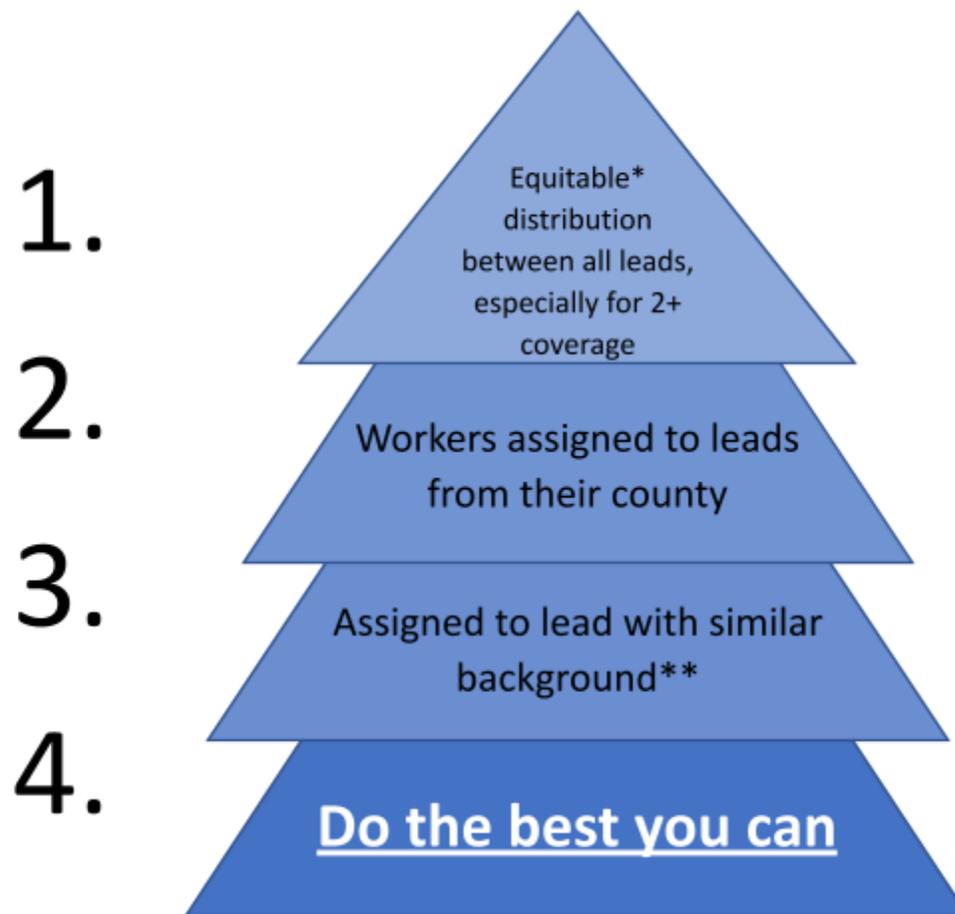


LIST LEAD SUGGESTED ASSIGNMENT PRIORITY AND TIPS



*Equitable does not always mean equal. When possible/known, try to keep in mind factors that impact the amount of time a lead is available or the time a task takes. Some examples:

- EBD/LTC 2+ workers will likely take longer to cover, especially for a non-EBD background lead
- Leads who are out or unavailable part of the day may have less time to work on lists
- Most leads have limited caseloads, so they are unlikely to take significant time to cover

If you find you have an excessive amount of workers per lead, send an email out to the Leads distribution list asking for any volunteers. Typically, you wouldn't want more than 3 Fam/CC 2+'ers or 2 EBD/LTC 2+'ers, or more than 5 total workers per lead, but use your best judgement and when in doubt, ask for help 😊 Also a good reminder to look at previous day's list and next day's calendar in Sharepoint. Not all 2+ workers are listed on Sharepoint correctly if they are unplanned absences

**Lead Info

| Name | County | Email | Area of expertise |
|---------------------------|-----------|--|-------------------|
| Cindi Hildebrand | Adams | cindi.hildebrand@co.adams.wi.us | Family/CC |
| Elizabeth Behm (Lane) | Columbia | elizabeth.behm@columbiacountywi.gov | EBD/LTC |
| Jen Swenson | Columbia | jennifer.swenson@columbiacountywi.gov | Family/CC |
| Cathy Schultz | Dodge | cschultz@co.dodge.wi.us | EBD/LTC |
| Shelly(Michelle) Kirchoff | Dodge | mmkirchoff@co.dodge.wi.us | Fraud |
| Erin Falcon | Dodge | efalcon@co.dodge.wi.us | Family/CC |
| Jeremiah Cook | Dane | cook.jeremiah@danecounty.gov | EBD/LTC |
| Chee Xiong | Dane | xiong.chee@danecounty.gov | Family/CC |
| Robyn Johnson | Dane | johnson.robyn@danecounty.gov | Training |
| Jesus Sanchez | Dane | sanchez.jesus@danecounty.gov | EBD/LTC |
| Tracy Kok | Dane | kok.tracy@danecounty.gov | Family/CC |
| Lisa Danowski | Dane | danowski.lisa@danecounty.gov | EBD/LTC |
| Patty Porto-Sanchez | Dane | porto-sanchez.patricia@danecounty.gov | Family/CC |
| Paul Unger | Dane | unger.paul@danecounty.gov | Family/CC |
| Jackie Benford | Dane | benford.jacqueline@danecounty.gov | EBD/LTC |
| Heidi Van Landingham | Dane | vanlandingham.heidi@danecounty.gov | Family/CC |
| Tanya Ballinger | Dane | ballinger.tanya@danecounty.gov | Family/CC |
| April Lee | Juneau | alee@co.juneau.wi.us | Family/CC |
| Mandy Oman | Richland | amanda.oman@co.richland.wi.us | Family/CC |
| Melissa Klamer | Sauk | melissa.klamer@saukcountywi.gov | Family/CC |
| Brad Schwartz | Sauk | brad.schwartz@saukcountywi.gov | EBD/LTC |
| Shalamar Hernandez | Sheboygan | shalamar.hernandez@sheboygancounty.com | Family/CC |
| Kris Schmidt | Sheboygan | kristine.schmidt@sheboygancounty.com | EBD/LTC |
| Evan Gilbert | Sheboygan | evan.gilbert2@sheboygancounty.com | Family/CC |
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