Total Administrative Services Corporation (TASC) UBS Financial Services, Inc. Ultratec University of Wisconsin: Camp Randall - Food & Beverage Kohl Center - Arena Control Kohl Center - Food & Beverage McArdle Lab for Cancer Research Waisman Center Vita Plus Corporation Winner, Wixson & Pernitz Wisconsin Board for People with Developmental Disabilities

Wisconsin Manufacturers & Commerce

Zenith Limousine and Jets, LLC

WORT Radio Station

Attachment #2 COMMUNITY WORK SERVICES, INC. JOB RETENTION INFORMATION

Year	Total # of Clients	# of Clients Not Retained in Placement	Retention Rate
Sept. – Dec. 1984	8	0	100.0%
1985	30	2	93.3%
1986	44	2	95.5%
1987	50	4	92.0%
1988	60	5	91.6%
1989	65	6	90.8%
1990	68	.6	91.2%
1991	68	5	92.6%
1992	68	5	92.6%
1993	67	4	94.0%
1994	67	2	97.0%
1995	68	2	97.0%
1996	68	1	98.5%
1997	68	2	97.0%
1998	68	2	97.0%
1999	68	2	97.0%
2000	71	3	95.6%
2001	72	1	98.6%
2002	71	1	98.6%
2003	72	2	97.1%
2004	69	3	95.7%
2005	70	1	98.6%
2006	71	0	100%
2007	70	1	98.6%
2008	72	0	100%
2009	73	2	97.2%
2010	77	0	100%
2011	77	2	97.4%
2012	79	1	98.7%
2013	79	1	98.7%
2014	80	1	98.8%
2015	79	0	100%
2016	79	1	98.7%
2017	81	1	98.8%

Attachment #3 COMMUNITY WORK SERVICES – CLIENT LIST 2017

	DATE		HOURS PER			
CLIENT	PLACED	JOB PLACEMENTS	WEEK	PAYMENT	REASON FOR LEAVING	COMPANDA
. KA	9/84	Lombardino's		3.85/Hr.	4/96 Quit. Desired new job.	GOALS FOR 2018
	4/96	Pasqual's-Atwood		5.15/Hr.	4/30/02 Business closed.	
	8/02	Day Break Café		5.15/Hr.	6/04 Fired	
	7/04	City Madison Police Dept.	19.75	7.25/Hr.		Maintain in current jobs.
	7/05	Dane Cty Northport		8.96/Hr.		ivianiam in carrent jobs.
	6/06	Madison Health Dept.	İ	7.43/Hr.	7/15 Job phased out	
	8/15	Dane Cty-CCB		8.96/hr	•	
2. MA	1/93	Dept. Regulation & Licensing		3.18/Hr,	6/93 Left due to health problems.	
	1/89	Waisman Center Info. Program		5.15/Hr.	8/04 Left to increase hours at DOC.	
	6/94	Waisman Center Pre-school		5.15/Hr.	No longer interested in job	
	9/01	Dept. Of Corrections	3.0	7.25/Hr.	_	Maintain in current job.
3. JB	11/95	Vita Plus		5.00/Hr. +	8/96 Laid off.	
	10100	****		Benefits		
	10/99	Wheelchair Recycling Pgm.		Volunteer	11/01 Quit. Not interested in volunteering.	
	9/96	Kohl's-University Ave.		12.21/Hr. +	4/03 Business closed.	
	5,00			Benefits		
	5/03	Copps – University Ave.	11	12.75/Hr.	Too physical for Jeff	Maintain in current jobs
	9/10	Maple Bluff Fire Station		Volunteer	·	, , , , , , , , , , , , , , , , , , , ,
	5/11	Blue Moon		7.25/Hr.		
	2/16	County of Dane- Job Center		8.36/Hr.	Lack of work	
4. AB	11/16	City of Madison-Streets Div.		8.62/Hr.		
٦. AB	9/86	MATC – Duplicating Center – Food Service		Training		
	8/88	Pizza Hut		Stipend	9/89 Desired new paid placement.	
	9/90	Madison Fire Station		2.75/Hr.	- Inc	
	6/97	Pet World Warehouse		T. Stipend	5/90 Desired new placement.	
	6/90	Edgewater Hotel		5.15/Hr.	8/00 Moved to paid employment.	
	8/00	Edgewood College		5.15/Hr. 6.50/Hr.	8/00 Desired new placement.	
	5/05	Elks Club		7.00/Hr.	1/05 Laid off.	
	6/05	Hampton Inn		7.00/Hr. 7.00/Hr.	2/07 Left for serious back issue (surgery).	
	6/07	Dept. of Corrections	26	7.00/Hr. 7.25/Hr.	2/07 Left for serious back issue (surgery).	
	6/07	Office of Commissioner of Ins.	20	7.25/Hr.		361711
. ar	0.10			7.237111.		Maintain in current jobs.
5. SB	8/04	Pizzeria Unos		7.00/Hr. +	3/06 Left for better job.	
	6/07	Dane Cty. Human Services -				
	1/06	Payee Unit		7.25/Hr.	9/13 Left for new job.	Maintain in current jobs.
	9/13	WI Dept of Administration		12.19/Hr.		
	12/17	WKOW City of Madinan Assessment	25	7.25/Hr.	8/16 Left-felt under challenged	
6. SB	5/10	City of Madison Assessors Dept. of Corrections		7.25/Hr.		
0. 55	5/10	Dane County Sheriff's Office	11.5	7.25/Hr.		
7. BB	6/86	Madison Housing Authority		8.46/Hr. 5.31/Hr.	1 4/10 John Land	Maintain in current jobs.
	1/00	Common Council		5.47/Hr.	4/10 Job phased out due to lack of work.	
	6/86	Bureau of Personnel &		7.25/Hr.	4/10 Job phased out due to lack of space.	
		Employee Relations		1.201111.		
	4/10	Office of Commissioner of	26	7.50/Hr.		
		Insurance				Maintain in assessed in 1
		Community Skills Activities				Maintain in current jobs.
8. TB	10/88	MATC Bookstore		Volunteer	8/89 Desired new position.	
	9/90	City of Madison Police Dept.		Volunteer	3/93 Moved to better job match	
	10/88	Department of Corrections		4.25/Hr.	3/94 Fired.	
	3/93	WI Craft Market		4.25/Hr.	3/94 Quit due to mental health issues.	
	7/95	Pasqual's Production		5.15/Hr.	12/00 Restaurant closed.	
	5/95	Great Harvest Bread Co.		5.15/Hr.	8/03 Laid off.	
	8/95	Methodist Church		Volunteer	11/02 Desired paid employment.	
	6/01	Planned Parenthood		T. Stipend	5/08 Left for paid employment.	
	11/02	Law Center for Children and	17.25	•	paid employment.	Maintain in current jobs.
	7.04	Families		7.25/Hr.		
	7/04	Natures Bakery		8.25/Hr.		
O ID	3/07	Dane County Recycling		8.46/Hr		4
9. JB	4/84	Ovens of Brittany-Shorewood		3.45/Hr.	6/87 Quit. Desired new job.	
	6/87	Wis. Manufacturers &		3.90/Hr.	1/91 Fired	
	5/91	Commerce				
ļ	7/91	Monty's Blue Plate Diner		4.25/Hr.	9/91 Fired.	
-	7/91	Dept. of Revenue		3.71/Hr.	12/92 Laid off.	
	1/92	Dept. of Transportation		4.25/Hr.	2/95 Desired new job.	
	2/95	Boelter & Lincoln Advertising Dept. of Corrections		4.25/Hr.	2/95 Job was phased out.	
1	4173	Dept. of Corrections		5.15/Hr.	4/02 Fired.	ŀ

CLIENT	DATE PLACED	JOB PLACEMENTS	HOURS PER WEEK	PAYMENT	REASON FOR LEAVING	GOALS FOR 2018
	8/02 9/08 9/03 7/15	Gumby's Pizza Toppers Pizza Pasqual's Office of Commissioner of Insurance	8	6.55/Hr. 7.25/Hr. 7.25/Hr. 7.25/Hr.	9/08 Left due to decline in business. 5/11 Left due to more hours at other job. 7/15 Quit-desired new job	Maintain in current jobs.
10. AB	2/14	Dept. of Safety & Professional Services	29	7.25Hr.		Maintain in current jobs.
	2/13	April Aire – Research Products		7.50/Hr.		
11. AB	7/01 4/96 1/01	Bureau of Developmental Disabilities WI. Council on Developmental Disabilities Movin' Out	- - 26	10.00/Hr. 7.60/Hr.	6/06 Reduced work schedule due to health reasons. 2/09 Work phased out-increased Facilities Management hours.	Maintain in current jobs.
	1/01 6/08	Dane Co. Dist. Attorney Office Dane Co. Facilities Mgnt.		8.46/Hr. 7.25/Hr.	7/15Increased hours at Movin'Out	
12. SC	3/06	Dept. of Corrections	12	7.25/Hr.		Maintain in current job
13. ZC	1/17	Shop Bop	20	11.50		Maintain in current job
14. LC	9/87 9/91 6/92 7/93 5/93 7/97 7/95	Hardee's-Milwaukee Ave. Videoland Dept of Justice Methodist Daycare Meriter Adult Services Adworld Dane Co. Public Health Nursing DOC-Parole Commission	 18	3.05/Hr. 3.85/Hr. 3.42/Hr. Volunteer Volunteer 5.15/Hr. 7.25/Hr.	5/92 Desired new placement. 7/92 Desired new placement. 1/93 Fired. 9/93 Fired 7/97 Desired new paid placement. 11/98 Laid off. 3/14 Work phased out. Increased DOC hours.	Maintain in current job.
15. MD	10/85 9/93	Central WI Center-Pharmacy City of Madison Assessor's	17.50	8.00/Hr. 6.64/Hr.	4/14 Retired.	Maintain in current job
16. ND	3/85 3/85 6/92 4/94 10/89	MATC Library/Bookstore American Red Cross High Point Church Dane Co. Juvenile Recp. Ctr. Dane Co. Facilities Mgnt. Community Skills Activities	 25	T. Stipend Volunteer Volunteer 8.46/Hr. 8.46/Hr.	9/89 Desired new paid placement. 5/92 Desired new volunteer placement 2/93 Increased hours at DHCS.	Maintain in current jobs.
17. EE	9/96 10/07	Concourse Hotel Sheraton Hotel	15	7.02/Hr. 11.42/Hr.	9/07 Quit. Desired new placement.	Maintain in current job.
18. SE	4/87 1/01	CUNA Mutual Insurance Vita Plus	40	16.85/Hr. 13.00/Hr.+ Benefits	11/00 Fired	Maintain in current job.
19. RE	10/08 8/12	DNR DOT	19	7.91 7.25	7/16-Did not want to do computer work	
20. TF	11/91 2/96 1/86 1/93 5/96 9/97 5/17 2/17	Toys R Us American Red Cross Pizzeria Uno Municipal Bdg. Recycling Pgm Ofc of Commission of Ins. Dane Co. Recycling-Job Center Natures Bakery Public Health Nursing	24	6.95/Hr. + Benefits Volunteer 7.25/Hr. 8.45/Hr. 7.25/Hr. 8.46/Hr. 8.25/Hr. 8.46/Hr.	2/96 Laid off. 9/97 Quit. Desired paid job. 10/09 business closed increased rec. hours 11/16 Business moved to new location 5/17 New job to enhance independence 12/17 Moved to Rock County 12/17 Moved to Rock County 12/17 Moved to Rock County	Maintain in current jobs. Maintain in current jobs.
21. SF	3/14	ShopBop Warehouse	20	12.00/Hr.		Maintain in current job.
22. BF	12/11 10/11	MMSD Q106	18	7.25/Hr. 10.00/Hr.		Maintain in current jobs.
23. FF-G	5/16 6/16	Dane County Recycling County of Dane Recycling County of Dane-District Attorney	12	8.46/Hr. 8.36/Hr. 8.36/Hr.	3/17 Stopped receiving services per Mom's request 3/17 Stopped receiving services per Mom's request	Maintain in current jobs.

CLIENT	DATE PLACED	JOB PLACEMENTS	HOURS PER WEEK	PAYMENT	REASON FOR LEAVING	GOALS FOR 2018
24. MF	8/85	WI Mutual Insurance	16.25	3.65/Hr.	3/90 Business moved to location off bus line.	Maintain in current job.
	6/90	State of WI Governor's Office	10.23	7.25/Hr.	inic.	
25. JG	9/03	Wyngaard Law Offices		5.15/Hr	1/04 Job phased out.	
	5/03 2/04	Copps Food Stores Department of Corrections	22	6.50/Hr. 7.25/Hr.	2/04 Desired new clerical position.	
26. MG	6/13	Madison Fire Stn. #1	7.50	7.25/Hr.		Maintain in current job.
	6/13	Madison Fire Stn. #4	7.50	7.25/Hr.		
27. JH	6/13	Dane Cty. Facilities Mgnt.		8,46/Hr.		Maintain in current jobs.
	4/17	Preschool of the Arts Camp Randall Food and Beverage	42.5	9.36/Hr. 8.25/Hr.		Maintain in current jobs.
28. JJ	9/08	Ultratec	20	11.27/Hr.		
	5/09 9/17	Blackhawk County Club Mendota Mental Health		7.25/Hr.	Seasonal employment May-Sept.	Maintain in current jobs.
	3,1,	Wendota Wentai Health		11.25Hr.		
29. RK	10/08	State of WI. Dept of Natural Resources	15	7.65/Hr.		Maintain in current jobs.
30. EK	10/90 1/91	State of Wis. – DOA		4.03/Hr.	10/91 Fired.	
	1/91	Madison Police Dept. Humana Health		Volunteer T. Stipend	7/92 Fired. 9/03 Move to better job match.	
	5/00	Health Department	10.5	7.25/Hr.	7/15 Job phased out	Maintain in current jobs.
	11/03	Dept. of Corrections		7.25/Hr.		Mamain in carrent joos.
31. KK	3/84	City Clerk's Office Community Skills Activities	21	7.46/Hr.		Maintain in current job.
32. DK	9/09	Madison West High School	27.50	7.25/Hr.		Maintain in current job.
33. KK	10/10 8/14	Dept. of Natural Resources Husch, Blackwell LLP	28.50	8.08Hrs. 7.85/Hr.		Maintain in current jobs.
34. LK	3/87 4/86	Dane Co. Recycling Program Bureau of Personnel and Employee Relations Community Skills Activities	27.50	8.46/Hr. 7.25/Hr.		Maintain in current jobs.
35. JK						
	3/88 6/89 4/90	Park Bank Dane Co. Credit Union Department of Corrections	21.50	4.50/Hr. 8.00/Hr. 7.86/Hr. + Benefits	1/89 Fired.	Maintain in current jobs.
36. DK	3/93	Madison Mutual Housing Assc		5.50/Hr.	3/00 Business closed.	
	11/86 1/03	Bureau of Quality Assurance Capitol Center Foods Winner Wixon & Pernitz	4	5.15/Hr. 7.25/Hr. 7.25/Hr.	12/02 Project ended. Laid off. 4/16 Retired	Maintain in current jobs.
37. TL	10/83	Meadowridge Library		Volunteer	4/88 Quit.	-
	10/83	WI Mutual Insurance		3.80/Hr.	8/91 Laid off. Job was phased out.	
	2/92 10/95	Dane Co. District Attny's Ofc. Dept. of Justice-Crime Info		5.15/Hr. 6.50/Hr.	8/00 Quit. Desired more challenging job.	
		Bureau		U.5U/III.	7/07 Job phased out.	
	2/08 8/00	Dept. Regulation & Licensing Office of Vital Records		6.55/Hr.	4/09 Fired	
	2/10	Dept. of Transportation	10	7.25/Hr. 7.25/Hr.		361411
10 171	0.002					Maintain in current jobs.
88. KL	8/02 6/06	Stafford and Rosenbaum Boston Store		6.00/Hr.	1/04 Fired	
	3/00	Sentry	12	8.00/Hr. 12.11/Hr.	Quit	Maintain in ann
9. AL	0/00	Doub				Maintain in current job.
op. AL	9/00 7/03	Borders Dept. of Corrections	25.50	8.22/Hr.	Laid off due to economy.	
	6/03	State of WI Bureau of Long	25.50	7.25/Hr.		
-	5/00	Term Support		8.25/Hr.		
0. KL	5/09 8/86	Department of Transportation MATC – Duplicating Center		7.25/Hr.		Maintain in current jobs.
U. KI	8/86	MATC – Duplicating Center MATC – Food Service		Training Stipend	8/89 Desired new placement.	
O. KL			- (9/89 Desired new placement.	
O. KL	11/89	Madison Fire Station #3		1. Stipend	D/UI Increased days at Radger Coh	1
V. KL	11/89 3/97	Badger Cab		T. Stipend 7.25/Hr.	6/01 Increased days at Badger Cab. 6/12 Let go due to financial restraints.	
-0. KL	11/89		27.5		6/12 Let go due to financial restraints.	

CLIENT	DATE PLACED	JOB PLACEMENTS	HOURS PER WEEK	PAYMENT	REASON FOR LEAVING	GOALS FOR 2018
	4-16	Community Skills Activities City of Madison-Public health Nursing		8.46/Hr.	better.	GOALS FOR 2010
41. NL	3/89 2/90 11/91	Hardee's-University Ave. Video Station-University Ave. Dept. of Transportation Community Skills Activities	13	2.85/Hr. 3.20/Hr. 7.25/Hr.	11/91 Move to more challenging job. 8/14 Business closed.	Maintain in current job.
42. TL	7/87 2/89 3/97 4/87 10/12	MATC-Duplicating Madison Fire Station #3 Badger Cab Bureau of Quality Assurance Fleet Services Community Skills Activities	 28	T. Stipend T. Stipend 7.25/Hr. 7.25/Hr. 8.40/Hr.	1/89 Fired. 6/01 Increased hours at Badger Cab. 6/12 Let go due to financial restraints.	Maintain in current jobs.
43. PL	6/87 12/89 6/93 2/96 7/03	Bruce Company Division of Health Heartland Properties Dane Co. Sheriff's Dept. Dept. of Corrections	 9.25	3.75/Hr. 5.00/Hr. 5.00/Hr. 6.55/Hr. 7.25/Hr.	8/90 Quit. Seasonal employment. Desired to increase hours working at Divn Health. 1/94 Fired 3/95 Fired. 4/09 Fired increase days at DOC.	Maintain in current job.
44. GL	1/95 5/03 6/09 10/11 5/13	Kohl's Food Emporium Copps Food Center U.W. Welcome Center 1st Business Bank Dream Bikes	 10	11.25/Hr. + Benefits 12.90/Hr. 7.25/Hr. 7.25/Hr. Volunteer	4/03 Business sold to Copps. 7/11 Quit 8/11 Laid off.	Maintain in current jobs.
45. RM	3/84 3/84 4/89 5/01	YMCA City of Madison Health Dept. Dane Co. Sheriff's Dept. Bureau of Personnel & Employee Relations.	28.75	Volunteer 3.68/Hr. 3.86/Hr. 7.25/Hr.	4/89 Desired new paid placement. 3/01 Quit. 3/01 Desired new placement.	Maintain in current job.
46. SM	3/84 3/84 10/07	Dane Co. Juvenile Detention City Clerk's Office Dane County Facilities City Management	8	4.43/Hr. 7.47/Hr. 8.46/Hr.	10/07 Job phased out.	Maintain in current jobs.
47. RM	1/88 11/88 5/93	Material World Co-op Wis. Coalition for Advocacy Dept. of Transportation	 8	4.25/Hr. 4.37/Hr. 7.25/Hr.	7/93 Needed different job-health reasons. 4/92 Quit.	Maintain in current job.
48. RM	2/12 5/12 8/15 2/17	WBPDD Fleet Services Zenith Limousines & Jets LLC MSCR City Club	25	12.00/Hr. 8.83/Hr. 8.00/Hr. 11.00/Hr.		Maintain in current jobs.
49. AM	5/13 2/15 3/17	U. W. Kohl Center Jimmy John's-State Street Capital Center Market	2	8.50/Hr. 7.25/Hr. 8.50/Hr.	9/14 Fired 3/17 Fired	Maintain in current job
50. MM	6/86 8/90 8/90 10/06 7/98 3/01 6/86 6/07 4/10	Madison Fire Station #1 InnTowner Hotel Juvenile Detention Edgewood College Madison Health Dept. Dane Co. Sheriff's Dept Bureau of Personnel & Employee Relations Dept. of Corrections Dane County Recycling (911)	32	Training Stipend 3.80/Hr. 2.62/Hr. 6.55/Hr. 3.18/Hr. 7.25/Hr. 7.25/Hr. 8.46/Hr.	8/90 Moved to more independent job. 1/91 Fired. 7/99 Transferred to Health Dept. 6/07 Job was phased out. 10/06 Moved to less sedentary job. 4/10 Moved to job with more support.	Maintain in current jobs.
51. LM	4/87 6/89 11/89 7/92 2/93 4/94 7/92 1/00 3/01	Community Skills Activities Orvis' Deli Court Commissioner's Office Edgewood College Dane Co. Print Shop St. Mary's Healthworks Dane Co. Human Services Dane Co. District Attorney's Dept of Transportation Dane County Recycling Community Skills Activities	26.75	1.34/Hr. 4.25/Hr. 2.12/Hr. 4.25/Hr. T. Stipend 8.46/Hr. 7.25/Hr. 8.46/Hr.	6/89 Business closed. 7/92 Office relocated-space limitations. 2/93 Moved to better job match. 4/94 Moved to more interesting placement 12/99 Office move to less desirable location for transportation. 5/06 Left for less sedentary position.	Maintain in current jobs.
52. RM	8/89 5/91 5/94 6/95 10/98 10/96	Washington Host Madison Fire Station #4 1st United Methodist Church Bayview Foundation City of Madison Public Library Home Savings		3.65/Hr. Volunteer Volunteer Volunteer Volunteer 7.25/Hr.	3/90 Business closed. 6/95 Desired additional paid job. 8/97 Job requirements changed. 9/98 Wanted different volunteer job. 2/09 Job phased out. 11/12 Business moved to less desirable	

CLIENT	DATE PLACED	JOB PLACEMENTS	HOURS PER WEEK	PAYMENT	REASON FOR LEAVING	GOALS FOR 2018
	4/00				location & downsized.	GUALS FUR 2018
	4/90	State St. Brats	30	7.25/Hr.	5/17 Retired- no longer good job match	
	6/96	Meriter Hospital	1	Volunteer	9/16 Chose to stop volunteering.	
	10/13	Municipal Court		8.00/Hr.		Maintain in current jobs.
	5/15	Community Skills Activities				The state of the s
	5/17	Office of Commissioner of		7.25/Hr.		
	5/17	Insurance				
	3/1/	Dane County Facilities Management		8.46/Hr.		
53. PM	12/95	Pasqual's-Monroe St.				
	10/07	Blue Moon (Summer Only)		7.25/Hr.	Left for job in Food Service at Kohl Ctr.	
	5/09	1 st Methodist Church Food		Volunteer	5/11 Chose not to return. 5/11 Lack of work.	
	8/00	Kohl Center (Arena Control)	22.5	8.00/Hr,	3/11 Lack of Work.	1
	8/03	Kohl Center Food Service	22.3	8.00/Hr.		Maintain in current jobs
	4/12	Kohl Center Facilities Mgmt.		7.25/Hr.	7/15 Increased work in other areas	
74 TO 1	110.6					
54. DN	4/86	State of WI- Dept. of Health	7.5	7.25/Hr.		Maintain in current job.
		Services				, , , , , , , , , , , , , , , , , , , ,
55. EO	1/82	VA Hospital – Pharmacy		Value	1/00 7	
	9/87	National Guardian Life		Volunteer 4.25/Hr.	1/88 Position phased out.	
	10/93	Dept. of Justice		4.25/Hr. +	10/93 Desired more challenging alarmout	
				Benefits	Desired more challenging placement 6/95 Position phased out.	
	10/86	Heartland Credit Union		7.75/Hr.	12/04 Business moved to less desirable	
				7.75/111.	location.	
	1/05	Madison Public Library		Volunteer	7/06 No longer desired volunteer job.	
	6/95	Findorff	23	7.35/Hr.	was the length desired volunteer job.	Maintain in current jobs.
	8/03	WORT Radio Station		Volunteer		iviamam in current jobs.
	2/05	Nat'l Conf of Bar Examiners		7.25/Hr.		
6. MO	7/16 9/87	AprilAire Research Products		7.25Hr.		1
o. MO	6/93	Wendy's-E. Washington		3.80/Hr.	6/93 Desired new placement.	
	3/94	WI School of Electronics	22.55	3.50/Hr.	2/94 Laid off.	
	3/74	Dane Cty. Recycling. Community Skills Activities	33.75	8.46/Hr.		Maintain in current job.
7. JP		Community Dains Activities				
	11/86	McKee's Restaurant		3.35/Hr.	8/88 Business closed.	
	8/88	Pizza Hut		2.75/Hr.	5/90 Desired new placement.	
	11/86	Madison Fire Station		T. Stipend	5/96 Moved to paid employment.	
	7/90	Pasqual's-Atwood Ave.		4.50/Hr.	3/96 Quit due to health reasons.	
	5/05	Elks Club		7.00/Hr.	2/07 Increased hours at Commissioner of	
					Insurance	•
	8/96	Edgewater Hotel		5.15/Hr.	1/05 Laid off.	
	6/96	Commissioner of L	2.5			
	5/00	Commissioner of Insurance Dept. of Transportation	25	7.25/Hr.		Maintain in current jobs.
	. 5700	Dept. of Transportation		7.25/Hr		
8. OP	8/13	Dane County. Facilities	<u> </u>			
		Management.	27.5	8.46/Hr.		Maintain in current job.
9. BR	9/87	Wendy's-Dempsey		3.80/Hr.	5/92 Desired new placement.	ivianitani ni current job.
	6/93	Dept. Regulation & Licensing		4.27/Hr.	1/01 Fired.	
į	7/93	Bureau of Public Nursing		6.55/Hr.	7/93 Job phased out.	
	8/01	State of WI-DHS	30	7.25/Hr.	_	Maintain in current jobs.
0. WR	7/93	Adult Community Services		8.46/Hr.		
o. WK	9/87 7/06	Persoft		5.15/Hr.	8/00 Business moved out of state.	
	1/91	WI Dept of Transportation WI Manufacturers &		6.55/Hr.	4/09 Left due to low volume of work.	
	1171	Commerce	32	10.03/Hr.		Maintain in current jobs.
	8/00	FAC Services		10.50/Hr.		
	6/01	UBS Financial Services		10.50/Hr. 8.50/Hr.		
	4/09	Dane County Sheriff's Dept.		8.46/Hr,		
		•		5.10/111,		
1. AR	10/91	Duane Hendrickson Realty		5.00/Hr.	11/92 Employer got tenant to clean bldg.	
	4/86	Creative Energy Products		5.15/Hr.	6/03 Quit	
	7/04	Advanced Employment	2	7.25/Hr.	-	Maintain in current job and
						encourage client to increase
ļ		Subway	 			hours.
2. JR	10/05	Juuway	6	7.25/Hr.		Maintain in current job.
2. JR	10/05	·]			
	5/89	Red Lobster		5.25/U~	0/07 Fired	J
2. JR 3. BR		Red Lobster Mani Graphics		5.25/Hr. 5.15/Hr.	9/97 Fired. 2/01 Quit. Increased hrs at DOC.	Maintain in current job.

CLIENT	DATE PLACED	JOB PLACEMENTS	HOURS PER WEEK	PAYMENT	REASON FOR LEAVING	GOALS FOR 2018
64. JS	9/87 9/87	Trigg's Bakery Midway Motor Lodge		2.25/Hr. 3.65/Hr.	7/91 Moved to more challenging job. 2/90 Job phased out. Motel lost contract with airlines.	OGNES TON 2016
	10/90 4/93 8/91	Pasquale's – Production Ovens of Brittany WKOW-TV Channel 27		4.25/Hr. 4.25/Hr. 7.25/Hr.	3/93 Business moved off bus line. 8/95 Business closed. 8/13 Fired	Maintain in current jobs.
	11/94 8/95 7/14	Department of Corrections Monty's Blue Plate Facilities Management Community Skills Activities	 26	7.25/Hr. 10.00/Hr. 8.46/Hr.		
65. JS	1/81	VA Hospital Natatorium		Volunteer 3.35/Hr.	4/86 Quit. Desired new job.	
	4/86 3/88	Burger King Rocky Rococo's-Gilman St.		3.35/Hr. 3.35/Hr.	6/87 Job was phased out. 3/88 Desired new job. 3/89 Laid off.	
	3/89 9/91	Shakey's-Gammon Rd. Dept. of Justice-Crime Lab	11	4.00/Hr. 7.75/Hr. +Benefits	9/91 Desired new job.	Maintain in current job.
	2013	St. Mary's Hospital			Volunteer	
66. JS	1/87 6/87 7/92	Ember's Restaurant Ovens of Brittany-Shorewood Canterbury Bookstore/Coffee House	 	3.35/Hr. 4.50/Hr. 4.25/Hr.	3/87 Fired. 10/91 Fired. 4/93 Fired.	
	6/94 10/02	Opera House Ocean Grill		5.50/Hr. 8.00/Hr.	6/02 Business closed. 7/04 Fired.	
	9/04 5/10	Camp Randall Rainbow Project	14	8.50/Hr. Volunteer	12/16 Terminated 7/12 Chose not to return.	Maintain in current job.
	5/11 4/17 5/17	East YMCA (Summer) Double Tree Dane County Facilities Management		Volunteer 7.25 8.46/Hr.	7/12 Chose not to return	
67. DS	7/86 11/93	Wendy's-State St. McDonald's-Odana Rd.		4.25/Hr. 5.00/Hr.	10/93 Moved to job with better hours. 4/96 Moved to job with better hours.	
	4/96 1/99	Noodles Kohl Center		5.50/Hr. 5.15/Hr.	8/98 Fired. 7/00 Fired.	
	3/06 3/01	St. of WI Ofc Strategic Finance Community Work Services	 6	6.50/Hr. 7.25/Hr.	7/07 Fired poor attendance.	Maintain in current job.
68. MS	10/08	VA Hospital Waisman Center	30	Volunteer 7.25/Hr.	9/13 Job became volunteer	N. C.
	5/15	Dane County-recycling Community Skills-Natatorium		8.36/Hr. 8.46/Hr.		Maintain in current jobs.
69. PS	2/17 10/85	VA Hospital Madison Club		Volunteer 2.50/Hr.	10/87 Fired.	
·	7/86 10/88	State Capital Law Library MATC – Administrative Ofc.		Volunteer	10/89 Desired new placement.	
	3/91 8/90	Dane Co. Sheriff's Dept. Department of Corrections	16	Volunteer 8.46/Hr. 7.25/Hr.	7/90 Desired new placement.	Maintain in current jobs.
70. AS	4/11 1/10	City of Madison Fleet Services Ultra Tec	 28	7.25/Hr. 9.91/Hr.	1/12 Fired. 11/14 Desired new placement.	Maintain in current job.
	6/13 11/14	Parkside Presbyterian Church Camp Randall		10.00/Hr. 8.00/Hr.	6/14 Church closed.	iviantam in current job.
	5/16 7/17	Paisans Apartment Cleaning		9.00/Hr. 12.50/Hr.		
71. TS	5/88 3/93	Madison Mutual Housing Ovens of Brittany		5.50/Hr. 4.85/Hr.	11/92 Desired new placement. 8/95 Business closed.	
	2/78 10/94	Rocky Rococo's-Beltline Meriter Hosp Volunteer Svc.	13.5	7.25/Hr. Volunteer		Maintain in current jobs.
	10/94 10/08 1/16	Planned Parenthood Catholic Multicultural Center		Volunteer Volunteer Volunteer	10/08 Reduced hrs due to less work. 10/15 Desired new volunteer site	
72. JS	4/87 4/90	Division of Health State of WI-Envir. Health		5.15/Hr. 5.15/Hr	7/03 Fired due to poor attendance. 7/03 Fired due to poor attendance.	
	5/05 4/06	Community Work Services Ofc of Commissioner of Ins.		T. Stipend 6.50/Hr.	6/08 Increased paid hours at DOC.	
	8/05 4/04	First United Methodist Church		Volunteer	6/07 Moved to job with more variety. 2/09 Job phased out due to lack of work.	
	6/07	St. James Church Department of Corrections	12.5	Volunteer 7.25/Hr.		Maintain in current jobs.

CLIENT	DATE PLACED	JOB PLACEMENTS	HOURS PER			
73. TS	4/87	Rocky Rococo's-University A.	WEEK	PAYMENT	REASON FOR LEAVING	GOALS FOR 2018
	8/90	Community Work Services		2.04/17	5/90 Fired.	
	11/90	State of WI-Dept. of Revenue		2.04/Hr.	3/93 Desired new placement.	
	10/94			4.25/Hr	11/01 Ofc move to undesirable location.	
	3/93	Regent Co-op Market		3.62/Hr,	2/00 Laid off due to declining business.	
	5/00	Steve's Liquor Pet World		5.15/Hr.	4/02 left for better job match.	
	5/09			6.55/Hr	2/09 Laid off due to economy.	
	3/09	Movin Out		7.25/Hr.	3/11 Moved to job within County/	
	2/00	36 8 70 70 10 10			Recycling Pgm.	Maintain in current jobs.
	2/98	Madison Fire Station #1	30	7.25/Hr.		The second secon
	7/09	Madison Fire Station #4		7.25/Hr.		***************************************
	11/00	Dane Co. Recycling program		8.46/Hr.	t I	
	8/05	Division of Health		7.25/Hr.		
	5/08	TASC		7.25/Hr.		
		Community Skills Activities				
4. BS	9/92	City of Madison Health Dept.		3.49/Hr.	5/00 Quit. Desired more challenging job.	
	3/84	City Clerk's Office	18.5	7.47/Hr.	and a more offering job.	
	5/00	City Assessor's Office		7.47/Hr,	7/17 Retired due to computer work no	Maintain in current jobs.
					longer good fit	iviannam m current jobs.
75. NT	5/16	James Reeb Church	15	7.50/Hr.	5/17 Left for better job match	
	7/16	County of Dane Recycling		8.46/Hr.	or service for materi	Mointain in assess is to
	5/17	CCB recycling- 911 Office	i l	8.46/Hr.		Maintain in current jobs.
				00/11.		
6. PT	9/98	Noodles & Company		5.75/Hr.	10/03 Fired.	
	2/04	Planned Parenthood		Volunteer	5/08 Left for paid employment.	
	9/03	Dane Co. Recycling.		7.25/Hr.	3/08 Moved to job with increased support.	
	7/00	Office Commissioner of Ins.	24	7.25/Hr.	j-s minimus a support.	Maintain in current jobs.
	7/04	Natures Bakery		8.25/Hr.		Wantam in current jobs.
	3/08	TASC		7.25/Hr.		
	5/08	Law Center		7.25/Hr.		
77. BT	11/17	City of Madison Fleet Services				
7. DI	4/17	Double Tree	6	8.52/Hr.		Maintain in current jobs
	"*"	Double Tree		7.25/Hr.		
8. LW	3/07	First Weber	18.75	10.30/Hr.		
	6/12	TASC	-5.75	7.25/Hr.	8/14 Quit.	
	11/12	DNR		7.65/Hr.	3/17 Insufficient Work	Maintain in
	1/14	Café Zoma		7.35/Hr.	12/17 Laid off due to low sales	Maintain in current jobs.
	10/14	Law Center		7.25/Hr.	12/11 Laid off due to low sales	
9. MW	2/85	The Avenue Bar		5.15/Hr.	3/98 Desired new placement.	
	6/99	Mautz Paint		5.40/Hr.	5/98 Desired new pracement. 5/02 Business closed.	
	4/02	MATC-Commercial Avenue		6.00/Hr.	3/04 Desired new places	
	4/03	Dane Co. – Northport		5.15/Hr.	3/04 Desired new placement.	
	6/02	Steve's Wine Market		5.15/Hr,	6/05 Desired less sedentary job.	
	2/04	Edgewood College	13	7.25/Hr.	6/06 Desired new placement.	
	6/05	Hampton Inn	1.5			Maintain in current jobs.
	7/06	WI Dept. of Administration		8.62/Hr. 7.25/Hr.		
0. MW		zop. of Hallminstration		/.23/HF.		
	3/85	MATC Library/Bookstore	-	T (4' 1	0.100 75	
	3/85	American Red Cross		T. Stipend	9/89 Desired new paid placement.	
	6/92	High Point Church		Volunteer	5/92 Desired new volunteer placement.	
	10/89			Volunteer	2/93 Increased hours at DHCS.	
	10/09	Dane Do. Human Services	25	8.46/Hr.	12/17 CWS end services due to not	Maintain in current job.
		Community Skills Activities			attending work for 1.5 years.	
1. KY	10/95	First Business Bank		7.25/11	Pl., J	
	1/82	McArdle Cancer Research Lab	12	7.25/Hr.	Fired.	
	6/11	Dane County Human Services	12	7.25/Hr.		Maintain in current jobs.
	1 0/ 1 1	Dane County Human Services		8.46/Hr.		,

Attachment #4 2017 Donors

Art & Helen Adler Frank Alfano

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Local 311 Charitable Trust Madison Investment Advisors Northern Capital Management

Contributions are solicited through an annual appeal letter. All contributions go toward furthering the mission of Community Work Services.

Attachment # 5 Community Work Services, Inc. Board of Directors – 2017

(All Board positions are non-compensated)

NAME/TITLE	OCCUPATION	DIRECTOR TERM
Mary Kay Mussey President	Retired Nurse Veteran's Administration Hospital	1/1/16 - 12/31/18
Deirdre Morgan Vice President/Secretary	Assistant Administrator Wisconsin Department of Corrections	1/1/17-12/31/19
Paul Karch Treasurer	Attorney Husch Blackwell, LLP	1/1/15-12/31/17
Paul Harrison	Development Coordinator Access Community Health Centers	1/1/16-12/31/18
Alice Udvari-Solner	UW – Madison UW Teacher Educator & Consultant for Inclusive Practices	1/1/15-12/31/17
Eileen Ahearn	Doctor Veteran's Administration Hospital	1/1/16-12/31/18

Community Work Services, Inc. Administrative Staff – 2017

Executive Director – Sarah Cutler Program Director – Sharon Schmid

To request a copy of this report: Call (608) 233-0115

or

Write to: Community Work Services, Inc. 1402 Greenway Cross #200, Madison, WI 53713

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Email: sarahandsharon@cwsmadison.com