



Rock County Human Services Department
P. O. Box 1649, 3530 N. County Trunk F
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ROCK COUNTY HUMAN SERVICES BOARD
Wednesday, August 11, 2010 – 4:30 p.m.

Rock County Job Center – Room D/E

***Please Note
Location Change***

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of July 28, 2010 *
4. Citizen Participation
5. Status of Juvenile Justice Report – Mr. Witt
6. Report on ADRC Planning – Ms. Thompson
7. Brief Overview of Joint Finance and County Board Staff Committee Presentation – Ms. Klyve
8. Approval of Contracts, Transfers, and/or Encumbrances * – Ms. Schultz
9. Approval of Bills – Ms. Schultz
10. Director's Report *
 - W2 / ES Caseload
11. Committee Requests for Future Agenda Items
12. Next Meeting: Wednesday, August 25, 2010 at **4:30 p.m.** at the **Rock County Health Care Center**, 3rd Floor Conference Room, Janesville, Wisconsin.
13. Adjourn

PUBLIC HEARING To Follow at 6:00PM in Room K of the Job Center.

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.

CONTRACT REVIEW COVER SHEET

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process

10-037

New Contract (check box if yes) [X] or, Amendment to Contract # /or, Addendum to Contract #

Human Services / Originating Department, Cindy Schultz / Contact Person, 5152 / Phone

Contract with (Name of entity) James Black Ph.D.

Contract Period: Start Date 8/1/2010 Exp Date 12/31/2010

Contract Amount \$ 98.00 per hour (units times unit rate)

Expenditure/Revenue Account Numbers: 36-3634-0000-62170, 36-3690-0000-62170

Executive Summary: This contract allows for the purchase of psychological services for various Divisions within the HSD. The Department currently has a contract with another Provider for the same hourly rate but when the current Provider is not available, the psychological services need to wait. This contract provides an alternative Provider in these instances, eliminating the delay in the delivery of services.

Were Bids or Quotations Solicited? [] Yes [na] No

Covered by State Contract? [] Yes [na] No

State Contract #

Contract will be signed by [] County Board Chair

NEW [X] 10-037 AMENDMENT TO: ADDENDUM TO:

ADMINISTRATION CONTRACT REVIEW NO. SS536

Contract between Rock Co. Human Services Dept. and James Black Ph.D. for psychological services for period of 8/1/10 - 12/31/10. Contract Amount: \$98.00 per hour (units times unit rate)

Corporation Counsel has reviewed this document and finds it to be proper, as to form. [Signature] 7/28/10 Date

Total Fiscal Impact & Source of Funds: FUNDS BUDGETED IN S/N 62170 [Signature] 7.28.10 Date, Finance Director, INTERNAL AUDITOR

[X] Reviewed by Purchasing for compliance

[Signature]

PURCHASE ORDER NUMBER P1000267 PEID 046226

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT Human Services
COMMITTEE Human Services
VENDOR NAME KAS Custom Cleaning
ACCOUNT NUMBER 36-3730-0000-62119
FUNDS DESCRIPTION Other Contracted Services
AMOUNT OF INCREASE \$ 2,000
INCREASE FROM \$ 31,376 TO \$ 33,376
ACCOUNT BALANCE AVAILABLE \$ -0- *Transfer will be needed 7-30-10*
REASON FOR AMENDMENT needed due to 2 week delay in implementation of Job Center Cleaning.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____
FINANCE COMMITTEE _____
(if over \$10,000) Chair _____ Date _____
COUNTY BOARD _____
(if over \$10,000) Resolution # _____ Adoption Date _____

WHITE - COMMITTEE
YELLOW- PURCHASING
PINK - DEPARTMENT

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
WEDNESDAY, AUGUST 11, 2010**

HSD MANAGEMENT TEAM MEETING – July 27, 2010
Meeting cancelled.

HSD MANAGEMENT TEAM MEETING – August 3, 2010

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Emergency Shelter Committee Update**
- **Smoking Around Buildings**
- **Public Records Notice**
- **PP 517.01 Record Definition, Ownership and Control**
- **PP 517.02 Retention and Destruction Policy**
- **AMHS Meeting**
- **United Way Campaign**
- **Reg and Licensing Reporting**

INFORMATION ITEMS

- **HSD Board Agenda**
- MEETING WRAP-UP
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