

**FINANCE COMMITTEE
Minutes – December 18, 2014**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, December 18, 2014, in Conference Room N-1 Rock County Courthouse East.

Committee Members Present. Supervisors Mawhinney, Kraft, Beaver, Fox and Podzilni.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Mickey Crittenden, Information Technology Director; Jodi Millis, Purchasing Manager; Joyce Lubben, Council on Aging Director; Sara Mooren, Human Services - Administrative Services Division Manager.

Others Present: None.

Approval of Agenda. Chair Mawhinney said there is an addition as 5.E.3) County Board Staff bills. Supervisor Fox moved approval of the amended agenda with this addition, second by Supervisor Kraft. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – December 4, 2014. Supervisor Kraft moved approval of the minutes of December 4, 2014 as presented, second by Supervisor Fox. ADOPTED.

Transfers and Appropriations.

Sheriff's Office

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
21-2100-0000-46205	\$2,071.11	21-2100-0000-62410	\$2,071.11
Comp. Loss Fixed Assets		Repair Maintenance Vehicles	
21-2100-0000-61920	7,000	21-2100-0000-64205	8,400
Physicals - LES		Staff Education	
21-2100-0000-67160	1,400		
Capital Assets \$500 - \$4,999			

Human Services Department

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
36-3689-0000-62609	7,000	36-3602-0000-63104	3,000
State Institutes		Overhead Printing & Duplication	
		36-3602-0000-65103	4,000
		Overhead – Public Liability	
36-3654-0000-64604	\$ 55,000	36-3646-0000-62119	\$55,000
CYF – Ongoing Sub Care		CYF – Contracted Services	

36-3604-0000-61210	3,000	36-3604-0000-63300	3,000
ESS Overtime		ESS Travel	
36-3689-0000-62609	47,000	36-3664-0000-62400	1,500
State Institutes		YSC Repair & Maintenance	
		36-3664-0000-62119	15,000
		YSC Contracted Services	
		36-3690-0000-62503	3,500
		Outpatient Interpreter Fees	
		36-3690-0000-62170	27,000
		Outpatient – Physician and Other	
36-3703-0000-68208	3,200	36-3703-0000-64604	3,200
IDP Enhance – Allocation		IDP Enhancement – Program	

Planning & Development

FROM

<u>Account #</u>	<u>Amount</u>
64-6460-0000-61100	31,154
Housing Clearing Account - Wages	
64-6460-0000-61400	2,363
Housing Clearing Account – FICA	
64-6460-0000-61510	3,670
Housing Clearing Account – Retirement	
64-6460-0000-61610	7,075
Housing Clearing Account – Health Insurance	

TO

<u>Account #</u>	<u>Amount</u>
64-6460-0000-62119	44,262
Housing Clearing A/C – Other Contr Svc	

Public Works

FROM

<u>Account #</u>	<u>Amount</u>
00-0000-0001-46205	\$23,372.66
Compensation – Loss of Fixes Asset	

TO

<u>Account #</u>	<u>Amount</u>
41-4350-4240-63599	\$22,708.00
Sundry Items	
41-4350-4240-63503	664.66
Machinery & Equipment Parts	

Supervisor Beaver moved approval of the above Transfers and Appropriations for the Finance Committee, second by Supervisor Kraft. ADOPTED.

Bills and Encumbrances - 2014

General Fund	\$ 2,832.00
Information Technology	10,301.50
IT Cross Charges	27,930.03
Elections	1,748.66
Tax Deed Expense	143.96
Property & Liability Insurance	581.60
Employee Wellness Activities	35.00

Bills and Encumbrances - 2015

Information Technology	\$ 6,170.52
IT Cross Charges	10,690.91
IT Cross Charges	85,039.71
Finance Director	300.00

Indirect Cost Reimbursement	7,700.00
Auditing and Special Accounting	90,000.00
Information Technology	8,200.00
IT Cross Charges	4,588.00
Property & Liability Insurance	270,000.00
Alternative Residential	12,750.00
Community Service	60,755.00
RSVP	26,904.00
RSVP Assisted Transportation	24,803.00
Heritage Rock County	22,546.00

Supervisor Kraft moved approval of the above Bills and Encumbrances for the Finance Committee, second by Supervisor Fox. ADOPTED.

Bills Over \$10,000

Blackhawk Technical College	\$ 17,200.35
Community Care Programs Inc.	10,575.00
Community Action Inc. of Rock	11,616.97

Supervisor Kraft moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Fox. ADOPTED.

Encumbrances Over \$10,000.

Mercy Health System	\$ 310,000.00
O'Brien and Associates Inc.	22,926.00
Pitney Bowes Inc.	46,500.00
Rock Valley Community Programs	791,688.00
Sara Investment Real Estate LLC	119,222.00
Service Master Commercial Cleaning	44,076.00
Manpower	35,000.00
Aramark Uniform Services Inc.	102,000.00
Advanced Disposal Services	16,500.00
Amsan LLC	11,000.00
Charter Communications	19,500.00
Country Quality Dairy	40,000.00
Centrad Healthcare Inc.	33,500.00
Leadingage Wisconsin	11,000.00
Gordon Food Service	50,000.00
Mercy Health System	25,500.00
MJ Care Inc.	393,000.00
Pinnacle Pharmacy	222,000.00
Wisconsin Partnership for Hous	120,169.00
McKesson Medical Supply	165,500.00
Wisconsin Counties Association	18,958.00
Ewald Automotive Group	189,598.00
Ewald Automotive Group	43,852.00
Ewald Automotive Group	19,215.00
3M Electronic Monitoring	25,500.00
Alliant Energy	83,500.00
Professional Medical Inc.	40,000.00

Rao, Ramachiandra	35,000.00
Reinhart Foodservice LLC	19,000.00
Kalamber MC, Robert L.	44,000.00
Sysco Foods of Baraboo LLC	147,000.00
Tropic Juices Inc.	13,000.00
Wisconsin Department of Health	261,120.00
Wisconsin Health Care Liability	35,000.00
West MD, William Peter	145,000.00
Aramark Correctional Services	79,858.00
Aramark Uniform Services Inc.	12,346.00
Aurora Health Care	65,000.00
Clearview North	75,000.00
Dane County Department of Human	207,108.00
Energy Services Inc.	389,217.00
Health Net of Janesville Inc.	57,867.00
Janesville Mobilizing 4 Change	56,785.00
Manpower Group US Inc.	40,096.00
US Security Associates Inc.	174,386.00
University of Wisconsin Hospital	42,500.00
Community Action Inc. Of Rock &	235,400.00

Supervisor Beaver moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments.

General Services

General Services	\$	17,930.56
Glen Oaks Facility Operations		555.02
Youth Services Center		160.49
Communications Center Operation		2,123.77
Diversion/ASC		102.80
Jail Capital Improvements		15,529.74
Courthouse Facility Project		1,720.00
YSC Capital Improvement		7,400.00
Postage Meter		180,000.00
General Services		70,993.04
Glen Oaks Facility Operation		382.00
Youth Services Center		13,031.00
Communications Center Operations		1,025.00
Diversion/ASC		2,559.55
Jail Capital Improvements		2,000.00

Education, Veterans & Aging Services

Senior Citizen	\$	40.00
Nutrition		1,426.34
Delivered Meals		1,222.77
Elderly & Handicapped Transportation		5,477.31

Title III-E Family Caregiver Support	1,540.00*
Senior Citizen	1,300.00
Title III-B	19,035.00
Community Services	11,335.00
Nutrition	191,820.00
Delivered Meals	154,710.00
Elderly & Handicapped Transportation	317,291.00
Title III-D	2,200.00
Title III-E Family Caregiver Support	5,300.00
Mobility Manager	3,100.00
Benefit Specialist	400.00
State Pharm Asst	9,967.00

*Chair Mawhinney said \$72.00 was charged to account 30-3915-000-62615 and it should have been charged to account 30-3915-0000-64615.

County Board Staff

County Board	\$ 1,801.27
Human Resources	25.00
Human Resources	1,064.00

Supervisor Podzilni moved approval of the above Bills and Encumbrances for General Services Committee, Education, Veterans and Aging Services Committee and County Board Staff Committee with this correction, second by Supervisor Kraft. ADOPTED.

Committee Approvals.

Accepting the 2015 EPCRA Planning Grant and Approving the 2015 Local Emergency Planning Committee Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015, accepts the 2015 EPCRA Planning Grant award and approves the 2015 Local Emergency Planning Committee Budget as follows:

...”

Supervisor Beaver moved Finance Committee Endorsement of the above resolution, second by Supervisor Kraft. ADOPTED.

Authorizing Acceptance of Additional Home Visitation Grant Funds and Amending the HSD 2014 Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015, does hereby authorize the acceptance of an additional \$107,376 for Family Foundations Comprehensive Home Visitation Program; and,

BE IT FURTHER RESOLVED, that the Human Services Department budget for 2014 be amended as follows:

...”

Supervisor Podzilni moved Finance Committee Endorsement of the above resolution, second by Supervisor Fox. ADOPTED.

Establishing a Prime Furniture Vendor for 2015 through 2017 with the Option to Renew for 2018 and 2019

Supervisor Fox moved approval to establish Henricksen of Madison, WI as Rock County's prime furniture vendor for 2015 through 2017 with option to renew for 2018 and 2019, second by Supervisor Podzilni. ADOPTED.

Authorizing Continuing Contract with Professional Benefit Administrators, Inc. for Third Party Administration of the County's Health Plan. Ms. Oja said this is a one year renewal and explained that we are currently paying \$13.25 per employee per month and that will be going up to \$13.90 per employee per month. The fees and service will remain the same.

Supervisor Podzilni moved approval of the one year renewal of the contract with PBA for third party administration of the County's health plan, second by Supervisor Beaver. ADOPTED.

Report on Cash Balances and Investments. Ms. Oja updated the Committee on cash balances and investments as of November 30, 2014.

Adjournment. Supervisor Beaver moved adjournment at 7:54 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.