



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**  
Wednesday, June 25, 2014 – 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 June 11, 2014 \*
4. Citizen Participation
5. Approval of Contracts, Transfers, and/or Encumbrances \* – Ms. Mooren
6. Approval of Bills \* – Mr. Zuehlke
7. 2013 Annual Report, Mental Health and AODA Division – Ms. Flanagan
8. Resolution Amending the 2014 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Social Worker \* – Ms. Flanagan
9. Resolution Accepting Food Share Bonus Funds and Amending the 2014 Budget \* – Ms. Haigh
11. Director's Report \*
12. Committee Requests for Future Agenda Items
13. Next Meeting: Wednesday, July 9, 2014 at 4:30 p.m. at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, in 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.

# Rock County Human Services Contract Review Cover Sheet

Date: 6/13/14

Contract with: City of Beloit

Contract Start Date: 1/1/14 Expiration Date: 12/31/14

Executive Summary: This contract is with the City of Beloit and other members of the Beloit-Janesville Express (BJE) consortium for the BJE bus service. The contract authorizes payment for RCHSD's 2014 estimated share of the cost of the Beloit portion of the BJE. The service includes regular trips to the Job Center, including service from the Beloit and Janesville Transfer Centers and the County Institutions at highways 14 and 51.

Contract Amount: \$23,800

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
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Contract # HSD\_2014\_0137      New Contract: Yes      Amendment/Addendum:     

E-Contract Location: Year: 2014 Program: ESS      Folder Name: City of Beloit  
(If different from above)

Expenditure/ Revenue Account Numbers:

36-3604-0000-62119 HSD Portion  
19-1940-0000-62119 (Courthouse Portion)

Contact Person: Sara Mooren      Phone: 8431

Were Bids or Quotations Solicited? No      RFP #     

Covered by State Contract?      No      State Contract #     

Was a Resolution Required      No      Resolution #     

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who?

DB 6/16/14

# Rock County Human Services Contract Review Cover Sheet

Date: 6/13/14

Contract with: City of Janesville

Contract Start Date: 1/1/14 Expiration Date: 12/31/14

Executive Summary: This contract is with the City of Janesville and other members of the Beloit-Janesville Express (BJE) consortium for the BJE bus service. The contract authorizes payment for RCHSD's 2014 estimated share of the cost of the Janesville portion of the BJE. The service includes regular trips to the Job Center, including service from the Beloit and Janesville Transfer Centers and the County Institutions at highways 14 and 51.

Contract Amount: \$25,948

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
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Contract # HSD\_2014\_0136      New Contract: Yes      Amendment/Addendum:     

E-Contract Location: Year: 2014 Program: ESS      Folder Name: City of Janesville  
(If different from above)

Expenditure/ Revenue Account Numbers:

36-3604-0000-62119 HSD Portion  
19-1940-0000-62119 (Courthouse Portion)

Contact Person: Sara Mooren      Phone: 8431

Were Bids or Quotations Solicited? No      RFP #     

Covered by State Contract?      No      State Contract #     

Was a Resolution Required      No      Resolution #     

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who?

OSS40609

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3600-0000-64200 36-3600-0000	TRAINING EXP	P1402243	06/07/2014	CRISIS REALITY TRAINING INC	100.00	
<b>AGENCY MGT &amp; SUP</b>	Budget 16,220.00		YTD Exp 391.46	YTD Enc 748.56	Pending 100.00	Closing Balance 14,979.98
36-3600-0000-64201 36-3600-0000	CONVENTION EXP		06/10/2014	KLYVE,CHARMIAN	70.00	
<b>AGENCY MGT &amp; SUP</b>	Budget 6,680.00		YTD Exp 429.00	YTD Enc 0.00	Pending 70.00	Closing Balance 6,181.00
36-3602-0000-61915 36-3602-0000	CERT/LIC/OTHER	P1402366	06/13/2014	DIVISION OF QUALITY ASSURANCE	1,100.00	
<b>OVERHEAD</b>	Budget 144.00		YTD Exp 808.00	YTD Enc 0.00	Pending 1,100.00	Closing Balance (1,764.00)
36-3602-0000-62119 36-3602-0000	OTHER SERVICES	P1400648	06/06/2014	OFFICE PRO	98.65	
<b>OVERHEAD</b>	Budget 31,249.00		YTD Exp 10,853.98	YTD Enc 7,367.59	Pending 98.65	Closing Balance 12,928.78
36-3602-0000-62400 36-3602-0000	R & M SERV	P1400707	06/13/2014	PITNEY BOWES INC	1,279.56	
<b>OVERHEAD</b>	Budget 20,415.00		YTD Exp 4,501.93	YTD Enc 1,279.56	Pending 1,279.56	Closing Balance 13,353.95
36-3602-0000-63100 36-3602-0000 36-3602-0000 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1400629 P1400646 P1400666 P1401938	06/04/2014 06/02/2014 06/03/2014 05/31/2014	E AND D WATER WORKS INC WISCONSIN DEPARTMENT OF JUSTIC MENARDS STAPLES ADVANTAGE	23.00 130.00 107.60 344.39	
<b>OVERHEAD</b>	Budget 101,080.00		YTD Exp 26,474.76	YTD Enc 26,320.72	Pending 604.99	Closing Balance 47,679.53
36-3602-0000-63200 36-3602-0000	PUBL/SUBCR/DUES	P1402253	06/05/2014	WISCONSIN COUNTY HUMAN SERVICE	300.00	
<b>OVERHEAD</b>	Budget 3,002.00		YTD Exp 1,204.00	YTD Enc 0.00	Pending 300.00	Closing Balance 1,498.00
36-3603-0000-64605 36-3603-0000	NON-REIMB EXP	P1400669	05/15/2014	SENTRY FOOD STORE	8.99	
<b>SPECIAL HSD</b>	Budget 6,993.00		YTD Exp 824.55	YTD Enc 8.99	Pending 8.99	Closing Balance 6,150.47
36-3603-0000-64908 36-3603-3014	CONTRIBUTIONS	P1402357	06/13/2014	JANESVILLE POLICE DEPARTMENT	15.00	
<b>SPECIAL HSD</b>	Budget 8,000.00		YTD Exp 1,266.32	YTD Enc 0.00	Pending 15.00	Closing Balance 6,718.68

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3634-0000-62119	OTHER SERVICES					
36-3634-5014		P1402290	05/06/2014	VERLO MATTRESS FACTORY	586.00	
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	102,400.00		7,850.26	0.00	586.00	93,963.74
36-3634-0000-62176	LABORATORY					
36-3634-0000		P1400626	04/30/2014	REDWOOD TOXICOLOGY LABORATORY	3.67	
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	9,300.00		83.01	3.67	3.67	9,209.65
36-3634-0000-63300	TRAVEL					
36-3634-0000			06/04/2014	BUTCHER,HANNAH	79.52	
36-3634-0000			06/09/2014	ARENDR,ILONA	3.92	
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	168,000.00		73,770.24	0.00	83.44	94,146.32
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1395		P1402292	06/09/2014	HOARD,LISA	160.00	
36-3634-1731		P1400657	06/04/2014	JANESVILLE TRANSIT SYSTEM	445.00	
36-3634-1731		P1400664	06/04/2014	BELOIT TRANSIT SYSTEM	550.00	
36-3634-1803		P1400646	06/02/2014	WISCONSIN DEPARTMENT OF JUSTIC	14.00	
36-3634-1814		P1400658	05/21/2014	JANESVILLE GAZETTE INC	106.09	
36-3634-1814		P1400665	05/31/2014	BELOIT DAILY NEWS	197.70	
36-3634-1814		P1402107	05/05/2014	KEITH INVESTIGATIONS LLC	75.00	
36-3634-1814		P1402291	05/12/2014	CAPITAL NEWSPAPERS	12.53	
36-3634-5000		P1400646	06/02/2014	WISCONSIN DEPARTMENT OF JUSTIC	155.00	
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	105,922.00		31,227.33	29,176.41	1,715.32	43,802.94
36-3636-0000-64604	PROGRAM EXPENSE					
36-3636-0000		P1402357	06/13/2014	JANESVILLE POLICE DEPARTMENT	35.00	
<b>INDEPEND LIVING</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	7,969.00		482.76	0.00	35.00	7,451.24
36-3641-0000-64604	PROGRAM EXPENSE					
36-3641-5014		P1400636	06/01/2014	COMMUNITY CARE PROGRAMS INC	1,150.00	
36-3641-5014		P1400643	06/01/2014	OREGON MENTAL HEALTH SERVICES	3,702.56	
36-3641-5015		P1400636	06/01/2014	COMMUNITY CARE PROGRAMS INC	480.00	
<b>BRIGHTER FUTURES</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	297,969.00		108,378.28	176,977.05	5,332.56	7,281.11
36-3646-0000-62119	OTHER SERVICES					
36-3646-3041		P1400636	06/01/2014	COMMUNITY CARE PROGRAMS INC	5,225.00	
36-3646-5014		P1402294	05/01/2014	CROSSROADS COUNSELING CENTER	244.00	
36-3646-5015		P1400637	05/31/2014	FOUNDATIONS COUNSELING CENTER	3,017.50	
36-3646-5019		P1400636	06/01/2014	COMMUNITY CARE PROGRAMS INC	1,550.00	
<b>JUVENILE JUSTICE</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	176,741.00		77,214.06	48,189.79	10,036.50	41,300.65

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3646-0000-62176	LABORATORY					
36-3646-0000		P1400626	04/30/2014	REDWOOD TOXICOLOGY LABORATORY	2,535.54	
36-3646-0000		P1400627	05/01/2014	REDWOOD BIOTECH	265.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>JUVENILE JUSTICE</b>	7,000.00		9,334.65	2,800.54	2,800.54	(7,935.73)
36-3646-0000-64604	PROGRAM EXPENSE					
36-3646-5014		P1400636	06/01/2014	COMMUNITY CARE PROGRAMS INC	480.00	
36-3646-5016		P1400666	05/23/2014	MENARDS	30.84	
36-3646-5016		P1400669	05/30/2014	SENTRY FOOD STORE	59.35	
36-3646-5016		P1402276	06/09/2014	IT'S A KEEPER BAIT AND TACKLE	100.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>JUVENILE JUSTICE</b>	8,450.00		8,363.92	570.19	670.19	(1,154.30)
36-3655-0000-64604	PROGRAM EXPENSE					
36-3655-0000		P1400646	06/02/2014	WISCONSIN DEPARTMENT OF JUSTIC	91.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>KINSHIP CARE</b>	2,000.00		629.00	91.00	91.00	1,189.00
36-3664-0000-61915	CERT/LIC/OTHER					
36-3664-0000		P1402316	05/31/2014	OCCUPATIONAL HEALTH CENTER	68.50	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>YOUTH SERVICES</b>	2,850.00		513.00	0.00	68.50	2,268.50
36-3664-0000-62119	OTHER SERVICES					
36-3664-0000		P1400661	05/09/2014	COUNTRY NURSES	5,823.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>YOUTH SERVICES</b>	15,000.00		6,265.25	5,823.00	5,823.00	(2,911.25)
36-3664-0000-62400	R & M SERV					
36-3664-0000		P1400630	03/25/2014	BANDT COMMUNICATIONS INC	77.40	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>YOUTH SERVICES</b>	2,700.00		1,803.10	77.40	77.40	742.10
36-3664-0000-63400	OPERATING SUPPLI					
36-3664-0000		P1402231	06/05/2014	MOLLY HAWKINS HOUSE	136.50	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>YOUTH SERVICES</b>	40,820.00		11,646.68	9,497.39	136.50	19,539.43
36-3671-0000-64604	PROGRAM EXPENSE					
36-3671-0000		P1402338	06/12/2014	ROCK COUNTY SENIOR FAIR	75.00	
36-3671-0000		P1402339	06/12/2014	BELOIT SENIOR FAIR COMMITTEE	75.00	
36-3671-0000		P1402340	06/12/2014	CREEKSIDE PLACE	70.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>ELDER ABUSE/NEG</b>	40,400.00		12,815.14	1,875.00	220.00	25,489.86
36-3683-0000-63200	PUBL/SUBCR/DUES					
36-3683-0000		P1402371	06/13/2014	AIRS CERTIFICATION	55.00	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>ADRC</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,875.00		239.70	0.00	55.00	1,580.30
36-3683-0000-64200	TRAINING EXP					
36-3683-0000		P1402222	06/03/2014	WISCONSIN GUARDIANSHIP ASSOCIA		50.00
<b>ADRC</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,665.00		1,320.00	0.00	50.00	295.00
36-3683-0000-64604	PROGRAM EXPENSE					
36-3683-0000		P1400629	03/05/2014	E AND D WATER WORKS INC		34.50
36-3683-0000		P1402225	06/03/2014	BELOIT SENIOR FAIR COMMITTEE		50.00
36-3683-0000		P1402226	06/03/2014	CREEKSIDE PLACE		70.00
36-3683-0000		P1402227	06/03/2014	ROCK COUNTY SENIOR FAIR		72.50
36-3683-0000		P1402365	06/13/2014	LAMAR ADVERTISING		300.00
<b>ADRC</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	14,980.00		11,463.03	2,816.53	527.00	173.44
36-3689-0000-62119	OTHER SERVICES					
36-3689-0300		P1402361	05/31/2014	TELLURIAN UCAN INC		3,480.00
<b>CRISIS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,522,214.00		519,496.01	937,875.46	3,480.00	61,362.53
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0004		P1400965	05/27/2014	HOMECARE PHARMACY LLC		15.68
36-3689-0004		P1400973	05/23/2014	KEALEY PHARMACY		315.50
36-3689-1221		P1402358	06/13/2014	CUNNINGHAM,LORI D		1,471.50
36-3689-1221		P1402359	06/13/2014	MCGUIRE, PAULA		2,257.06
<b>CRISIS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	306,325.00		70,278.87	2,311.18	4,059.74	229,675.21
36-3690-0000-62119	OTHER SERVICES					
36-3690-0000		P1400635	06/01/2014	CLIENTTELL INC		100.00
36-3690-0000		P1400705	05/31/2014	ADVANCED DISPOSAL SERVICES		21.45
36-3690-0000		P1402277	06/10/2014	ICS SOFTWARE LTD		265.00
<b>OUTPATIENT SER</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	65,966.00		27,350.95	36,243.45	386.45	1,985.15
36-3690-0000-62170	PHYSICIAN/OTHER					
36-3690-0000		P1400628	05/24/2014	KAYE PHD,DR MICHAEL		1,456.56
36-3690-0000		P1400655	05/24/2014	MARCUS,JEFFREY A		720.00
36-3690-0000		P1402362	06/05/2014	PIERCE,DAVID WINSLOW		9,000.00
<b>OUTPATIENT SER</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	145,620.00		93,024.51	2,176.56	11,176.56	39,242.37
36-3690-0000-62503	INTERPRETER FEES					
36-3690-0000		P1400634	05/06/2014	GONZALEZ,BELEM		540.00
36-3690-0000		P1400645	05/29/2014	SWITS LTD		225.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>OUTPATIENT SER</b>		Budget 9,000.00	YTD Exp 5,785.22	YTD Enc 765.00	Pending 765.00	Closing Balance 1,684.78
36-3690-0000-64200	TRAINING EXP					
36-3690-0000		P1402208	05/30/2014	WAADAC		89.00
36-3690-0000		P1402221	06/07/2014	CRISIS REALITY TRAINING INC		100.00
<b>OUTPATIENT SER</b>		Budget 13,170.00	YTD Exp 6,229.95	YTD Enc 0.00	Pending 189.00	Closing Balance 6,751.05
36-3697-0000-64604	PROGRAM EXPENSE					
36-3697-0000		P1402331	06/12/2014	EL-RA BOWLING ALLEY		27.30
36-3697-0000		P1402332	06/12/2014	LASERTAG ADVENTURE		126.00
36-3697-0000		P1402333	06/12/2014	MUSEUM OF SCIENCE AND INDUSTRY		153.50
36-3697-0000		P1402334	06/12/2014	MUSEUM OF SCIENCE AND INDUSTRY		153.50
36-3697-0000		P1402356	06/13/2014	MILWAUKEE PUBLIC MUSEUM		78.00
<b>CFIS</b>		Budget 3,750.00	YTD Exp 0.00	YTD Enc 0.00	Pending 538.30	Closing Balance 3,211.70
36-3703-0000-64604	PROGRAM EXPENSE					
36-3703-2014		P1402196	05/08/2014	CORRECTIONAL COUNSELING INC		65.29
<b>IDP ENHAN GRANT</b>		Budget 5,205.00	YTD Exp 1,753.20	YTD Enc 0.00	Pending 65.29	Closing Balance 3,386.51
36-3704-0000-62176	LABORATORY					
36-3704-0000		P1402245	05/14/2014	QUEST PRODUCTS INC		250.00
<b>IDP</b>		Budget 21,000.00	YTD Exp 0.00	YTD Enc 0.00	Pending 250.00	Closing Balance 20,750.00
36-3706-0000-62119	OTHER SERVICES					
36-3706-0000		P1400705	05/31/2014	ADVANCED DISPOSAL SERVICES		43.55
<b>CSP</b>		Budget 13,121.00	YTD Exp 4,541.20	YTD Enc 4,570.15	Pending 43.55	Closing Balance 3,966.10
36-3706-0000-62170	PHYSICIAN/OTHER					
36-3706-0000		P1402380	06/06/2014	PROASSURANCE WISCONSIN INSURAN		3,000.00
<b>CSP</b>		Budget 3,000.00	YTD Exp 0.00	YTD Enc 0.00	Pending 3,000.00	Closing Balance 0.00
36-3706-0000-64604	PROGRAM EXPENSE					
36-3706-1206			06/09/2014	DANSBURY,VICKIE		8.50
<b>CSP</b>		Budget 635,920.00	YTD Exp 293,228.72	YTD Enc 0.00	Pending 8.50	Closing Balance 342,682.78
36-3713-0000-64604	PROGRAM EXPENSE					
36-3713-2014		P1400967	05/22/2014	NEIGHBORHOOD HOUSING SERVICES		25.00
36-3713-2014		P1400971	06/05/2014	SRB PROPERTY MANAGEMENT LLC		500.00



Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>SHELTER PLUS</b>	8,100.00		1,833.00	1,024.95	525.00	4,717.05
36-3730-0000-62400	R & M SERV					
36-3730-0000		P1400666	06/03/2014	MENARDS		57.99
36-3730-0000		P1400705	05/31/2014	ADVANCED DISPOSAL SERVICES		109.00
36-3730-0000		P1402360	05/30/2014	CITY GLASS CO INC		75.00
36-3730-0000		P1402363	06/04/2014	TRI COR MECHANICAL INC		2,837.75
36-3730-0000		P1402364	05/31/2014	PIEPER ELECTRIC INC		1,366.09
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>JOB CENTER</b>	73,422.00		30,954.93	28,197.77	4,445.83	9,823.47

I have examined the preceding bills and encumbrances in the total amount of **\$60,822.03**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

0AD40501

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3700-0000-62119	OTHER SERVICES					
46 36-3700-0000			05/30/2014	KEALEY PHARMACY	971.90	
36-3700-1326			05/30/2014	TELLURIAN UCAN INC	8,120.00	
36-3700-1331			05/30/2014	BELOIT AREA	25.00	
36-3700-1331			05/30/2014	CROSSROADS COUNSELING CENTER	2,352.50	
36-3700-1331			05/30/2014	LUTHERAN SOCIAL SERVICES	1,126.25	
36-3700-1331			05/30/2014	BELOIT MEMORIAL HOSPITAL	937.50	
36-3700-1331			05/30/2014	JANESVILLE PSYCHIATRIC CLINIC	1,200.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>AODA BLOCK GRANT</b>	280,508.00		59,352.87	0.00	14,733.15	206,421.98
36-3704-0000-62119	OTHER SERVICES					
48 36-3704-1331			05/30/2014	BELOIT AREA	762.50	
36-3704-1331			05/30/2014	CROSSROADS COUNSELING CENTER	1,072.50	
36-3704-1331			05/30/2014	LUTHERAN SOCIAL SERVICES	1,656.75	
36-3704-1331			05/30/2014	BELOIT MEMORIAL HOSPITAL	3,137.50	
36-3704-1331			05/30/2014	JANESVILLE PSYCHIATRIC CLINIC	440.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>IDP</b>	161,655.00		17,248.00	0.00	7,069.25	137,337.75

I have examined the preceding bills and encumbrances in the total amount of **\$21,802.40**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 Committee Chair \_\_\_\_\_

05540610

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
00-0000-0000-25233 00-0000-0010	HUM SER SUB CARE		06/01/2014	CHAMBERLAIN,GARY	617.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		(1,234.00)	0.00	617.00	617.00

I have examined the preceding bills and encumbrances in the total amount of **\$617.00**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1731		P1400972	06/01/2014	DAVIS CITGO SERVICE INC	49.00	
36-3634-1801			06/01/2014	TRIPP AND ASSOCIATES INC	500.00	
36-3634-1803		P1400669	06/01/2014	SENTRY FOOD STORE	199.69	
36-3634-5014		P1400669	06/01/2014	SENTRY FOOD STORE	50.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>CPS</b>	105,922.00		32,143.96	29,176.41	798.69	43,802.94
36-3641-0000-64604	PROGRAM EXPENSE					
36-3641-5014			06/01/2014	ABC PLAYHOUSE	468.00	
36-3641-5014		P1400972	06/01/2014	DAVIS CITGO SERVICE INC	45.00	
36-3641-5015		P1400972	06/01/2014	DAVIS CITGO SERVICE INC	70.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>BRIGHTER FUTURES</b>	297,969.00		113,127.84	176,977.05	583.00	7,281.11
36-3642-0000-64604	PROGRAM EXPENSE					
36-3642-0000			06/01/2014	FRANKLIN COURT APARTMENTS	1,150.00	
36-3642-0000		P1400670	06/01/2014	SHOPKO INC #130	144.67	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>REUN SUPPORT</b>	74,200.00		1,150.00	144.66	1,294.67	71,610.67
36-3646-0000-62119	OTHER SERVICES					
36-3646-5014		P1400972	06/01/2014	DAVIS CITGO SERVICE INC	40.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>JUVENILE JUSTICE</b>	176,741.00		87,210.56	48,189.79	40.00	41,300.65

I have examined the preceding bills and encumbrances in the total amount of **\$2,716.36**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

0AD40501

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3700-0000-62119	OTHER SERVICES					
46 36-3700-0000			05/30/2014	KEALEY PHARMACY	971.90	
36-3700-1326			05/30/2014	TELLURIAN UCAN INC	8,120.00	
36-3700-1331			05/30/2014	BELOIT AREA	25.00	
36-3700-1331			05/30/2014	CROSSROADS COUNSELING CENTER	2,352.50	
36-3700-1331			05/30/2014	LUTHERAN SOCIAL SERVICES	1,126.25	
36-3700-1331			05/30/2014	BELOIT MEMORIAL HOSPITAL	937.50	
36-3700-1331			05/30/2014	JANESVILLE PSYCHIATRIC CLINIC	1,200.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>AODA BLOCK GRANT</b>	280,508.00		59,352.87	0.00	14,733.15	206,421.98
36-3704-0000-62119	OTHER SERVICES					
48 36-3704-1331			05/30/2014	BELOIT AREA	762.50	
36-3704-1331			05/30/2014	CROSSROADS COUNSELING CENTER	1,072.50	
36-3704-1331			05/30/2014	LUTHERAN SOCIAL SERVICES	1,656.75	
36-3704-1331			05/30/2014	BELOIT MEMORIAL HOSPITAL	3,137.50	
36-3704-1331			05/30/2014	JANESVILLE PSYCHIATRIC CLINIC	440.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>IDP</b>	161,655.00		17,248.00	0.00	7,069.25	137,337.75

I have examined the preceding bills and encumbrances in the total amount of **\$21,802.40**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

OSS40608 (over \$10,000)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3641-0000-64604	PROGRAM EXPENSE					
36-3641-5014		P1400636	03/31/2014	COMMUNITY CARE PROGRAMS INC	1,150.00	
36-3641-5015		P1400636	03/31/2014	COMMUNITY CARE PROGRAMS INC	480.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>BRIGHTER FUTURES</b>	297,969.00		106,165.28	171,529.49	1,630.00	18,644.23
36-3646-0000-62119	OTHER SERVICES					
36-3646-3041		P1400636	03/31/2014	COMMUNITY CARE PROGRAMS INC	5,225.00	
36-3646-5019		P1400636	03/31/2014	COMMUNITY CARE PROGRAMS INC	6,150.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>JUVENILE JUSTICE</b>	176,741.00		65,799.06	38,601.30	11,375.00	60,965.64
36-3646-0000-64604	PROGRAM EXPENSE					
36-3646-5014		P1400636	03/31/2014	COMMUNITY CARE PROGRAMS INC	480.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
<b>JUVENILE JUSTICE</b>	8,450.00		7,883.92	100.00	480.00	(13.92)

I have examined the preceding bills and encumbrances in the total amount of **\$13,485.00**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

OSS40607

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3600-0000-64201 1 36-3600-0000	CONVENTION EXP		06/17/2014	ROCK COUNTY HUMAN SERVICES DEP	(219.00)
<b>AGENCY MGT &amp; SUP</b>	Budget 6,680.00	YTD Exp 648.00	YTD Enc 0.00	Pending (219.00)	Closing Balance 6,251.00
36-3603-0000-46000 3 36-3603-3010	CONTRIBUTIONS		06/17/2014	ROCK COUNTY HUMAN SERVICES DEP	79.00
<b>SPECIAL HSD</b>	Budget 8,000.00	YTD Exp 3,622.00	YTD Enc 0.00	Pending 79.00	Closing Balance 4,299.00
36-3604-0000-64604 4 36-3604-0000	PROGRAM EXPENSE		06/17/2014	JANESVILLE TRANSIT SYSTEM	600.00
<b>ECONOMIC SUPPORT</b>	Budget 3,000.00	YTD Exp 1,760.03	YTD Enc 0.00	Pending 600.00	Closing Balance 639.97
36-3634-0000-62119 11 36-3634-5014	OTHER SERVICES		06/17/2014	ROCK COUNTY HUMAN SERVICES DEP	64.00
<b>CPS</b>	Budget 102,400.00	YTD Exp 7,786.26	YTD Enc 586.00	Pending 64.00	Closing Balance 93,963.74
36-3634-0000-64604 36-3634-1814	PROGRAM EXPENSE		06/17/2014	ROCK COUNTY HUMAN SERVICES DEP	51.34
<b>CPS</b>	Budget 105,922.00	YTD Exp 30,377.30	YTD Enc 26,007.26	Pending 51.34	Closing Balance 49,486.10
36-3671-0000-64604 30 36-3671-1606	PROGRAM EXPENSE		06/17/2014	ROCK COUNTY HUMAN SERVICES DEP	153.82
<b>ELDER ABUSE/NEG</b>	Budget 40,400.00	YTD Exp 12,661.32	YTD Enc 2,095.00	Pending 153.82	Closing Balance 25,489.86
36-3713-0000-64604 49 36-3713-2014	PROGRAM EXPENSE		06/17/2014	ROCK COUNTY HUMAN SERVICES DEP	399.00
<b>SHELTER PLUS</b>	Budget 8,100.00	YTD Exp 1,434.00	YTD Enc 0.00	Pending 399.00	Closing Balance 6,267.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$1,128.16**  
Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
B. Bills under \$10,000 to be paid.  
C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_



**RESOLUTION**

**ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve  
INITIATED BY



Phil Boutwell  
DRAFTED BY

County Board Staff Committee  
Finance Committee  
Human Services Board  
SUBMITTED BY

June 17, 2014  
DATE DRAFTED

**Amending the 2014 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Social Worker Positions**

1 **WHEREAS**, the CLTS Program makes Medicaid funding available to serve children who have  
2 substantial limitations due to developmental, emotional and/or physical disabilities; and,  
3

4 **WHEREAS**, as of May 2014, there are 153 children on the wait list for CLTS services in Rock County;  
5 and,  
6

7 **WHEREAS**, the state has made additional funds available to the Human Services Department that  
8 would take 75 children off the wait list and provide CLTS services for them starting in 2014; and,  
9

10 **WHEREAS**, the additional funding would pay for case managers who would develop individualized  
11 service plans for each child as well as purchase needed items or services for the children; and,  
12

13 **WHEREAS**, the new CLTS case management assignments will be split between two new county social  
14 workers and additional contracted staff through Catholic Charities; and,  
15

16 **WHEREAS**, the state approved case management billing rate for Catholic Charities is sufficient to  
17 cover its staffing increase to provide CLTS case management services so that no county levy is required;  
18 and,  
19

20 **WHEREAS**, Medicaid billing revenue as well as administrative dollars in the additional funding are  
21 sufficient to cover the cost of the two new Social Worker positions so that no county levy is required.  
22

23 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
24 this \_\_\_\_ day of \_\_\_\_\_, 2014, does hereby approve the creation of 2.0 FTE Social Worker  
25 positions for the CLTS Program; and,  
26

27 **BE IT FURTHER RESOLVED**, that the 2014 Budget be amended as follows:  
28

Account/Description	Budget 6/1/14	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3691-0000-42100 Federal Aid	\$1,041,502	\$631,129	\$1,672,631
<u>Use of Funds</u>			
36-3691-0000-64604 Program Expense	\$1,102,583	\$571,201	\$1,673,784
36-3691-0000-68225 Allocated CFIS	\$199,017	\$59,928	\$258,945
36-3697-0000-61100 Regular Wages	\$1,493,173	\$32,782	\$1,525,955
36-3697-0000-61400 FICA	\$114,343	\$2,508	\$116,851

**Amending the 2014 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Social Worker**

Page 2

47	36-3697-0000-61510	\$104,626	\$2,294	\$106,920
48	Retirement			
49				
50	36-3697-0000-61610	\$573,981	\$21,800	\$595,781
51	Health Insurance			
52				
53	36-3697-0000-61620	\$15,462	\$539	\$16,001
54	Dental Insurance			
55				
56	36-3697-0000-61630	\$381	\$5	\$386
57	Life			
58				
59	36-3697-0000-68380	(\$199,017)	(\$59,928)	(\$258,945)
60	CLTS Allocation			

Respectfully submitted,

**Human Services Board**

**County Board Staff Committee**

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

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

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

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

\_\_\_\_\_  
William Grahn

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

\_\_\_\_\_  
Ashley Kleven

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

\_\_\_\_\_  
Terry Fell

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

\_\_\_\_\_  
Linda Garrett

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Kathy Schulz

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

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

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Shirley Williams

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

**FINANCE COMMITTEE ENDORSEMENT**

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

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

FISCAL NOTE:

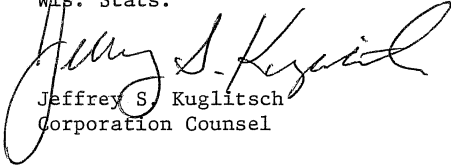
This resolution approves the creation of 2.0 FTE Social Worker positions. This resolution also increases the program expense budget in order to pay for more services through Catholic Charities. The new positions and additional program expense will be funded by federal Medicaid dollars. No additional County funds are required.



Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to Sec. 59.22(2), Wis. Stats. As an amendment to the adopted 2014 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**

The Children's Long Term Support (CLTS) waiver program provides Medicaid funding for children who fall under three separate groups: Developmental Disabilities (DD), Physical Disabilities (PD), and Severe Emotional Disabilities (SED). At present, there are about 130 children served by this program in Rock County. The CLTS case management assignments are split between two county social workers and contracted staff through Catholic Charities.

As of May 23, 2014 there were 153 children on the wait list for CLTS services. The State of Wisconsin has notified the HSD that it has made additional funding available to serve children with complex health needs. The HSD is expected to use the funds to build capacity to serve children who have been screened eligible for CLTS services. The expectation outlined in the State memo dated March 2014 is that 58 children would be taken off the wait list. The HSD Program Manager believes there is adequate funding to take 75 children off the wait list. The funding would be used bring on four additional case managers in the CLTS program as well as pay for an array of services for the children.

The contract with Catholic Charities would be amended to bring on two additional contracted staff. The HSD would hire two social workers. They would be charged with moving the high need, children off the wait list. These are often complex kids who are currently in out-of-home placements that would benefit from the waiver program, which provides an array of services and pays for the move into a community setting. The children benefit from moving to a better, less restrictive environment. The county benefits from moving children in to waiver slots where 40% of the cost is covered by the County rather than 100% of the cost of substitute care. HSD social workers would also take the difficult cases off the wait list that are at a high risk for an out-of-home placement.

It is recommended the County Board approve the resolution. Up to 75 children and their families will benefit from CLTS services. There is no levy cost attributed to the 2.0 FTE social workers. Their billable hours as well as additional administrative funds in the contract cover the cost of their positions. And finally, it is the intention of the HSD to reduce the number of out-of-home placements and reduce the substitute care budget that pay for those placements in 2015. These positions will help achieve that goal.

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Phil Boutwell, Deputy Director  
DRAFTED BY

Human Services Board  
SUBMITTED BY

June 11, 2014  
DATE DRAFTED

**Accepting FoodShare Bonus Funds and Amending the 2014 Budget**

1 **WHEREAS**, The U.S. Department of Agriculture through Food, and Nutrition and Consumer Services  
2 (FNS) has awarded Wisconsin bonus funds for exceptional performance relating to payment error rates  
3 and other performance criteria; and,  
4  
5 **WHEREAS**, the Department of Health Services has determined that the bonus funding will be  
6 distributed to the Consortia under their 2014 IM contracts through a contract addendum; and,  
7  
8 **WHEREAS**, the Southern Consortium's share of the funding is \$234,752, which was allocated based on  
9 FoodShare caseload counts over the first six months of 2013; and,  
10  
11 **WHEREAS**, the funding must be used for income support related activities and the Human Services  
12 Department recommends that Rock County's \$132,730 share of the one-time funding be used to offset the  
13 staff cost related to the Affordable Care Act and capital purchases that benefit the Economic Support  
14 Division.  
15  
16 **NOW, THEREFORE, BE IT RESOLVED** the Rock County Board of Supervisors duly assembled  
17 this \_\_\_\_\_ day of \_\_\_\_\_, 2014 does hereby accept Food Share bonus funds and amends the  
18 2014 Human Services Budget as follows:

	Budget 6/10/14	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3604-0000-42100 Federal Aid	\$3,521,472	\$168,371	\$3,689,843
<u>Use of Funds</u>			
36-3604-0000-61210 Overtime Wages	\$120,000	\$80,000	\$200,000
36-3604-0000-61400 FICA	\$188,430	\$6,120	\$194,550
36-3604-0000-61510 Retirement	\$171,349	\$5,600	\$176,949
36-3604-0000-64604 Program Expense	\$3,000	\$6,651	\$9,651
36-3604-0000-67160 HSD Equip. Under \$5K	\$8,496	\$45,000	\$53,496
36-3604-0000-67200 Capital Improvements	\$0	\$25,000	\$25,000
<u>Source of Funds</u>			
36-3605-0000-42100 Federal Aid	\$3,805,296	\$154,357	\$3,959,653

**Accepting FoodShare Bonus Funds and Amending the 2014 Budget**

Page 2

48	<u>Use of Funds</u>			
49	36-3605-0000-62119	\$3,817,796	\$154,357	\$3,972,153
50	Other Contracted Services			

Respectfully submitted,

**Human Services Board**

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

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Linda Garrett

\_\_\_\_\_  
Billy Bob Grahn

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Kathy Schultz

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

\_\_\_\_\_  
Shirley Williams

FISCAL NOTE:

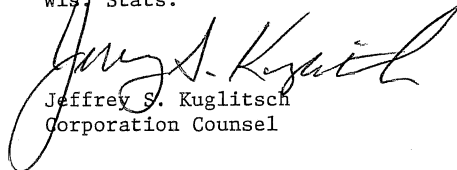
This resolution adjusts the Human Services budget for \$322,728 in FoodShare bonus funds awarded in 2013 and 2014. No County matching funds are required,



Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to accept these FoodShare bonus funds pursuant to Sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2014 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

FINANCE COMMITTEE ENDORSEMENT

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

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

## Executive Summary

The U.S. Department of Agriculture has awarded Wisconsin with FoodShare bonus funds to recognize exceptional performance relating to payment error rates and other performance criteria. The State recently decided to distribute the award to the 10 Income Maintenance Consortia under their 2014 Income Maintenance Contracts. The bonus funds must be spent on income maintenance related expenses.

The Southern Consortium's share of the performance award is \$234,752. The resolution accepts the funding, of which \$102,022 is passed through to our Southern Consortium partner counties (Crawford, Grant, Green, Iowa, Jefferson and Lafayette) and \$132,730 is retained by Rock County. Unexpended funds can be carried forward into 2015.

The account line items in the resolution are difficult to reconcile to the amounts identified above for several reasons. The Southern Consortium received a Food Share bonus award in 2013 and the unspent balance is being carried forward in this resolution. In addition, the Department knew last summer that it would receive the 2014 award. The Department included an estimate of that award in the 2014 Budget. That amount is being reconciled to the actual award. And finally, there is some reconciliation of funding among the Southern Consortium Partners to correct overspending of their 2013 FoodShare bonus award.

The Rock County Human Services Department wishes to use the funds purchase some capital items in 2014. Included are:

- \$33,484 to replace old phones for the Economic Support staff and providing them with wireless headsets.
- \$10,250 to purchase panels for office cubes to reduce noise and distractions to improve the workplace environment.
- \$500 for a wire pull into the training room so that a conference speaker phone can be brought in for training sessions.
- \$1,387 to replace 12 side chairs in the Economic Support waiting area that need to be replaced.

Funds are being appropriated in case they are needed to pay for overtime during the second ACA open enrollment period in late 2014.

**ROCK COUNTY HUMAN SERVICES DEPARTMENT  
DIRECTOR'S REPORT  
Wednesday, June 25, 2014**

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**HSD MANAGEMENT TEAM MEETING – June 10, 2014**

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Cost To Continue**
- **Employee Recognition Spending**

INFORMATION ITEMS

**HSD Board Agenda**

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