



**Rock County Human Services Department**  
**P. O. Box 1649, 3530 N. County Trunk F**  
**Janesville, Wisconsin 53547-1649**  
**Phone: 608/757-5271**  
**Fax: 608/757-5374**

## **ROCK COUNTY HUMAN SERVICES BOARD**

**Monday, November 22, 2010 – 4:30 p.m.**

**Rock County Health Care Center – 3<sup>rd</sup> Floor Conference Room, Janesville**

### **AGENDA**

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of November 10, 2010 \*
4. Citizen Participation
5. Resolution to Recognize Ms. Duann Webb For Service To Rock County Human Services \* - Mr. Singer, Ms. Smith
6. Resolution to Modify the 2010 Rock County HSD Budget to Accept Additional Funding for the Community Intervention Program \* - Ms. Mooren
7. Resolution to Modify the 2010 Rock County HSD Budget to Accept Additional IV-E Children and Family Incentive Funds \* - Ms. Mooren
8. Approval of Contracted Laundry Services for the Rock County Juvenile Detention Center \* - Ms. Mooren
9. Approval of Rock County Job Center Waste Collection Services \* - Ms. Mooren
10. Approval of Contracts, Transfers, and/or Encumbrances – Ms. Mooren
11. Approval of Bills – Mr. Zuehlke
12. Director's Report \*
  - W2 / ES Caseload
  - Crisis Mobility
13. Committee Requests for Future Agenda Items
14. Next Meeting: Wednesday, December 8, 2010 at **4:30 p.m.** at the **Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, Janesville, Wisconsin.**
15. Adjourn

NOTE TO COMMITTEE MEMBERS: To ensure a quorum, please call the Administrative Secretary at 757-5271 if you are unable to attend the meeting

\* Attachment    \*\* These items may be handed out at the meeting if not available for the mailing

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Charmian J. Klyve, Director  
INITIATED BY



Delores Smith  
DRAFTED BY

Human Services Board  
SUBMITTED BY

November 8, 2010  
DATE DRAFTED

**TO RECOGNIZE MS. DUANN WEBB FOR SERVICE**  
**TO ROCK COUNTY HUMAN SERVICES**

1 **WHEREAS**, Ms. DuAnn Webb has served the citizens of Rock County for more than  
2 eighteen (18) years, as a dedicated and valued employee of Rock County; and,  
3

4 **WHEREAS**, Ms. DuAnn Webb began her career in July of 1992 as a temporary employee for  
5 Rock County Human Services; and subsequently as a permanent employee for Rock County  
6 Human Services commencing January of 1993; subsequently, she was a Clerk III in April  
7 1993 and later an Administrative Assistant also for Child Protective Services until September  
8 of 1996; and her final position as an Administrative Assistant for the Beloit Community  
9 Support Program until the date of her retirement on December 3, 2010; and,  
10

11 **WHEREAS**, Ms. Webb has not only performed the usual administrative duties (greeting  
12 patients/visitors, scheduling/rescheduling appointments, handling phone calls including those  
13 involving crisis situations, filing documents in the patient record, monitoring record location,  
14 collecting statistics, updating client data bases and many other critical tasks) but is an  
15 invaluable resource to staff; reporting to staff members when clients come in and aren't quite  
16 themselves or are not doing well. This is an important task since Community Support client  
17 symptoms can change rather quickly and it is important for staff to address changes in client  
18 behavior before it escalates; and,  
19

20 **WHEREAS**, Ms Webb also worked as a Volunteer Driver for Rock County Human Services  
21 from 1996 to 2001; and,  
22

23 **WHEREAS**, the Rock County Human Services Board wishes to recognize Ms. DuAnn Webb  
24 for her significant contributions to the citizens of Rock County and her years of service.  
25

26 **NOW THEREFORE BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
27 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2010, does hereby recognize Ms. DuAnn Webb  
28 for her many years of service and extend their best wishes to her in her future endeavors; and,  
29

30 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish  
31 a copy of this resolution to Ms. DuAnn Webb.

**TO RECOGNIZE MS. DUANN WEBB FOR SERVICE TO ROCK COUNTY HUMAN SERVICES**

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Respectfully Submitted,

**Rock County Human Services Board**

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Jennifer Bishop, Vice Chair

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Minnie Murry

\_\_\_\_\_  
Sally Jean Weaver-Landers

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Robert Fizzell

\_\_\_\_\_  
Marv Wopat

\_\_\_\_\_  
Vacant

**County Board Staff Committee**

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Ivan Collins

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Kurtis L. Yankee

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Sara Mooren  
DRAFTED BY

Human Services Board  
SUBMITTED BY

November 8, 2010  
DATE DRAFTED

**Modifying the 2010 Rock County Human Services Department Budget to Accept  
Additional Funding for the Community Intervention Program**

- 1 **WHEREAS**, the Rock County Human Services Department annually receives Community Intervention
- 2 Program funds through the Wisconsin Department of Corrections; and,
- 3
- 4 **WHEREAS**, the 2010 available funding for the Rock County Human Services Department has increased
- 5 by \$13,405; and,
- 6
- 7 **WHEREAS**, funding supports intensive case management and community-based intervention services
- 8 for the most seriously chronic juvenile offenders.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 11 this \_\_\_\_\_ day of \_\_\_\_\_, 2010, does hereby accept \$13,405 in additional Community
- 12 Intervention Program funds and amend the 2010 Rock County Human Services Department budget as
- 13 follows:

<u>Account/Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds</u>	<u>11/8/10</u>	<u>(Decrease)</u>	<u>Budget</u>
18 36-3656-0000-42200	\$124,990	\$13,405	\$138,395
19 State Aid			
20 <u>Use of Funds</u>			
21 36-3656-0000-68205	\$124,990	\$13,405	\$138,395
22 Allocated Juvenile Justice			

Respectfully submitted,  
**Human Services Board**

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Sally Jean Weaver-Landers

\_\_\_\_\_  
Jennifer Bishop, Vice Chair

\_\_\_\_\_  
Marvin Wopat

\_\_\_\_\_  
Robert Fizzell

\_\_\_\_\_  
Vacant

\_\_\_\_\_  
Minnie Murray

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Terry Thomas

**Modifying the 2010 Rock County Human Services Department Budget to Accept Additional Funding for the Community Intervention Program**  
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FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of \_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair

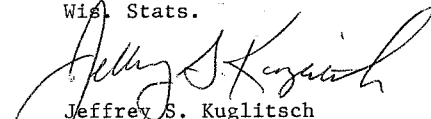
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of an additional \$13,405 in CIP funds for Human Services' program costs. No additional County matching funds are required.

  
Jeffrey A. Smith  
Finance Director


LEGAL NOTE:

As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
Craig Knutson  
County Administrator

## **Executive Summary**

### **Modifying the 2010 Rock County Human Services Department Budget to accept additional funding for the Community Intervention Program.**

This resolution amends the 2010 Human Services Department budget to accept \$13,405 in additional Community Intervention Program from the Wisconsin Department of Corrections.

Community Intervention Program funds support the Intensive Case Management (ICM) Unit. The ICM Unit provides daily face-to-face contact and monitoring for the most chronic and seriously delinquent juvenile offenders in Rock County. Caseloads are limited to less than 15 juveniles per worker. The program operates with five full-time staff positions and funding partially offsets staffing related costs.

No additional county funds are required.

Thank you for your consideration.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Sara Mooren  
DRAFTED BY

Human Services Board  
SUBMITTED BY

November 8<sup>th</sup>, 2010  
DATE DRAFTED

**Modifying the 2010 Rock County Human Services Department Budget to Accept  
Additional IV-E Children and Family Incentive Funds**

1 **WHEREAS**, the Rock County Human Services Department has prior year carryover of IV-E Children  
2 and Family Incentive Funds administered by Wisconsin Department of Children and Families; and,  
3

4 **WHEREAS**, the Rock County Human Services Department is allowed to claim a percentage of  
5 reimbursement for specific eWiSACWIS related computer expenditures; and,  
6

7 **WHEREAS**, the 2010 IV-E Children and Family Incentive funding allocation and the expected revenue  
8 reimbursement for eWISACIWS related costs received by the Rock County Human Services Department  
9 has increased by \$59,436; and,  
10

11 **WHEREAS**, IV-E Children and Family Incentive funding supports services to children who are at risk of  
12 abuse or neglect to prevent the need for child abuse and neglect intervention services, and for services to  
13 assist children and families.  
14

15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
16 this day of \_\_\_\_\_ day of \_\_\_\_\_, 2010, does hereby accept \$59,436 in additional IV-E  
17 Children and Family Incentive Funds and amend the 2010 Rock County Human Services Department  
18 budget as follows:

<b>Account/Description</b>	<b>Budget 11/8/10</b>	<b>Increase (Decrease)</b>	<b>Amended Budget</b>
<b><u>Source of Funds</u></b>			
36-3645-0000-42100 CFIF Federal Aid	\$17,437	\$3,046	\$20,483
36-3645-0000-42200 CFIF State Aid	\$175,086	\$56,390	\$231,476
<b><u>Use of Funds</u></b>			
36-3645-0000-62503 CFIF Interpreter Fees	\$5,510	\$7,304	\$12,814
36-3645-0000-64604 CFIF Program Expense	\$164,914	\$21,200	\$186,114
36-3645-0000-67130 CFIF Terminals & PCs	\$35,758	\$23,790	\$59,548
36-3645-0000-68204 Allocated CPS	\$0	\$9,961	\$9,961
36-3645-0000-68310 CFIF ILP Allocation	\$7,068	\$1,416	\$8,484
36-3634-0000-63300 CPS Travel	\$214,728	(\$4,235)	\$210,493

**Modifying the 2010 Rock County Human Services Department to Accept Additional IV-E Children and Family Incentive Funds**

Page 2

Respectfully submitted,

**Rock County Human Services Board**

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Jennifer Bishop, Vice Chair

\_\_\_\_\_  
Robert Fizzell

\_\_\_\_\_  
Vacant

\_\_\_\_\_  
Minnie Murray

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Sally Jean Weaver-Landers

\_\_\_\_\_  
Marvin Wopat

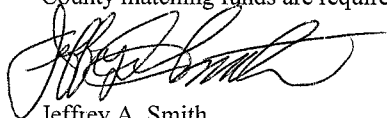
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

\_\_\_\_\_  
Mary Mawhinney, Chair

FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of an additional \$59,436 in Federal Aid for CFIF Program costs. No additional County matching funds are required.



Jeffrey A. Smith  
Finance Director

ADMINISTRATIVE NOTE:

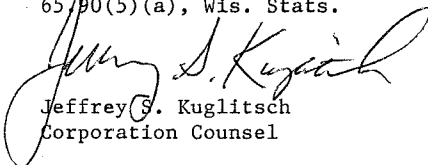
Recommended.



Craig Knutson  
County Administrator

LEGAL NOTE:

As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel



## **Executive Summary**

### **Modifying the 2010 Rock County Human Services Department Budget to Accept Additional IV-E Children and Family Incentive Funds.**

This resolution amends the 2010 Human Services Department budget to accept \$59,436 in additional IV-E Children and Family Incentive Funds (36-3645-0000-42200) and reimbursement claimed for eWiSACWIS eligible expenditures (36-3645-0000-42100) through the Wisconsin Department of Children and Families (DCF).

IV-E Children and Family Incentive Funds are used to support services to children who are at risk of abuse or neglect to prevent the need for child abuse and neglect intervention services, and for services to assist children and families. Annual funding was discontinued in 2009, and the Human Services Department was allowed to carry-forward any unexpended funds into 2010.

The Human Services Department will also be reimbursed in 2010 for a percentage (approximately 32%) of eWiSACWIS allowable costs. The change in revenue reflects the expected increase in allowable expenses.

Thank you for your consideration.

 ORIGINAL

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION  
FAX (608) 757-5539  
PHONE (608) 757-5517



PROJECT NUMBER: 2011-17  
PROJECT NAME: LAUNDRY SERVICES  
PROPOSAL DUE DATE: NOVEMBER 2, 2010 - 12:00 NOON  
DEPARTMENT: JUVENILE DETENTION CENTER

	ARAMARK UNIFORM MADISON WI	MADISON UNITED HEALTHCARE LINEN MADISON WI
Price Per Pound-General/Laundry Bags	.338	.42
Price Per Pound-Scrubs	.338	.42
Percent Increase 2012	0%	2.5%
Percent Increase 2013	0%	2.5%

Proposal was advertised in the Janesville Gazette and on the Internet.

PREPARED BY: \_\_\_\_\_

*Jodi L. Mullis*  
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: \_\_\_\_\_

*Charmion J. Myne*  
Signature

*Aramark Uniforms*  
Date

GOVERNING COMMITTEE APPROVAL:

Chair

Vote

Date

PURCHASING PROCEDURAL ENDORSEMENT:

Chair

Vote

Date

**ORIGINAL**

**ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR**

**PURCHASING DIVISION  
FAX (608) 757-5539  
PHONE (608) 757-5517**



**PROJECT NUMBER** 2011-24  
**PROJECT NAME** WASTE COLLECTION SERVICES  
**BID DUE DATE** NOVEMBER 2, 2010 - 1:30 P.M.  
**DEPARTMENT** HUMAN SERVICES - JOB CENTER

	<b>VEOLIA FT ATKINSON WI</b>	<b>SHERMAN JANESVILLE WI</b>	<b>WASTE MGMT BURNSVILLE MN</b>	<b>ROCK JANESVILLE WI</b>
2011 COST	1,656.00	1,740.00	2,227.92	2,254.92
2012 COST	1,705.68	1,740.00	2,294.76	2,322.60
2013 COST	1,756.80	1,809.60	2,363.64	2,392.20
<b>TOTAL 3-YEAR COST</b>	<b>\$ 5,118.48</b>	<b>\$ 5,289.60</b>	<b>\$ 6,886.32</b>	<b>\$ 6,969.72</b>

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. One additional vendor was solicited that did not respond.

PREPARED BY:

Jodi L. Miller  
PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION:

Veolia ←

SIGNATURE

Charrison J. Payne

DATE

11/5/10

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR

VOTE

DATE

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-81

Transfer No.

Requested by Human Services

Charmian Klyve

Department

Department Head

11/16/10

Date

**FROM**

**TO**

ACCOUNT #	DESCRIPTION	AMOUNT
36-3664-0000-61610	JDC Health Insurance	17,620

ACCOUNT #	DESCRIPTION	AMOUNT
36-3664-0000-67160	Equip Under \$5,000	2,220
36-3664-0000-62119	Other Contracted Services	15,400

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *CK*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

# ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR  
RECEIVED  
#10-81  
NOV 18 2010

TO: FINANCE DIRECTOR

REQUESTED BY: Human Services

Department

  
Department Head Signature

DATE: 11/16/2010

	AMOUNT
1) ACCOUNT #: 36-3664-0000-61610 DESCRIPTION: JDC Health Insurance  CURRENT BALANCE: \$ 134,697 11-18-10 PROVIDED BY THE FINANCE DIRECTOR	\$17,620.00
2) ACCOUNT #: DESCRIPTION:  CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: DESCRIPTION:  CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION:  CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

	AMOUNT
ACCOUNT #: 36-3664-0000-67160 DESCRIPTION: HSD Equipment under \$5,000	\$2,220.00
ACCOUNT #: 36-3664-0000-62119 DESCRIPTION: Other Contracted Services	\$15,400.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

**REASON FOR TRANSFER - BE SPECIFIC:**

The Human Services Department is requesting a transfer of \$17,620 from the Juvenile Detention Center Health Insurance account to the HSD Equipment under \$5,000 (\$2,220) and to Other Contracted Services (\$15,400). The transfer to the HSD equipment account will allow the purchase of 6 PIPE Touch Button Readers which signal to staff when they need to complete the required 15 and 30 minute mandated checks on youth in the facility. The transfer to Other Contracted Services is for additional expenses through our agreement with Country Nurses to provide required medical services while that position has been vacant.

**ROCK COUNTY HUMAN SERVICES DEPARTMENT  
DIRECTOR'S REPORT  
MONDAY, NOVEMBER 22, 2010**

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**HSD MANAGEMENT TEAM MEETING – November 9, 2010**

Meeting cancelled.

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**HSD MANAGEMENT TEAM MEETING – November 16, 2010**

Meeting cancelled.