



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, March 27, 2019 – 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 March 13, 2019 *
4. Citizen Participation, Communications and Announcements
5. Submission of Committee Requests
6. Approval of Contracts and Transfers – Ms. Luster
7. March HSD Employee Impact Award Recognition – Ms. Luster
8. Resolution Amending the 2019 Human Services Department Budget to Accept 10 Steps to Risk Reduction Training Funds * – Mr. Trautsch
9. Resolution Creating a 0.4 FTE Psychological Technician Position and Deleting a 0.4 FTE Administrative Assistant Position * – Mr. Winkler
10. Director's Report
 - Report on Revised HSD Vision, Mission & Guiding Principles
 - Update of Efforts of HSD Core Steering Committee
11. **Next Meeting: Wednesday, April 10, 2019, Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.**
12. Adjourn

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

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**

Katherine Luster
INITIATED BY



Penny Nevcosi
DRAFTED BY

Human Services Board
SUBMITTED BY

March 14, 2019
DATE DRAFTED

**Amending the 2019 Human Services Department Budget
to Accept 10 Steps to Risk Reduction Training Funds**

1 **WHEREAS**, the Wisconsin Department of Justice awarded Rock County \$14,000 to provide 10 Steps
2 to Risk Reduction training for youth justice system workers in Rock, Jefferson and Walworth Counties;
3 and,
4

5 **WHEREAS**, the Carey Guides and Brief Intervention Tools (BITS) will serve to enhance a worker's
6 ability to understand the personal and environmental factors underlying a youth's delinquent behavior
7 and provide workers with specific tools to teach youth skills for making positive decisions; and,
8

9 **WHEREAS**, the first six months of the grant is a policy and procedure development phase, and the 10
10 Steps to Risk Reduction training will be delivered in the fall of 2019; and,
11

12 **WHEREAS**, the youth justice system improvement long term goals are to enhance public safety by
13 reducing risk and increasing skills and protective capacities; and,
14

15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
16 this _____ day of _____, 2019, does hereby authorize the acceptance of 10 Steps to Risk
17 Reduction training funding.
18

19 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2019 be amended
20 as follows:
21

22 Account/Description	Budget	Increase	Amended
23 <u>Source of Funds</u>	<u>03/01/19</u>	<u>(Decrease)</u>	<u>Budget</u>
24 36-3646-0000-42100	\$0	\$14,000	\$14,000
25 Federal Aid			
26			
27			
28 <u>Use of Funds</u>			
29 36-3646-0000-62119	\$139,500	\$14,000	\$153,500
30 Contracted Services			

Amending the 2019 Human Services Department Budget to Accept 10 Steps to Risk Reduction Training Funds
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Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Stephanie Aegerter

Vicki L. Brown

Terry Fell

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

FINANCE COMMITTEE ENDORSEMENT

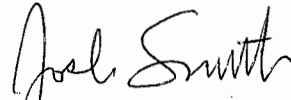
Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

Date

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

FISCAL NOTE:

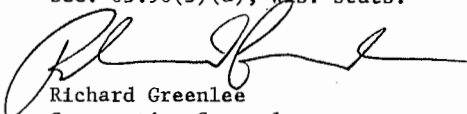
This grant authorizes the acceptance and expenditure of \$14,000 in federal aid (passed through WI DOJ) for risk reduction training for youth justice system workers.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2019 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.



Richard Greenlee
Corporation Counsel

EXECUTIVE SUMMARY

Amending the 2019 Human Services Department Budget to Accept 10 Steps to Risk Reduction Training Funds

The Wisconsin Department of Justice awarded Rock, Jefferson and Walworth Counties \$14,000 for the purposes of youth justice system improvement, with Rock County being the identified lead in this partnership. Training will be coordinated for workers within the youth justice system to develop skills related to the use of evidence-based tools that can be integrated into case management strategies. The Carey Guides and Brief Intervention Tools (BITS) focus on enhancing a worker's ability to understand the personal and environmental factors underlying a youth's delinquent behavior and provide workers with specific tools to teach youth skills for making positive decisions. Carey Guides are effective interventions for risk reduction and also serve to improve fairness and equity, address barriers to progress, and maximize strengths.

The DOJ grant covers the cost of the training and associated materials for up to 60 workers. During the first half of 2019, the collaborative leadership team will develop policies and procedures to support the implementation of the Carey Guides and BITS as well as coordinate the training. The 10 Steps to Risk Reduction training will be delivered in the fall of 2019 and then the collaborative leadership team will focus on quality assurance in use of the tools. The youth justice system improvement long term goals are to enhance public safety by reducing risk and increasing skills and protective capacities.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY



Marci Taets
DRAFTED BY

Human Services Board
SUBMITTED BY

March 15, 2019
DATE DRAFTED

**CREATING A 0.4 FTE PSYCHOLOGICAL TECHNICIAN POSITION
AND DELETING A 0.4 FTE ADMINISTRATIVE ASSISTANT POSITION**

- 1 **WHEREAS**, the 2019 Human Services Department Budget includes funding for a 0.4 Administrative
- 2 Assistant position to support the Department's Treatment Court programs; and,
- 3
- 4 **WHEREAS**, the duties and hours of this Administrative Assistant position more closely match those of
- 5 a Psychological Technician position; and,
- 6
- 7 **WHEREAS**, the Department compared the costs of the two positions and determined that a
- 8 Psychological Technician position would only cost \$153 more than an Administrative Assistant position
- 9 during the first year of employment; and,
- 10
- 11 **WHEREAS**, the Department can absorb this cost within the 2019 Budget; and,
- 12
- 13 **WHEREAS**, it is anticipated that a 0.4 FTE Psychological Technician position will be easier to fill and
- 14 better meet the needs of the Department.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 17 this _____ day of _____, 2019 does hereby approve the creation of a 0.4 FTE Psychological
- 18 Technician position and the deletion of a 0.4 FTE Administrative Assistant position in the Human Services
- 19 Department's Behavioral Health--Outpatient Program budget.

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Kathy Schulz

Sally Jean Weaver-Landers, Vice Chair

Terry Thomas

Stephanie Aegerter

Shirley Williams

Vicki L. Brown

Terry Fell

Ashley Kleven

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer


Alan Sweeney

Terry Thomas

Bob Yeomans


FISCAL NOTE:

The cost differential of deleting the 0.4 FTE AA position and creating the slightly more expensive 0.4 FTE will be funded with current vacancies.


Sherry Oja
Finance Director

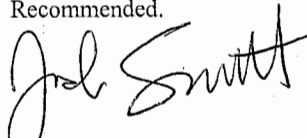
LEGAL NOTE:

The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

CREATING A 0.4 FTE PSYCHOLOGICAL TECHNICIAN POSITION
AND DELETING A 0.4 FTE ADMINISTRATIVE ASSISTANT POSITION

This resolution creates a 0.4 FTE Psychological Technician position and deletes a 0.4 FTE Administrative Assistant position in the Human Service Department's Behavioral Health--Outpatient Program.

The 2019 Human Services Department Budget included funding for a 0.4 Administrative Assistant position to support the Department's Treatment Court programs, but the duties and hours of this AA position more closely match those of a Psychological Technician position.

The Department compared the costs of the two positions and determined that a Psychological Technician would only cost \$153 more than an Administrative Assistant during the first year of employment, and this amount can be absorbed within the 2019 Budget.