



Rock County Human Services Department
P. O. Box 1649, 3530 N. County Trunk F
Janesville, Wisconsin 53547-1649
Phone: 608/757-5271
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ROCK COUNTY HUMAN SERVICES BOARD
Wednesday, September 13, 2017 – 4:30 p.m.
Rock County Health Care Center, 3rd Floor Conference Room
AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of August 23, 2017 *
4. Approval of Minutes of 2018 HSD Budget Public Hearing of August 9, 2017 *
5. Citizen Participation, Communications and Announcements
6. Submission of Committee Requests
7. Approval of Contracts and Transfers – Ms. Mooren
8. Review of Budget to Actual Report – Ms. Mooren
9. Review of Bills * – Mr. Zuehlke
10. Resolution Awarding Contract for Paraprofessional Services for Rock County Human Services Child Protective Services Programs * – Mr. Horozewski
11. Director's Report
 - Budget Process Update
 - Update on Provider Rate Setting Policy
12. **Next Meeting: Wednesday, September 27, 2017 at 4:30 p.m. at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.**
13. 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.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt			
36-3602-0000-62119	OTHER SERVICES							
36-3602-0000		P1700395	07/31/2017	CHANGE HEALTHCARE SOLUTIONS LL	238.05			
36-3602-0000		P1700434	07/26/2017	OFFICE PRO INC	136.35			
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
OVERHEAD		28,377.00	13,228.39	0.00	374.40	14,774.21		
36-3602-0000-63100	OFC SUPP & EXP							
36-3602-0000			08/18/2017	DONAHUE,MARY	50.00			
36-3602-0000			07/28/2017	TILLERY,ASHLEY	63.28			
36-3602-0000		P1700351	02/03/2017	AARONS LOCK AND SAFE INC	169.90			
36-3602-0000		P1700365	08/21/2017	BELOIT TRANSIT SYSTEM	165.00			
36-3602-0000		P1700434	07/28/2017	OFFICE PRO INC	627.25			
36-3602-0000		P1700536	07/24/2017	E AND D WATER WORKS INC	69.00			
36-3602-0000		P1700537	06/12/2017	MOORE MEDICAL CORP	109.33			
36-3602-0000		P1701463	08/14/2017	HENRICKSEN	1,770.00			
36-3602-0000		P1702155	07/28/2017	JAX CUSTOM PRINTING INC	87.00			
36-3602-0000		P1702156	07/25/2017	UNITED AD LABEL	152.10			
36-3602-0000		P1702209	08/09/2017	STAPLES BUSINESS ADVANTAGE	61.22			
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
OVERHEAD		82,500.00	34,867.15	915.37	3,324.08	43,393.40		
36-3602-0000-68010	EXP.ALLOCATIONS							
36-3602-0000		P1700406	08/05/2017	JP MORGAN CHASE BANK NA	14,107.69			
36-3602-0000		P1700447	08/01/2017	PACKAGE PRO EXPRESS DELIVERY I	3,489.40			
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
OVERHEAD		0.00	(14,107.69)	0.00	17,597.09	(3,489.40)		
36-3603-0000-64605	NON-REIMB EXP							
36-3603-0000			08/02/2017	FELTON,LIANE	7.00			
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
SPECIAL HSD		6,500.00	2,416.74	0.00	7.00	4,076.26		
36-3603-0000-64908	CONTRIBUTIONS							
36-3603-3015		P1702214	05/19/2017	JANESVILLE COUNTRY CLUB	858.00			
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
SPECIAL HSD		8,000.00	5,696.48	644.28	858.00	801.24		
36-3604-0000-62119	OTHER SERVICES							
36-3604-0000		P1702329	08/02/2017	CITY OF JANESVILLE	11,994.65			
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
ECONOMIC SUPPORT		34,902.00	(0.00)	0.00	11,994.65	22,907.35		
36-3604-0000-64604	PROGRAM EXPENSE							
36-3604-0000		P1702215	08/01/2017	LATINO SERVICE PROVIDERS COALI	30.00			
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
ECONOMIC SUPPORT		4,500.00	0.00	0.00	30.00	4,470.00		
36-3605-0000-62119	OTHER SERVICES							

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
36-3606-0000		P1700408	07/31/2017	LANGUAGE LINE SERVICES	574.00	
36-3606-0000		P1700430	08/01/2017	O BRIEN AND ASSOCIATES INC	5,365.56	
IM CONSORTIUM		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		3,126,632.00	1,999,969.89	0.00	5,939.56	1,120,722.55
36-3610-0000-62119	OTHER SERVICES					
36-3610-5025		P1700374	08/10/2017	COMMUNITY COORDINATED CHILD CA	2,293.76	
CHILD CARE		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		49,106.00	21,156.54	0.00	2,293.76	25,655.70
36-3614-0000-62119	OTHER SERVICES					
36-3614-0000		P1700383	07/31/2017	ENERGY SERVICES INC	18,740.76	
LIHEAP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		490,394.00	175,525.44	0.00	18,740.76	296,127.80
36-3634-0000-62119	OTHER SERVICES					
36-3634-5011		P1700317	08/31/2017	FIRST CONGREGATIONAL UNITED CH	514.50	
36-3634-5011		P1700319	08/31/2017	ST JOHNS EVANGELICAL LUTHERAN	535.00	
36-3634-5031		P1700384	07/30/2017	FAMILY SERVICE ASSOCIATION	833.33	
36-3634-5042		P1700394	07/17/2017	HEALING HEARTS FAMILY COUNSELI	3,500.00	
36-3634-5042		P1700399	04/09/2017	HOPE CHILD AND FAMILY COUNSELI	7,770.00	
36-3634-5042		P1700436	04/30/2017	ORION FAMILY SERVICES	2,599.36	
CPS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		122,870.00	43,201.84	0.00	15,752.19	63,915.97
36-3634-0000-62176	LABORATORY					
36-3634-0000		P1700444	06/30/2017	REDWOOD TOXICOLOGY LABORATORY	12,822.39	
36-3634-0000		P1700448	07/27/2017	REDWOOD BIOTECH	1,050.46	
CPS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		28,000.00	22,545.75	0.00	13,872.85	(8,418.60)
36-3634-0000-62503	INTERPRETER FEES					
36-3634-0000		P1700512	06/21/2017	SWITS LTD	357.50	
CPS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		35,000.00	3,803.00	0.00	357.50	30,839.50
36-3634-0000-63300	TRAVEL					
36-3634-0000			07/27/2017	PETERS,EMMA	142.27	
CPS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		250,000.00	211,935.34	0.00	142.27	37,922.39
36-3634-0000-64200	TRAINING EXP					
36-3634-0000		P1702310	07/25/2017	UNIVERSITY OF WISCONSIN MILWAU	400.00	
CPS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		20,278.00	11,388.69	0.00	400.00	8,489.31
36-3634-0000-64604	PROGRAM EXPENSE					

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FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
36-3634-0000		P1701703	06/19/2017	SCHOOL DISTRICT OF JANESVILLE	1,592.89	
36-3634-1724			08/01/2017	VETTER,JOAN M	250.00	
36-3634-1724			08/01/2017	ZIELKE,LAURIE L	250.00	
36-3634-1724			08/01/2017	MOODY,ELLA DEAN	100.00	
36-3634-1731		P1700365	08/03/2017	BELOIT TRANSIT SYSTEM	295.00	
36-3634-1731		P1700404	08/03/2017	JANESVILLE TRANSIT SYSTEM	496.00	
36-3634-1731		P1700416	07/23/2017	MANPOWER GROUP US INC	12,013.12	
36-3634-1803			08/24/2017	EVANS,AMY	30.00	
36-3634-1803			08/24/2017	VEIT-SIMLER,HEIDI	38.78	
36-3634-1803			08/23/2017	WRIGHT,CHRISTIE	193.84	
36-3634-1803			07/28/2017	TILLERY,ASHLEY	5.00	
36-3634-1803			08/15/2017	CYWINSKI,AMBER	4.92	
36-3634-1803		P1700526	07/31/2017	WISCONSIN DEPARTMENT OF JUSTIC	308.00	
36-3634-1803		P1701213	07/10/2017	ABC LEARNING CENTER LLC	540.00	
36-3634-1803		P1702205	06/30/2017	BOYS AND GIRLS CLUB OF JANESVI	720.00	
36-3634-1814		P1700363	06/07/2017	BELOIT DAILY NEWS	147.70	
36-3634-1814		P1700391	07/06/2017	GREGG INVESTIGATIONS INC	675.00	
36-3634-1814		P1700401	07/18/2017	JANESVILLE GAZETTE INC	134.26	
36-3634-1814		P1700426	07/05/2017	MURRAY,DANIEL P	470.00	
36-3634-1814		P1702211	06/30/2017	DAILY JEFFERSON COUNTY UNION	28.26	
36-3634-1822		P1702212	07/31/2017	COALITION FOR CHILDREN YOUTH A	80.00	
36-3634-5000		P1700526	07/31/2017	WISCONSIN DEPARTMENT OF JUSTIC	190.00	
36-3634-5038		P1702203	07/31/2017	KWIK TRIP STORES	200.00	
36-3634-5038		P1702204	07/31/2017	KWIK TRIP STORES	200.00	
36-3634-5038		P1702334	08/18/2017	KWIK TRIP STORES	200.00	
36-3634-5038		P1702335	08/18/2017	KWIK TRIP STORES	200.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CPS		211,271.00	119,607.65	314.00	19,362.77	72,086.58
36-3639-0000-62119	OTHER SERVICES					
36-3639-0000		P1700436	04/30/2017	ORION FAMILY SERVICES	4,875.82	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
IN-HOME SAFETY		0.00	3,664.92	0.00	4,875.82	(8,540.74)
36-3641-0000-64604	PROGRAM EXPENSE					
36-3641-2570		P1700403	07/31/2017	JANESVILLE MOBILIZING 4 CHANGE	3,991.18	
36-3641-5013		P1700367	06/30/2017	CHILDRENS SERVICE SOCIETY OF W	14,260.34	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CYF PREVENTION		96,597.00	59,409.54	0.00	18,251.52	18,935.94
36-3642-0000-64604	PROGRAM EXPENSE					
36-3642-0000		P1700355	06/26/2017	ALLIANT ENERGY	258.16	
36-3642-0000		P1700399	04/09/2017	HOPE CHILD AND FAMILY COUNSELI	450.00	
36-3642-0000		P1700538	06/20/2017	MEGA LLC	150.00	
36-3642-0000		P1700540	07/13/2017	SHOPKO INC #130	150.00	
36-3642-0000		P1702207	07/11/2017	VERLO MATTRESS FACTORY	274.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
REUN SUPPORT		140,651.00	7,311.73	0.00	1,282.16	132,057.11
36-3646-0000-62119	OTHER SERVICES					
COMMITTEE: SS - HUMAN SERVICES						

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FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
36-3646-5009		P1700385	08/01/2017	FFT LLC	500.00	
36-3646-5012		P1700422	08/01/2017	3M ELECTRONIC MONITORING	687.19	
36-3646-5042		P1700373	07/30/2017	COMMUNITY CARE PROGRAMS INC	650.00	
36-3646-5042		P1700394	08/21/2017	HEALING HEARTS FAMILY COUNSELI	125.00	
36-3646-5043		P1700373	07/30/2017	COMMUNITY CARE PROGRAMS INC	1,095.00	
36-3646-5044		P1700373	07/30/2017	COMMUNITY CARE PROGRAMS INC	1,095.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JUVENILE JUSTICE		171,183.00	49,754.31	0.00	4,152.19	117,276.50
36-3646-0000-62178	LABORATORY					
36-3646-0000		P1700444	06/30/2017	REDWOOD TOXICOLOGY LABORATORY	154.47	
36-3646-0000		P1700448	07/27/2017	REDWOOD BIOTECH	30.60	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JUVENILE JUSTICE		2,300.00	724.62	0.00	185.07	1,390.31
36-3646-0000-64200	TRAINING EXP					
36-3646-5057		P1700386	07/31/2017	FOUNDATIONS COUNSELING CENTER	2,662.50	
36-3646-5057		P1702206	07/01/2017	CENTER FOR BEHAVIORAL MEDICINE	150.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JUVENILE JUSTICE		3,025.00	6,633.32	525.00	2,812.50	(6,945.82)
36-3646-0000-64604	PROGRAM EXPENSE					
36-3646-5017		P1702162	07/28/2017	MMPR	93.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JUVENILE JUSTICE		5,000.00	3,502.11	0.00	93.00	1,404.89
36-3654-0000-64604	PROGRAM EXPENSE					
36-3654-5056		P1700381	06/09/2017	DEPARTMENT OF CORRECTIONS	71,248.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
YA'S SUB CARE		1,332,059.00	1,142,156.55	0.00	71,248.00	118,654.45
36-3655-0000-64604	PROGRAM EXPENSE					
36-3655-0000		P1700526	07/31/2017	WISCONSIN DEPARTMENT OF JUSTIC	77.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
KINSHIP CARE		2,000.00	840.00	0.00	77.00	1,083.00
36-3664-0000-61915	CERT/LIC/OTHER					
36-3664-0000		P1700432	07/03/2017	OCCUPATIONAL HEALTH CENTER	47.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
YOUTH SERVICES		4,435.00	2,283.00	0.00	47.00	2,105.00
36-3664-0000-62105	FOOD SERVICES					
36-3664-0000		P1700359	07/26/2017	ARAMARK CORRECTIONAL SERVICES	9,725.64	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
YOUTH SERVICES		127,749.00	55,150.90	0.00	9,725.64	62,872.46
36-3664-0000-62119	OTHER SERVICES					

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FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
36-3664-0000		P1700354	01/14/2017	ADVANCED CORRECTIONAL HEALTHCA	5,507.11	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
YOUTH SERVICES		264,044.00	37,724.96	0.00	5,507.11	220,811.93
36-3664-0000-62163	LAUNDRY					
36-3664-0000		P1700415	07/31/2017	MADISON UNITED HEALTHCARE LINE	696.28	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
YOUTH SERVICES		10,724.00	3,822.04	0.00	696.28	6,205.68
36-3664-0000-63400	OPERATING SUPPLI					
36-3664-0000		P1700366	07/13/2017	CHARTER COMMUNICATIONS	149.78	
36-3664-0000		P1700453	07/25/2017	SENTRY FOOD STORE	40.00	
36-3664-0000		P1700535	08/10/2017	DE VERE COMPANY INC	916.00	
36-3664-0000		P1700540	07/31/2017	SHOPKO INC #130	79.82	
36-3664-0000		P1702302	07/31/2017	HEDBERG PUBLIC LIBRARY	11.27	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
YOUTH SERVICES		48,806.00	15,390.49	2,713.59	1,196.87	29,505.05
36-3683-0000-64200	TRAINING EXP					
36-3683-0000		P1702224	08/02/2017	UNIVERSITY OF WISCONSIN STEVEN	175.00	
36-3683-0000		P1702225	08/02/2017	NATIONAL TASK GROUP ON INTELL	175.00	
36-3683-0000		P1702301	08/15/2017	UNIVERSITY OF WISCONSIN STEVEN	875.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
ADRC		5,135.00	256.00	0.00	1,225.00	3,654.00
36-3683-0000-64604	PROGRAM EXPENSE					
36-3683-0000			08/03/2017	STREHLOW,AMBER	48.60	
36-3683-0000		P1700536	08/01/2017	E AND D WATER WORKS INC	41.25	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
ADRC		20,000.00	12,664.29	3,104.92	89.85	4,140.94
36-3686-0000-62112	SECURITY					
36-3686-0000		P1700521	07/31/2017	US SECURITY ASSOCIATES INC	2,930.79	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
DETOX SERVICES		42,766.00	18,909.19	0.00	2,930.79	20,926.02
36-3686-0000-62119	OTHER SERVICES					
36-3686-0000		P1700418	08/01/2017	MATT TALBOT RECOVERY SERVICES	319.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
DETOX SERVICES		214,108.00	103,554.00	0.00	319.00	110,235.00
36-3689-0000-62112	SECURITY					
36-3689-0000		P1700521	07/31/2017	US SECURITY ASSOCIATES INC	8,792.35	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CRISIS		128,297.00	56,727.49	(0.00)	8,792.35	62,777.16
36-3689-0000-62119	OTHER SERVICES					

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FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
36-3689-0000		P1700368	07/01/2017	CLARK COUNTY HEALTH CARE CEN	870.00	
36-3689-0000		P1700527	08/08/2017	WOODLAND ENHANCED HEALTH SER	4,270.00	
36-3689-0000		P1701775	08/31/2017	NETSMART TECHNOLOGIES INC	8,500.00	
36-3689-0600		P1700450	08/01/2017	ROCK VALLEY COMMUNITY PROGRAMS	69,564.00	
36-3689-0700		P1700420	06/21/2017	MERCY HEALTH SYSTEM	1,061.42	
36-3689-0800		P1701619	07/29/2017	ROGERS MEMORIAL HOSPITAL INC	29,612.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CRISIS		1,225,446.00	613,718.16	0.00	111,877.42	499,850.42
36-3689-0000-64200	TRAINING EXP					
36-3689-0000		P1702243	07/03/2017	NAMI ROCK COUNTY INC	500.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CRISIS		5,385.00	2,232.39	0.00	500.00	2,652.61
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0000		P1700365	08/08/2017	BELOIT TRANSIT SYSTEM	55.00	
36-3689-0000		P1700442	06/03/2017	PSYCHOLOGY CLINIC INC,THE	681.73	
36-3689-0000		P1702208	06/16/2017	CITY OF JANESVILLE	786.10	
36-3689-0002		P1700380	07/12/2017	NAMAN LLC	450.00	
36-3689-0002		P1700382	07/16/2017	DRIFTWOOD MOTEL	130.00	
36-3689-0002		P1700424	07/20/2017	MOTEL 6	2,515.28	
36-3689-0002		P1700428	07/24/2017	NEIGHBORHOOD HOUSING SERVICES	50.00	
36-3689-0002		P1700429	06/23/2017	NORTHERN TOWN MOTEL	800.00	
36-3689-0003		P1702319	08/16/2017	LCM ADULT FAMILY HOME INC	5,615.03	
36-3689-0004		P1700398	06/23/2017	HOMECARE PHARMACY LLC	64.67	
36-3689-0004		P1700402	07/12/2017	JANESVILLE HOMETOWN PHARMACY L	147.13	
36-3689-1221		P1700377	08/09/2017	CUNNINGHAM,LORI D	1,989.00	
36-3689-5036		P1700428	07/27/2017	NEIGHBORHOOD HOUSING SERVICES	50.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CRISIS		133,724.00	178,688.93	2,537.00	13,333.94	(60,835.87)
36-3690-0000-62119	OTHER SERVICES					
36-3690-0000		P1700396	08/03/2017	HEALTH NET OF JANESVILLE INC	4,822.25	
36-3690-0000		P1700427	07/14/2017	NEEDY MEDS INC	98.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER		78,400.00	34,872.07	0.00	4,920.25	38,607.68
36-3690-0000-62170	PHYSICIAN/OTHER					
36-3690-0000		P1700417	07/01/2017	MARCUS,JEFFREY A	13,562.64	
36-3690-0000		P1700442	06/24/2017	PSYCHOLOGY CLINIC INC,THE	5,166.72	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER		156,210.00	88,000.18	2,937.00	18,729.36	46,543.46
36-3690-0000-62503	INTERPRETER FEES					
36-3690-0000		P1700390	08/03/2017	GONZALEZ,BELEM	1,710.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER		5,500.00	2,774.60	0.00	1,710.00	1,015.40

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FOR THE MONTH OF AUGUST 2017

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36-3690-0000-64200 36-3690-0000	TRAINING EXP	P1700318	07/20/2017	FRANKLIN STREET PROPERTY GROUP		150.34
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER		5,085.00	2,369.99	0.00	150.34	2,564.67
36-3690-0000-65321 36-3690-0000	BLDG/OFC LEASE	P1700318	08/31/2017	FRANKLIN STREET PROPERTY GROUP		3,478.27
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER		61,442.00	35,605.37	0.00	3,478.27	22,358.36
36-3691-0000-62503 36-3691-0000	INTERPRETER FEES	P1700512	07/05/2017	SWITS LTD		226.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CLTS		500.00	1,255.75	0.00	226.00	(981.75)
36-3696-0000-62176 36-3696-0000	LABORATORY	P1700444	06/30/2017	REDWOOD TOXICOLOGY LABORATORY		245.54
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
TAP		14,100.00	5,730.09	(0.01)	245.54	8,124.38
36-3696-0000-64604	PROGRAM EXPENSE					
36-3696-0000			07/31/2017	SUAREZ,AMANDA		218.89
36-3696-0000		P1700365	08/07/2017	BELOIT TRANSIT SYSTEM		350.00
36-3696-0000		P1700366	07/23/2017	CHARTER COMMUNICATIONS		63.52
36-3696-0000		P1700404	08/07/2017	JANESVILLE TRANSIT SYSTEM		435.00
36-3696-0000		P1700536	07/27/2017	E AND D WATER WORKS INC		9.66
36-3696-0000		P1702279	08/11/2017	DUNKIN DONUTS		200.00
36-3696-0000		P1702280	08/11/2017	CULVERS		200.00
36-3696-0000		P1702281	08/11/2017	JIMMY JOHNS		100.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
TAP		7,825.00	8,359.41	75.00	1,577.07	(2,186.48)
36-3696-0000-65321 36-3696-0000	BLDG/OFC LEASE	P1700316	08/31/2017	DICKENS PARTNERS LLP		401.10
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
TAP		4,813.00	3,208.80	0.00	401.10	1,203.10
36-3700-0000-62119	OTHER SERVICES					
36-3700-0000		P1700402	07/31/2017	JANESVILLE HOMETOWN PHARMACY L		1,224.24
36-3700-1326		P1700400	07/31/2017	HOPE HAVEN REBOS UNITED INC		5,250.00
36-3700-1326		P1700518	07/31/2017	TELLURIAN UCAN INC		8,990.00
36-3700-1331		P1700376	07/31/2017	CROSSROADS COUNSELING CENTER		262.50
36-3700-1331		P1700412	07/31/2017	LUTHERAN SOCIAL SERVICES		220.00
36-3700-1331		P1700451	07/31/2017	ROCK VALLEY COMMUNITY PROGRAMS		10,750.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
AODA BLOCK GRANT		371,577.00	124,360.22	0.00	26,696.74	220,520.04

36-3702-0000-62176 LABORATORY

COMMITTEE: SS - HUMAN SERVICES

Page: 7

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt			
36-3702-0000		P1700444	06/30/2017	REDWOOD TOXICOLOGY LABORATORY	722.17			
DRUG COURT		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		41,500.00	18,832.30	(0.01)	722.17	21,945.54		
36-3702-0000-64604	PROGRAM EXPENSE							
36-3702-0000			08/14/2017	SUAREZ,AMANDA	13.58			
36-3702-0000		P1700366	07/23/2017	CHARTER COMMUNICATIONS	145.16			
36-3702-0000		P1700402	07/03/2017	JANESVILLE HOMETOWN PHARMACY L	402.73			
36-3702-0000		P1700443	07/14/2017	RED ROAD HOUSE INC	900.00			
36-3702-0000		P1700536	07/27/2017	E AND D WATER WORKS INC	22.08			
36-3702-0000		P1700540	06/12/2017	SHOPKO INC #130	183.50			
DRUG COURT		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		28,696.00	8,939.96	0.00	1,667.05	18,088.99		
36-3702-0000-65321	BLDG/OFC LEASE							
36-3702-0000		P1700316	08/31/2017	DICKENS PARTNERS LLP	916.80			
DRUG COURT		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		11,002.00	7,334.40	0.00	916.80	2,750.80		
36-3704-0000-62119	OTHER SERVICES							
36-3704-0000		P1700366	07/23/2017	CHARTER COMMUNICATIONS	145.16			
IDP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		13,440.00	2,236.28	0.00	145.16	11,058.56		
36-3704-0000-62503	INTERPRETER FEES							
36-3704-0000		P1700390	08/03/2017	GONZALEZ,BELEM	270.00			
IDP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		1,200.00	465.00	0.00	270.00	465.00		
36-3704-0000-64604	PROGRAM EXPENSE							
36-3704-0000		P1700536	07/27/2017	E AND D WATER WORKS INC	22.08			
IDP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		3,024.00	901.74	0.00	22.08	2,100.18		
36-3704-0000-65321	BLDG/OFC LEASE							
36-3704-0000		P1700316	08/31/2017	DICKENS PARTNERS LLP	916.80			
IDP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		11,002.00	7,334.40	0.00	916.80	2,750.80		
36-3705-0000-64604	PROGRAM EXPENSE							
36-3705-0000		P1700448	07/10/2017	REDWOOD.BIOTECH	351.67			
36-3705-0000		P1702169	07/24/2017	MANITOWOC COUNTY HUMAN SERVICE	300.00			
JJ AODA		Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
		4,200.00	1,566.00	0.00	651.67	1,982.33		
36-3706-0000-65321	BLDG/OFC LEASE							
36-3706-0000		P1700318	08/31/2017	FRANKLIN STREET PROPERTY GROUP	7,061.94			

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OSP		119,216.00	78,334.98	0.00	7,061.94	33,819.08
36-3707-0000-64604	PROGRAM EXPENSE					
36-3707-0000	P1700435	07/31/2017	OREGON MENTAL HEALTH SERVICES		140.00	
36-3707-0000	P1700512	06/21/2017	SWITS LTD		713.75	
36-3707-0000	P1701752	08/04/2017	OFFICE PRO INC		2,072.00	
36-3707-0000	P1701966	07/31/2017	AVAIL THERAPEUTIC SERVICES LLC		3,281.25	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CCS		169,627.00	64,807.56	0.00	6,207.00	98,612.44
36-3707-0000-67160	CA \$500-\$4,999					
36-3707-0000	P1701770	07/17/2017	HENRICKSEN		34,904.19	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CCS		59,118.00	0.00	0.00	34,904.19	24,213.81
36-3709-0000-62176	LABORATORY					
36-3709-0000	P1700444	06/30/2017	REDWOOD TOXICOLOGY LABORATORY		476.62	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OWI COURT		27,400.00	11,123.12	(0.01)	476.62	15,800.27
36-3709-0000-64604	PROGRAM EXPENSE					
36-3709-0000	P1700366	07/23/2017	CHARTER COMMUNICATIONS		99.81	
36-3709-0000	P1700536	07/27/2017	E AND D WATER WORKS INC		15.18	
36-3709-0000	P1702332	08/18/2017	PROSPERITY HEALTH AND WELLNESS		500.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OWI COURT		19,652.00	17,713.99	0.00	614.99	1,323.02
36-3709-0000-65321	BLDG/OFC LEASE					
36-3709-0000	P1700316	08/31/2017	DICKENS PARTNERS LLP		630.30	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OWI COURT		7,564.00	5,042.40	0.00	630.30	1,891.30
36-3709-0000-67160	CA \$500-\$4,999					
36-3709-0000	P1702000	07/31/2017	NEURO TEK CORP		654.68	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OWI COURT		639.00	0.00	0.00	654.68	(15.68)
36-3713-0000-64604	PROGRAM EXPENSE					
36-3713-2017		06/09/2017	SCIENZINSKI DAVIS CORP		468.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
SHELTER PLUS		6,500.00	6,200.46	0.00	468.00	(168.46)
36-3730-0000-62119	OTHER SERVICES					
36-3730-1000	P1700454	07/21/2017	SOUTHWEST WISCONSIN WORKFORCE		868.12	

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
JOB CENTER		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		54,275.00	2,891.87	0.00	868.12	50,515.01
36-3730-0000-62200	UTILITIES					
36-3730-1000		P1700356	08/04/2017	ALLIANT ENERGY		5,662.03
36-3730-1000		P1700405	08/02/2017	JANESVILLE WATER AND WASTEWATE		2,350.32
JOB CENTER		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		85,200.00	45,405.84	0.00	8,012.35	31,781.81

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt
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I have reviewed the preceding payments in the total amount of \$493,609.98

Date: Dept Head _____

Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY



Phil Boutwell
DRAFTED BY

Human Services Board
SUBMITTED BY

August 3, 2017
DATE DRAFTED

Awarding Contract for Paraprofessional Services for Rock County Human Services Child Protective Services Programs

- 1 **WHEREAS**, Rock County Human Services wishes to centralize a number of paraprofessional service
- 2 contracts and the Family Skills Program under one provider; and,
- 3
- 4 **WHEREAS**, the paraprofessional contract will give Human Services the flexibility to shift some
- 5 paraprofessional work from the CPS social workers to the contracted provider in order to give Human
- 6 Services capacity to handle increasing caseloads; and,
- 7
- 8 **WHEREAS**, the Purchasing Department solicited proposals for Child Protective Services
- 9 Paraprofessional Services for a three-year period, beginning January 2018, with up to three additional one-
- 10 year extensions; and,
- 11
- 12 **WHEREAS**, four raters evaluated the proposals and unanimously selected the PSG proposal at a level of
- 13 19,000 hours of paraprofessional services, per year.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 16 this _____ day of _____, 2017, does hereby approve entering into a contract for
- 17 paraprofessional services with PSG of Kenosha, Wisconsin under the terms set forth in Request for
- 18 Proposal #2017-42, and authorizes the County Board Chair to approve the contract.

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Karl Dommershausen

Terry Fell

Linda Garrett

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

AWARDING CONTRACT FOR PARAPROFESSIONAL SERVICES FOR ROCK COUNTY
HUMAN SERVICES CHILD PROTECTIVE SERVICES PROGRAMS
Page 2

FISCAL NOTE:

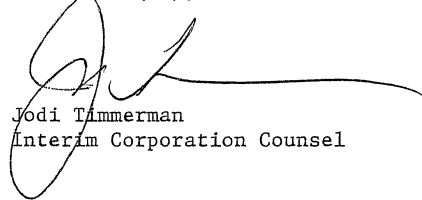
If approved, this contract would start in January 2018. Therefore, funds will need to be included in the 2018 budget for the cost of this contract.



Sherry Oja
Finance Director

LEGAL NOTE:

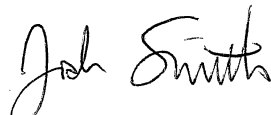
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.



Jodi Timmerman
Interim Corporation Counsel

ADMINISTRATIVE NOTE:

The Human Services Department completed an in-depth review into staff turnover and retention among Child Protective Services (CPS) staff and identified paraprofessional support as one of a number of potential improvements. At this point in time this change is estimated to cost approximately \$30,000 more than the current service structure. I will be recommending this change in the 2018 recommended budget, likely along with other recommendations from the turnover study. Therefore, I recommend this resolution be approved so that work can begin on planning for implementation with the vendor contingent upon budget approval.



Josh Smith
County Administrator

Awarding Contract for Paraprofessional Services for Rock County Human Services Child
Protective Services Program

Executive Summary

The Human Services Department requests the County Board award the paraprofessional contract, which is the first step in a 2018 budget initiative that centralizes and expands paraprofessional support services for the CPS Social Workers. This initiative comes from an extensive look into CPS worker burnout and turnover. It shifts some paraprofessional work from Social Workers to a paraprofessional service contract. CPS Managers believe the change makes the Social Workers more efficient, better poised to handle increasing caseloads and reduce turnover.

The CPS Managers found that 32,000 hours per year of paraprofessional work is performed in CPS operations. Paraprofessional work includes: family interactions, safety checks, prison visits, arranging appointments, scheduling transportation, transporting children and in-home parenting services. Roughly 16,000 of those hours currently fall under a variety of service contracts, and paraprofessional services through the Family Skills Program. The other half of the workload is done by CPS Social Workers who devote approximately 16,000 hours per year to perform paraprofessional work. This is not the best use of their time, especially when there is increasing caseloads and larger numbers of children in out-of-home placements.

CPS Managers requested contract proposals from vendors to price three levels of paraprofessional services: 19,000 hours, 24,000 hours, and 29,000 hours on an annual basis. The work would be done Monday through Friday from 7:00 a.m. to 6:00 p.m. with some occasional weekend hours.

The HSD Deputy Director, CYF Division Manager and two CPS Program Managers rated the proposals. They unanimously selected PSG of Kenosha Wisconsin as the potential contractor at 19,000 hours per year for a three year period. That level of service would absorb four existing service contracts and Family Skills Program. In addition, it redirects 3,000 hours of paraprofessional work from Social Workers. The additional help is needed because the number of substitute care placements in CPS increased 54% from March 2014 (98 placements) to March 2017 (151 placements).

Two of the three Family Skills worker positions are currently vacant and will not be filled. The employee filling a Family Skills positions will be reassigned to the CPS Unit that does In-Home Safety Services.

The HSD 2018 budget request includes \$620,000 to pay PSG for 19,000 hours of contracted services.



PROPOSAL SUMMARY FORM

PROPOSAL NUMBER 2017-42
 PROPOSAL NAME PARAPROFESSIONAL SERVICES
 PROPOSAL DUE DATE JULY 17, 2017 – 12:00 NOON
 DEPARTMENT HUMAN SERVICES-CHILD PROTECTIVE SERVICES

	PROFESSIONAL SERVICES GROUP KENOSHA WI	CHILDREN'S HOSPITAL OF WISCONSIN COMMUNITY SERVICES MILWAUKEE WI
RATER 1	92	83
RATER 2	84	79
RATER 3	90	65
RATER 4	88	79
TOTAL SCORE	354	306

Request for Proposals was advertised in the Beloit Daily News and on the Internet. Two additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: *[Signature]*

[Signature] SIGNATURE *8/2/17* DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____