



## ROCK COUNTY HUMAN SERVICES BOARD MEETING

Wednesday, June 23, 2010 – 4:30 P.M.

**Call to Order:** Chair Knudson called the meeting to order at 4:34 p.m. on Wednesday, June 23, 2010, in the 3rd floor Conference Room at the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; Phillip Owens, Supervisor; Terry Thomas, Supervisor; Marvin Wopat, Supervisor; Jennifer Bishop, Supervisor; Robert Fizzell, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; and Susan Masterson, Citizen Representative.

**Committee Members Absent:** Minnie Murry, Citizen Representative.

**Staff Present:** Charmian Klyve, Director; Cindy Schultz, Admin Services Division Manager; Jody Farmer, Records and Quality Management Division Manager; Delores Smith, Support Services Supervisor; Dawn Juhl, Support Services Supervisor; Cindy Sutton, Economic Support Services Division Manager; Lisa Moore-Kelty, Medical Records Manager; Jason Witt, Deputy Director; Jennifer Thompson, Long Term Support Division Manager; Lianne Lannon, Application Support Specialist; Patrick Singer, Application Support Specialist; and Mary Kay Vukovich, Juvenile Justice - Detention Diversion Program.

**Others Present:** Phil Boutwell, County Administration; and Carolyn Brandeen, Citizen.

**Approval of Agenda:** Supervisor Thomas moved the agenda; seconded by Supervisor Wopat with unanimous approval. APPROVED.

**Approval of Minutes of Human Services Board meeting of June 9, 2010:** Citizen Representative Masterson moved the minutes as presented, seconded by Citizen Representative Weaver-Landers with unanimous approval. APPROVED.

**Citizen Participation:** None.

**Resolution to Approve Juvenile Detention Center Duct Work Cleaning:** Supervisor Owens moved the resolution to the floor, seconded by Supervisor Wopat. Mr. Witt presented the resolution for the ductwork cleaning at the Detention Center. The funding for this resolution was approved at the June 9<sup>th</sup> HSD Board meeting as well. The resolution was approved unanimously. APPROVED.

**Resolution to Recognize Ms. Jody Farmer's Retirement:** Supervisor Thomas moved the resolution to the floor, seconded by Supervisor Owens. Ms. Klyve presented the resolution and recognized Ms. Farmer's many years of service in Records and Quality Management, noting the many changes experienced during that time as well. Ms. Farmer also spoke and recognized her staff. Chair Knudson thanked Ms. Farmer for her service to Rock County. The resolution was approved unanimously. APPROVED.

**ADRC Discussion:** Ms. Thompson provided updates on the ADRC, also providing the number of current clients geographic locations. This was pulled to determine the best location of an ADRC. The numbers are slightly higher on the northern side of the County.

ADRC site visits have been conducted at the Kenosha and Racine County ADRC's. The sites were found to be very small in size and the staffing levels were observed. This was time well spent for Rock County.

The Rock County ADRC Planning Committee has met and is at a point to make movement. The next meeting is scheduled for June 24<sup>th</sup> with the purpose being to put a transition team into place. Staffing levels will be the number one priority. The State is allocating \$1.3 million for an ADRC.

**Discussion of Juvenile Justice Issues:** Mr. Witt updated the Board on three areas. A case planning refresher training has been scheduled for the week of July 12<sup>th</sup> for Juvenile Justice staff. There is also a training scheduled for October 13<sup>th</sup> on evidence based practice to include juvenile justice system actors and partners.

Mr. Liddell began his on-site work at the Detention Center on June 9<sup>th</sup>. The change will be in moving from a jailer model to a treatment model. Mr. Liddell and Mr. Pearson will be presenting their Detention Improvement Plan to the Board no later than September.

Briefings will be conducted with law enforcement to present the new detention intake policy and division grid as well.

Mr. Witt also reports that the PIPES implementation went well and the preventable maintenance plan in place is working well.

**Set Meeting Date for Public Hearing:** The public hearing will be on August 11<sup>th</sup> at the Rock County Job Center. This is the typical time of year for our Public Hearing. The regularly scheduled HSD Board meeting will be held at 4.30 PM on August 11<sup>th</sup> followed by the Public Hearing at 6:00 PM. Citizen Representative Masterson requested a microphone be available for the speakers.

**Approval of Contracts, Transfers, and/or Encumbrances:** Ms. Schultz presented two contracts, two encumbrances and one pre-approved encumbrance amendment for approval. Ms. Schultz responded to questions. Citizen Representative Weaver-Landers moved the contracts and encumbrances, seconded by Supervisor Terry with unanimous approval on all items except the encumbrance for DMC - \$12,150. This encumbrance was approved however, on a vote of 7-1. APPROVED.

**Approval of Bills:** Ms. Schultz presented the bills for approval and responded to questions.

Job Center	27,491 70	IDP	26,571 98
Child Fam/Incent	2,994 89		

Supervisor Wopat questioned the use of Tellurian for residential treatment for our clients when we have local facilities. Ms. Klyve will report back on the reasoning behind those placements. Citizen Representative Weaver-Landers moved to approve the bills as presented, seconded by Supervisor Bishop with unanimous approval. APPROVED.

**Director's Report:** The W-2 numbers are at 190 cases with no intensive CSJ.

Ms. Sutton reported there is additional FSET funding available through the State of Wisconsin. Ms. Sutton also reported that the JobNet orders at the Job Center have been increasing.

Ms. Klyve presented the County policy on position overlap for training purposes. Only the County Board can approve that to happen and it is often done only in specialized areas. Supervisor Owens suggested using some of the training budget as an option if necessary.

**Committee Requests for Future Agenda Items:** None.

**Next Meeting:** Wednesday, July 14, 2010 at 4:30 p.m. at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, Janesville, Wisconsin.

**Adjournment:** Supervisor Bishop motioned to adjourn, seconded by Supervisor Owens, with unanimous approval at 5:48 p.m.



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Kim Roehl, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**



**CRIMINAL JUSTICE COORDINATING COUNCIL**

**THURSDAY, JULY 15, 2010 — 4:00 P.M.**

**COURTHOUSE CONFERENCE CENTER  
SECOND FLOOR, COURTHOUSE—EAST WING**

**Agenda**

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes of May
4. Welcome new CJCC Members
5. Report and Recommendation on
6. Update on Process & Opportuni
7. Discussion Regarding Treatmen
8. Resource Fair Recap
9. Federal Grants Update
10. Educating the Public about the Criminal Justice System
11. Future Meeting Dates and Locations
12. Citizen Participation and Announcements
13. Adjournment

*Agenda*

*CJCC*

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*40 Copies*

ITIC Staff