



**FINANCE COMMITTEE  
THURSDAY, AUGUST 6, 2015 - 7:30 A.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Amended  
7/30/15**

**AGENDA**

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – July 2, 2015
4. Review and Commends on the 2014 Certified Audit – Baker Tilly Virchow Krause, LLP
5. Committee Review and Approval of Per Meeting Allowances
6. Transfers and Appropriations
  - A. Information Technology
  - B. Medical Examiner**
7.
  - A. Bills
  - B. Bills Over \$10,000
  - C. Encumbrances Over \$10,000
  - D. Pre-Approved Encumbrance Amendments
  - E. Approval of Bills for Other Departments
8. Committee Approval
  - A. Amending 2015 Council on Aging Budget to Adjust Title III, Mobility Manager and Lighten Up! Allocations
  - B. Amending the Sheriff's Office Budget for Costs Related to the Beloit Stop the Violence Initiative (Resolution will be provided at the meeting.)
  - C. Amending the 2015 HSD Budget to Accept the Transfer of County General Funds (Contingent on Human Services Board Approval)**
9. Semi-Annual Report – Attendance at Conventions/Conferences
  - A. County Clerk
  - B. Finance
  - C. Information Technology
  - D. Land Records
  - E. Register of Deeds
  - F. Treasurer
10. Authorize Donation of Vendor Prize for United Way Raffle
11. Adjournment

# Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR      Date 7/20/2015      Transfer No. 15-44  
 Requested By Information Technology      Mickey Crittenden  
    Department      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 07-1438-0000-62400 Description: Repair & Maintenance Current Balance: 3,560	3,560	Account #: 07-1438-0000-67130 Description: Terminals & PCs	3,560
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

The funds were budgeted for support contract costs for the 911 Computer Aided Dispatch servers. The contact cost came in under our estimate.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

Funds are needed to supply each law enforcement officer with a USB fob that uniquely identifies him/her. FBI rules require that we have officer authenticate themselves with more than just a username/password while in a squad car for access to their criminal history data. The Terminal & PC account previously had enough to cover over half of the fobs needed. The transfer from the R & M account will cover the remainder of the costs.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *95 7-21-15*

**ADMINISTRATIVE NOTE:**

Recommended. *[Signature]* *7-21-15*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR      Date July 30, 2015      Transfer No. 15-47  
 Requested By Medical Examiner      Department Barry E. Irmén      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 28-2650-0000-62170 Description: Physicians and Other Services Current Balance: \$44,899	\$3,000	Account #: 28-2650-0000-61290 Description: Employee Physicals	\$3,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

This is the first year that the DCMEO has managed the Rock County Medical Examiner's Department. The line item/ account 62170 Physicians and Other Services was previously used for many expenses. The hiring process changed in 2015 to require additional substantiation that a candidate is appropriate. The budget work in 2014 for the newly formed Medical Examiner's Department was estimated with caution. I believe that the transfer of funds from this category to a more appropriate line does not suggest that there were extra funds in a line it simply more appropriately allows for more accurate accountability.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

This transfer was directed by Administration and allows for more accurate accounting of personnel recruitment costs.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *5/23/15*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature]* *7-30-15*

**REQUIRED APPROVAL**

DATE

COMMITTEE CHAIR

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-62119	OTHER SERVICES	P1501871	07/08/2015	EDCI	462.50	
		P1502526	06/30/2015	DIGGERS HOTLINE INC	55.68	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	64,375.00	14,828.54	11,459.53	518.18	37,568.75	
07-1430-0000-62210	TELEPHONE	P1502524	07/16/2015	ENTERPRISE SYSTEMS GROUP	272.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		61,457.00	34,553.58	0.00	272.00	26,631.42
07-1430-0000-62400	R & M SERV	P1502431	07/02/2015	DELL	187.49	
		P1502549	07/07/2015	CONTINGENCY PLANNING SOLUTIONS	10,529.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	149,639.00	68,315.20	5,137.66	10,716.49	65,469.65	
07-1430-0000-62421	COMPUTER EQUIP	P1500484	07/06/2015	LASER PRINTER SOLUTIONS LLC	269.00	
		P1502343	06/18/2015	CDW GOVERNMENT INC	53.20	
		P1502394	06/25/2015	CDW GOVERNMENT INC	999.50	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	9,000.00	3,196.36	1,670.00	1,321.70	2,811.94	
07-1430-0000-62491	SOFTWARE MAINT	P1502257	06/16/2015	CDW GOVERNMENT INC	10,250.00	
		P1502445	01/01/2015	SHI INTERNATIONAL CORP	49,561.05	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	238,540.00	119,366.56	10,142.26	59,811.05	49,220.13	
07-1430-0000-63100	OFC SUPP & EXP	P1502362	06/09/2015	HOME DEPOT/GECF	119.76	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,275.00	459.76	0.00	119.76	1,695.48
07-1430-0000-63407	COMPUTER SUPPL	P1502252	06/12/2015	CDW GOVERNMENT INC	382.32	
		P1502261	06/22/2015	GRAYBAR INC	79.87	
		P1502262	06/16/2015	CDW GOVERNMENT INC	48.14	
		P1502290	06/18/2015	CDW GOVERNMENT INC	64.10	
		P1502364	06/19/2015	CDW GOVERNMENT INC	250.40	
		P1502371	06/23/2015	CDW GOVERNMENT INC	148.45	
		P1502467	07/06/2015	CDW GOVERNMENT INC	31.70	
		P1502528	07/13/2015	CDW GOVERNMENT INC	23.20	
		P1502596	07/08/2015	FASTENAL COMPANY	259.49	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,379.00	7,207.99	909.50	1,287.67	16,973.84
07-1430-0000-64701	SOFTWARE PURCH				
		P1502254	06/17/2015	CDW GOVERNMENT INC	908.85
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	67,035.00	249.21	7,249.72	908.85	58,627.22
07-1430-0000-67130	TERMINALS/PC'S				
		P1502421	06/26/2015	CDW GOVERNMENT INC	4,919.28
		P1502531	07/13/2015	CDW GOVERNMENT INC	948.90
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	60,000.00	17,477.58	0.00	5,868.18	36,654.24
07-1430-0000-67131	OTHER COMP HARDW				
		P1502168	06/15/2015	CDW GOVERNMENT INC	6,999.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	72,000.00	5,902.01	0.00	6,999.00	59,098.99
<b>INFORMATION TECHNOLOGY PROG TOTAL</b>				<b>87,822.88</b>	
07-1435-0000-62491	SOFTWARE MAINT				
		P1502525	07/07/2015	STUFF SOFTWARE INC	995.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,050.00	0.00	0.00	995.00	55.00
<b>TELEPHONE OPERATIONS PROG TOTAL</b>				<b>995.00</b>	
07-1438-0000-62400	R & M SERV				
		P1502282	06/17/2015	CDW GOVERNMENT INC	12,540.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	16,100.00	0.00	0.00	12,540.00	3,560.00
<b>LAW RECORDS PROG TOTAL</b>				<b>12,540.00</b>	
07-1444-0000-67131	OTHER COMP HARDW				
		P1502405	06/26/2015	TRANSCENDENT LLC	72,882.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	267,875.00	154,557.35	675.02	72,882.50	39,760.13
<b>IT CAPITAL PROJECTS PROG TOTAL</b>				<b>72,882.50</b>	
07-1450-0000-62491	SOFTWARE MAINT				
		P1502208	06/16/2015	CARLSON SOFTWARE INC	175.00
		P1502449	07/01/2015	NETSMART TECHNOLOGIES INC	7,188.48
		P1502562	07/01/2015	EMLOGIS INC	4,800.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	384,140.00	189,791.21	49,820.70	12,163.48	132,364.61
07-1450-0000-64701	SOFTWARE PURCH				
		P1502208	06/16/2015	CARLSON SOFTWARE INC	750.00
		P1502613	07/16/2015	WISCONSIN DEPARTMENT OF JUSTIC	2,150.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	446,668.00	152,570.75	197,729.00	2,900.00	93,468.25
07-1450-0000-67130	TERMINALS/PC'S				
		P1502481	07/07/2015	CDW GOVERNMENT INC	309.51
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	86,731.00	74,188.05	0.00	309.51	12,233.44
07-1450-0000-67143	IT CROSS CHARGES				
		P1502002	03/06/2015	CHESTNUT HEALTH SYSTEMS	2,210.00
		P1502026	06/15/2015	MOTOROLA SOLUTIONS INC	1,640.00
		P1502158	07/01/2015	CDW GOVERNMENT INC	161.08
		P1502209	06/24/2015	SKILLSOFT CORPORATION	347.00
		P1502246	06/23/2015	CDW GOVERNMENT INC	1,090.18
		P1502253	06/23/2015	ENTERPRISE SYSTEMS GROUP	1,038.50
		P1502255	08/12/2015	CITIES DIGITAL	1,636.35
		P1502256	06/23/2015	ENTERPRISE SYSTEMS GROUP	858.50
		P1502326	06/16/2015	CDW GOVERNMENT INC	45.32
		P1502393	06/25/2015	CDW GOVERNMENT INC	22.14
		P1502443	06/30/2015	CDW GOVERNMENT INC	35.48
		P1502465	07/02/2015	CDW GOVERNMENT INC	9.53
		P1502478	07/07/2015	CDW GOVERNMENT INC	43.68
		P1502479	07/07/2015	CDW GOVERNMENT INC	457.20
		P1502480	07/07/2015	CDW GOVERNMENT INC	234.40
		P1502520	07/10/2015	ENTERPRISE SYSTEMS GROUP	362.00
		P1502523	07/10/2015	CDW GOVERNMENT INC	35.48
		P1502530	07/13/2015	CDW GOVERNMENT INC	298.17
		P1502533	07/01/2015	ICS SOFTWARE LTD	300.00
		P1502547	07/13/2015	CDW GOVERNMENT INC	916.19
		P1502594	07/16/2015	ENTERPRISE SYSTEMS GROUP	714.50
		P1502617	02/28/2015	NETSMART TECHNOLOGIES INC	38,190.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	140,170.92	25,978.47	50,645.70	(16,795.09)
<b>IT-CROSS CHARGES PROG TOTAL</b>				<b>66,018.69</b>	

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 **\$240,259.07**

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:

**AUG 06 2015**

Dept Head \_\_\_\_\_

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

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1410-0000-63100	OFC SUPP & EXP				
		P1502532	07/09/2015	TRICOR INC	20.00
		P1502630	07/14/2015	WEST BEND MUTUAL INSURANCE COI	20.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,500.00	938.00	0.00	40.00	2,522.00
<b>COUNTY CLERK PROG TOTAL</b>				<b>40.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$40.00**

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: **AUG 06 2015**

Dept Head \_\_\_\_\_

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



COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1541-0000-64901	TAX DEED EXP				
		P1502556	07/14/2015	BELOIT DAILY NEWS	3,007.52
		P1502561	07/14/2015	JANESVILLE GAZETTE INC	90.62
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	15,507.95	0.00	3,098.14	(8,606.09)
<b>TAX DEED EXPENSE PROG TOTAL</b>				<b>3,098.14</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$3,098.14**

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: **AUG 06 2015**

Dept Head \_\_\_\_\_

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
17-1710-0000-63103	LEGAL FORMS	P1502504	07/01/2015	DEPARTMENT OF HEALTH SERVICES	801.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,200.00	1,207.50	0.00	801.00	191.50
17-1710-0000-63105	RECORD BOOKS	P1502140	06/27/2015	EXCEL BINDING INC	290.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	300.00	0.00	0.00	290.00	10.00
<b>REGISTER OF DEEDS PROG TOTAL</b>				<b>1,091.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$1,091.00**

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: **AUG 06 2015**

Dept Head \_\_\_\_\_

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1933-0000-64904 ENC	SUNDRY EXPENSE	R1502971	07/24/2015	JP MORGAN CHASE BANK NA	1,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,680.00	2,273.99	697.50	1,500.00	5,208.51
<b>EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL</b>				<b>1,500.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$1,500.00**

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:

**AUG 06 2015**

Dept Head \_\_\_\_\_

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging  
Services Committee  
INITIATED BY



Joyce Lubben  
DRAFTED BY

Education, Veterans & Aging  
Services Committee  
SUBMITTED BY

June 16, 2015  
DATE DRAFTED

**AMENDING THE 2015 COUNCIL ON AGING BUDGET TO ADJUST TITLE III, MOBILITY  
MANAGER AND LIGHTEN UP! ALLOCATIONS**

1 **WHEREAS**, The Council on Aging receives Older Americans Act Title III and Mobility Manager funds  
2 that are estimated in the budget preparation process; and,  
3

4 **WHEREAS**, the most recent 2015 allocations have been received from the Greater Wisconsin Agency on  
5 Aging Resources and the Wisconsin Department of Transportation; and,  
6

7 **WHEREAS**, the Council on Aging has received a one-year extension of the Lighten Up! Grant.  
8

9 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
10 this day of \_\_\_\_\_ day of \_\_\_\_\_, 2015 does hereby amend the Adopted 2015 Rock County  
11 Council on Aging budget as follows:  
12

<u>Account/Description</u>	<u>Budget at 06/01/2015</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<b><u>Title III-B (Supportive Services)</u></b>			
<b><u>Source of Funds</u></b>			
30-3901-0000-42100 Federal Aid	125,676	329	126,005
<b><u>Use of Funds</u></b>			
30-3901-0000-63200 Publications	125	329	454
<b><u>Title III-C-1 (Congregate Meals)</u></b>			
<b><u>Source of Funds</u></b>			
30-3903-0000-42100 Federal Aid	265,135	240	265,375
30-3903-0000-42102 NSIP	35,907	(594)	35,313
<b><u>Use of Funds</u></b>			
30-3903-0000-62105 Contracted Food Services	98,163	(354)	97,809
<b><u>Title III-C-2 (Home Delivered Meals)</u></b>			
<b><u>Source of Funds</u></b>			
30-3904-0000-42100 Federal Aid	98,236	259	98,495
<b><u>Use of Funds</u></b>			
30-3904-0000-64907 Volunteer Related Expense	2,596	259	2,855
<b><u>Title III-E (National Family Caregiver Support Program)</u></b>			
<b><u>Source of Funds</u></b>			
30-3915-0000-42100 Federal Aid	59,000	(317)	58,683
<b><u>Use of Funds</u></b>			
30-3915-0000-64615 Client Related Costs	19,358	(317)	19,041

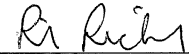
AMENDING THE 2015 COUNCIL ON AGING BUDGET TO ADJUST TITLE III, MOBILITY  
MANAGEMENT AND LIGHTEN UP! ALLOCATIONS

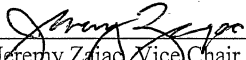
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<u>Account/Description</u>	<u>Budget at 06/01/2015</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<b>Mobility Manager Grant</b>			
<b>Source of Funds</b>			
30-3916-0000-47000	0	19,304	19,304
Transfer In			
30-3916-0000-42100	96,392	(19,304)	77,088
Federal Aid			
<b>Lighten Up! Grant</b>			
<b>Source of Funds</b>			
30-3932-0000-46002	0	16,403	16,403
Other Grants and Contracts			
<b>Use of Funds</b>			
30-3932-0000-62119			
Other Contracted Expenses	0	16,403	16,403

Respectfully submitted,

**Education, Veterans & Aging Services**

  
Rick Richard, Chair

  
Jeremy Zajac, Vice Chair

absent  
Edwin Nash

  
Norvain Pleasant

  
Kathy Schulz

**Finance Committee Endorsement**

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

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

ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

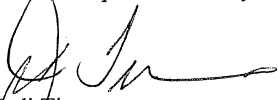
FISCAL NOTE:

This resolution amends the Council on Aging's 2015 budget to match actual awards. The Mobility Manager Grant has a required match for 2015, which will come from the E&H Transportation Trust Fund. The current balance in the trust fund is \$155,289. No County matching funds are required for the other programs.

  
Sherry Oja  
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2015 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(1), Wis. Stats.

  
Jodi Timmerman  
Deputy Corporation Counsel

## **EXECUTIVE SUMMARY**

The Council on Aging budget is funded primarily with federal Older Americans Act and Department of Transportation revenues. During the budget preparation process, the amount of funding is estimated. Actual amounts are not available until the contract is received from the Greater Wisconsin Agency on Aging Resources, the area agency on aging, and the Wisconsin Department of Transportation.

This budget amendment provides small increases for Titles III-B (Supportive Services), III-C-1 (Congregate Meals), and III-C-2 (Home Delivered Meals). There are decreases in allocations for the National Services Incentive Program (NSIP), III-E (Family Caregiver Support Program). The federal Mobility Manager grant now has a required match. A transfer in from the E&H Transportation Trust Fund is being used to match the Mobility Manager grant. The Lighten Up! grant has been extended for another year.

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Charnian Klyve  
INITIATED BY



Charnian Klyve  
DRAFTED BY

Human Services Board  
SUBMITTED BY

July 23, 2015  
DATE DRAFTED

**Amending the 2015 HSD Budget to Accept the Transfer of County General Funds**

1 **WHEREAS**, over the past several years, Human Services has worked to improve substance abuse  
2 treatment services to Rock County citizens; and,  
3  
4 **WHEREAS**, examples of efforts to improve the AODA system include: creating a walk in clinic to  
5 screen and assess citizens immediately; expanding the number of dually certified MH and AODA  
6 treatment providers in our outpatient clinics; instituting an AODA Coordinating Committee to work in  
7 collaboration with the County established Behavioral Health Steering Committee; and,  
8  
9 **WHEREAS**, Human Services is now the treatment provider for the specialty courts: OWI; Drug; and  
10 Treatment Alternatives; and,  
11  
12 **WHEREAS**, with the onset of the heroin epidemic, Human Services began a contract with Janesville  
13 Psychiatric Services to provide medically assisted suboxone treatment for those addicted to heroin; and,  
14  
15 **WHEREAS**, suboxone treatment programs is at capacity and there is need for short term stabilization  
16 and treatment services for people waiting for suboxone or residential treatment; and,  
17  
18 **WHEREAS**, the Human Services Department has responded to the increasing identified needs from the  
19 broader community and Criminal Justice Coordinating Committee and Behavioral Health Redesign  
20 Steering Committee members; and,  
21  
22 **WHEREAS**, the increased demand for AODA treatment, better identification of community need and  
23 increased access to care, Human Services will fully expend the 2015 AODA Block Grant of \$224,912 by  
24 the end of August 2015; and,  
25  
26 **WHEREAS**, Human Services is requesting the transfer of \$89,508 from the County General Fund to the  
27 Human Services 2015 budget to continue funding for clients in need of necessary AODA treatment; and,  
28  
29 **WHEREAS**, we are requesting these funds for the balance of 2015, HSD also acknowledges that  
30 resources are finite and the need will always exceed the available resources.  
31  
32 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
33 this \_\_\_\_\_ day of \_\_\_\_\_, 2015, does hereby authorize the transfer of County General Funds.  
34  
35

36 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2015 be amended  
37 as follows:  
38

39	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
40 <u>Account/Description</u>	<u>8/1/15</u>	<u>(Decrease)</u>	<u>Budget</u>
41			
42 <u>Source of Funds</u>			
43 19-1921-0000-47010	\$54,875	\$89,508	\$144,383
44 General Fund Application			

**Amending the 2015 HSD Budget to Accept the Transfer of County General Funds**

Page 2

	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
	<u>8/1/15</u>	<u>(Decrease)</u>	<u>Budget</u>
45			
46			
47			
48			
49			
50			
51			
52			
53			
54			
55			
56			
<u>Account/Description</u>			
<u>Use of Funds</u>			
36-3700-0000-62119	\$224,912	\$176,751	\$401,663
AODA Contracted Services			
36-3700-0000-68208	\$96,984	(\$16,257)	\$80,727
Allocated MH/AODA			
36-3704-0000-62119	\$151,700	(\$70,986)	\$80,714
IDP 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 Schulz

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

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

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

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

FISCAL NOTE:

This resolution authorizes the use of \$89,508 in General Fund fund balance by HSD for the AODA program. The total General Fund unassigned fund balance at 12/31/14 is \$28,388,334.

  
Sherry Oja  
Finance Director

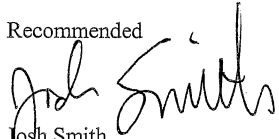
LEGAL NOTE:

As an amendment to the adopted 2015 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

  
Josh Smith  
County Administrator



## EXECUTIVE SUMMARY

In recent years, there has been an increased demand for drug and alcohol addiction treatment services. Rock County Human Services is part of a community based treatment system that includes hospitals and clinics. All entities within this system have responded by treating more individuals who need AODA services.

There is also a more organized public advocacy for treatment. For example, the Behavioral Health Steering Committee works in collaboration with the AODA Coordinating Committee to increase community awareness and greater treatment capacity. The CJCC recognizes the need for treatment alternatives to incarceration and created specialty court such as OWI, Drug and Treatment Alternatives. Law enforcement utilizes community policing techniques to steer those who have addictions to treatment programs.

Human Services has worked to improve substance abuse treatment services for Rock County citizens in response to advocacy and community need. Examples of efforts to improve the AODA system include: creating a walk in clinic to screen and assess citizens immediately; expanding the number of dually certified MH and AODA treatment providers in our outpatient clinics; and, participating in the expansion of treatment alternative programs in cooperation with the judicial system and law enforcement.

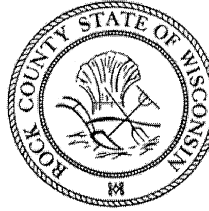
The increased demand for AODA treatment, better identification of community need and increased access to care means Human Services will exhaust its quarter million dollar AODA treatment budget by August. Human Services is requesting the transfer of \$89,508 from the County General Fund to the Human Services 2015 budget to continue funding for clients in need of necessary AODA treatment. The Department requests these funds to pay for treatment services through the balance of 2015. HSD also acknowledges that public resources are finite and the need will always exceed the available resources.

With the onset of the heroin epidemic, The HSD began a contract with Janesville Psychiatric Services to provide a medically monitored suboxone treatment program. This program is at capacity. With part of this fund balance request, HSD will contract with a community agency for an AODA case manager to provide short term stabilization and treatment services for clients waiting for residential or suboxone treatment.

The contracted case manager would provide immediate support, treatment and stabilization services; link the client with local recovery support groups; keep the client "treatment ready"; assist in managing the wait list and linking clients with a payer source, such as Medicaid or other insurance.

*ROCK COUNTY, WISCONSIN*

*Office of the Rock County Clerk  
51 South Main Street  
Janesville, WI 53545*



*Office (608) 757-5660  
Fax (608) 757-5662  
[www.co.rock.wi.us](http://www.co.rock.wi.us)  
[tollefson@co.rock.wi.us](mailto:tollefson@co.rock.wi.us)*

*Lisa Tollefson, Rock County Clerk  
Lisa MianECKi, Deputy*

July 28, 2015

TO: Finance Committee Chair Mawhinney and Committee Members  
Cc: Josh Smith, Administrator

Re: Semi-Annual Report Attendance at Conventions/Conferences

Dear Chair Mawhinney and Committee Members;

Per Resolution 06-9A-087 & 96-8A-050, I am required to submit semi-annually all instances of attendance at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee.

January 1, 2015 – June 30, 2015

- Lori Stottler

Election Center Training in Chicago – April 22 – 26, 2015

Registration	\$858.00
Hotel	\$740.30
Travel	\$415.27
Meals	<u>\$69.52</u>
Total	\$2,083.09

Thank you,

A handwritten signature in cursive script, appearing to read "Lisa Tollefson".

Lisa Tollefson  
Rock County Clerk

## MEMORANDUM

DATE: August 6, 2015  
TO: Finance Committee  
FROM: Sherry Oja, Finance Director  
RE: Semi-Annual Report of Training Costs Exceeding  
\$1,000 per Employee per Event

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In accordance with Resolution 06-9A-087, adopted September 14, 2006, below is the Finance Department's semi-annual report of training costs exceeding \$1,000 per event for the period January 1, 2015 through June 30, 2015.

***GFOA Conference, Philadelphia, PA  
May 31-June 3, 2015***

<b>Attendee</b>	<b>Registration Fees</b>	<b>Travel</b>	<b>Lodging</b>	<b>Meals</b>	<b>Total</b>
Sherry Oja Finance Director	\$ 380.00	\$ 441.98	\$ 790.04	\$ 109.45	\$ 1,721.47
Susan Balog Assistant to the Finance Director	\$ 535.00	\$ 533.75	\$ 790.04	\$ 92.34	\$ 1,951.13

***SUGA Conference, Atlanta, GA  
May 17 - May 21, 2015***

<b>Attendee</b>	<b>Registration Fees</b>	<b>Travel</b>	<b>Lodging</b>	<b>Meals</b>	<b>Total</b>
Lynn Heimann Application Support Specialist	\$ 410.00	\$ 425.39	\$ 672.80	\$ 70.00	\$ 1,578.19

Information Technology  
Semi-Annual Report  
Training/Conferences over \$1,000  
01/01/2015 – 06/30/2015

Date	Staff	Class	Location	Mileage Food	Hotel	Air/Misc	HP9000 HP3000	Network	Misc.	Total
01/30/15	Sandy	Sharepoint	Madison, WI	\$154.80				\$1,200.00		\$1,354.80
02/27/15	Dave	Lync Srvr	Madison, WI	\$52.87				\$1,200.00		\$1,252.87
02/27/15	Dan	Lync Srvr	Madison, WI	\$63.18				\$1,200.00		\$1,263.18
03/31/15-04/01/15	Tim	Adv Win	Madison, WI	\$252.65				\$1,500.00		\$1,752.5
04/27/15-05/01/15	Tracy	Mitel	Phoenix, AZ	\$52.90	\$900.88	\$513.20			\$399.00	\$1,865.98
04/27/15-05/01/15	Shelly	Mitel	Phoenix, AZ	\$88.78	\$900.88	\$467.20			\$399.00	\$1,855.86
05/11/15-05/15/15	Tim	Citrix	Orlando, FL	\$37.60	\$886.28	\$299.25		\$1,445.00		\$2,668.13
05/15/15-05/21/15	Todd	BITech	Atlanta, GA	\$103.64	\$672.80	\$440.70	\$410.00			\$1,627.14
06/01/15-06/05/15	Tracy	HP Discover	Las Vegas, NV	Inc	\$963.20	\$573.69	\$1,495.00			\$3,031.89
06/01/15-06/05/15	Mickey	HP Discover	Las Vegas, NV	Inc	\$1,030.40	\$683.00	Free Pass			\$1,713.40
06/06/15-06/12/15	Dave	Cisco Live	San Diego, CA	\$202.73	\$1,641.18	\$624.20		\$1,995.00		\$4,463.11
<b>Total</b>				<b>\$1,009.15</b>	<b>\$6,995.62</b>	<b>\$3,601.24</b>	<b>\$1,905.00</b>	<b>8,540.00</b>	<b>\$798.00</b>	<b>\$22,849.01</b>

ROCK COUNTY, WISCONSIN



**Real Property  
Description Department**

51 South Main Street  
Janesville, WI 53545  
(608) 757-5610

**MEMORANDUM**

DATE: July 20, 2015

TO: Finance Committee

FROM: Michelle Schultz, Real Property Lister/LIO

RE: Semi-Annual Report – Attendance at Conferences/Conventions

No member of the Land Records Committee used Land Records funds in attending any training, conference or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

Cc: Josh Smith



## MEMO

**DATE:** July 17, 2015

**TO:** Mary Mawhinney, Chair  
Finance Committee

**FROM:** Randy Leyes  
Rock County Register of Deeds

**SUBJECT:** Semi-Annual Report – Attendance at Conventions/Conferences

This is to advise you that the Register of Deeds office did not have any training, conventions, or conferences that exceeded the total cost of \$1,000 per event/per employee for the period of January 1, 2015 through June 30, 2015.

Cc: Josh Smith, County Administrator

## MEMO

**To:** Finance Committee  
**From:** Vicki Brown, Rock County Treasurer  
**Date:** July 17, 2015  
**Re:** Semi-Annual Report – Attendance at Conferences/Conventions

No staff member in the Treasurer's Office attended any training, conference, or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

Cc: Josh Smith