

ROCK COUNTY, WISCONSIN



**FINANCE COMMITTEE
THURSDAY – FEBRUARY 21, 2019 - 7:30 A.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order
2. Approval of Agenda
3. Citizen Participation, Communications and Announcements
4. Approval of Minutes – February 7, 2019
5. Transfers and Appropriations
6. Resolutions and Committee Endorsements
 - A. Amending the 2019 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Human Services Professional Positions
 - B. Authorizing a Substance Use/Co-Occurring Disorder Competency Training Agreement and Amending the 2019 HSD Budget
 - C. Carryover of 2018 Budget Appropriations to 2019 (to be distributed at meeting)
 - D. Authorizing Purchase of New Desk Phones
7. Updates and Possible Action
 - A. Greenway Point Subdivision
 - B. Request for Authorization to Purchase Reaching Recovery Module
 - C. Request for Authorization to Purchase Identity Manager Module
8. Adjournment

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Katherine Luster
INITIATED BY



Greg Winkler
DRAFTED BY

Human Services Board
SUBMITTED BY

January 25, 2019
DATE DRAFTED

**AMENDING THE 2019 HSD BUDGET TO ACCEPT CLTS FUNDS
AND CREATING 2.0 FTE HUMAN SERVICES PROFESSIONAL POSITIONS**

- 1 **WHEREAS**, the Human Services Department's Children's Long Term Support (CLTS) program makes
- 2 Medicaid funding available to serve children who have substantial limitations due to developmental,
- 3 emotional and/or physical disabilities; and,
- 4
- 5 **WHEREAS**, the State of Wisconsin began an initiative to eliminate the waitlist for CLTS services in
- 6 2017 with an initial deadline of December 31, 2018; and,
- 7
- 8 **WHEREAS**, Rock County's waitlist at the beginning of this initiative was 181 children, and the CLTS
- 9 program successfully enrolled all of the children per the State's mandate; and,
- 10
- 11 **WHEREAS**, demand for the CLTS program has grown and an additional 41 children are now on the
- 12 waitlist; and,
- 13
- 14 **WHEREAS**, the deadline for the State of Wisconsin's mandate that all children entitled to CLTS
- 15 services must have immediate access without a wait list has been extended to July 1, 2019; and,
- 16
- 17 **WHEREAS**, in order to serve the additional children on the wait list, it is necessary to increase the
- 18 capacity of the CLTS program; and,
- 19
- 20 **WHEREAS**, a vacant position originally slated for the Comprehensive Community Services (CCS)
- 21 program has been transferred to the CLTS program to meet the needs of dually-enrolled children; and,
- 22
- 23 **WHEREAS**, the remainder of the waitlist can be eliminated by hiring two new human services
- 24 professionals who will serve as lead case managers; and,
- 25
- 26 **WHEREAS**, it is necessary to recruit and hire for these positions during the first quarter of 2019; and,
- 27
- 28 **WHEREAS**, it is necessary to amend the 2019 budget to accept additional revenue in the CLTS program
- 29 and to cover the costs of transferred position, the new positions, and the computers, phones, and furniture
- 30 for the new positions; and,
- 31
- 32 **WHEREAS**, no additional county levy is required in 2019 due to the new revenue in the CLTS budget.
- 33

34 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
35 this _____ day of _____, 2019 does hereby approve the creation of 2.0 FTE Lead Case Manager
36 positions in CLTS, and the purchase of computers, phones and furniture for the new positions; and,

37
38 **BE IT FURTHER RESOLVED**, that the 2019 Budget be amended as follows:

39	Budget	Increase	Amended
40	<u>1/1/19</u>	<u>(Decrease)</u>	<u>Budget</u>
41 Account/Description			
42 <u>Source of Funds</u>			
43 36-3691-0000-42100			
44 Federal Aid	4,840,184	292,715	5,132,899

Amending the 2019 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Human Services Professional Positions
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45	Use of Funds			
46	36-3691-0000-61100			
47	Regular Wages	1,052,263	125,070	1,177,333
48				
49	36-3691-0000-61400			
50	FICA	80,575	9,569	90,144
51				
52	36-3691-0000-61510			
53	Retirement -- Employers	68,989	8,192	77,181
54				
55	36-3691-0000-61610			
56	Health Insurance	367,959	50,925	418,884
57				
58	36-3691-0000-61620			
59	Dental Insurance	10,001	1,941	11,942
60				
61	36-3691-0000-62210			
62	Telephone	17,292	1,200	18,492
63				
64	36-3691-0000-64604			
65	Program Expense	3,072,080	93,018	3,165,098
66				
67	36-3691-0000-67130			
68	Terminals & PC's	1,900	2,800	4,700

Respectfully submitted,

HUMAN SERVICES BOARD

COUNTY BOARD STAFF COMMITTEE

Brian Knudson, Chair

J. Russell Podzilni, Chair

Sally Jean Weaver-Landers, Vice Chair

Mary Mawhinney, Vice Chair

Stephanie Aegerter

Richard Bostwick

Vicki L. Brown

Henry Brill

Terry Fell

Betty Jo Bussie

Ashley Kleven

Louis Peer

Kathy Schulz

Alan Sweeney

Terry Thomas

Terry Thomas

Shirley Williams

Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair

Date

FISCAL NOTE:

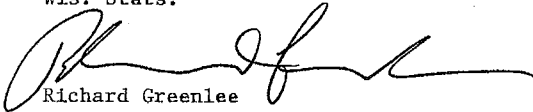
This resolution authorizes the creation of 2.0 FTE CLTS Lead Case Manager positions. The cost of these positions will be funded by federal aid. No County funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

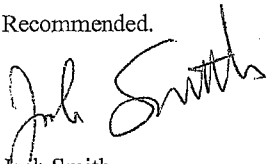
The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats. As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee
Corporation Counsel

Administrative Note:

Recommended.



Josh Smith
County Administrator

Executive Summary

AMENDING THE 2019 HSD BUDGET TO ACCEPT CLTS FUNDS AND CREATING 2.0 FTE HUMAN SERVICES PROFESSIONAL POSITIONS

This resolution amends the 2019 budget to accept additional CLTS funding and authorizes HSD to create two 1.0 FTE Lead CLTS Case Managers. These positions provide the necessary support for CLTS to meet the entitlement mandate by July 1, 2019.

CLTS has been mandated by the State of Wisconsin to eliminate the wait list and immediately enroll new eligible children in CLTS effective July 1, 2019. This initiative began in 2017, and Rock County met the original deadline of enrolling 181 children by December 31, 2018. Demand for CLTS services has continued to grow, however, and there are now 41 children on the current waitlist. The State is providing additional funding to eliminate this new waitlist by July 1, 2019. It is necessary to recruit and hire for these two new positions during the first quarter of 2019 to ensure that the staff are able to serve these children prior to July 1, 2019.

The resolution amends the 2019 budget to accept \$292,715 in additional funding and authorizes two new positions along with the computers, phones, and furniture necessary for the staff.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Katherine Luster
INITIATED BY



Greg Winkler
DRAFTED BY

Human Services Board
SUBMITTED BY

February 5, 2019
DATE DRAFTED

**Authorizing a Substance Use/Co-Occurring Disorder Competency Training Agreement and
Amending the 2019 HSD Budget**

1 **WHEREAS**, a majority of HSD Behavioral Health clients are struggling with concurrent mental
2 health and substance use conditions; and,
3

4 **WHEREAS**, HSD recognizes the need for increased competency in the delivery of services
5 related to Substance Use Disorder and Co-Occurring Disorders; and,
6

7 **WHEREAS**, HSD has identified an opportunity to develop a partnership with Full Potential
8 Coaching and Consulting who offers experienced expertise in staff development; and,
9

10 **WHEREAS**, funding for this opportunity can be allocated from a budgeted, unfilled position.
11

12 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
13 assembled this _____ day of _____, 2019 does hereby authorize the agreement with Full
14 Potential Coaching and Consulting.
15

16 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2019 be
17 amended as follows:

18	Budget	Increase	Amended
19	<u>1/1/19</u>	<u>(Decrease)</u>	<u>Budget</u>
20	Account/Description		
21	36-3690-0000-61100		
22	Regular Wages	\$2,776,787	(\$30,615)
23	36-3690-0000-61610		\$2,746,172
24	Health Insurance	\$429,035	(\$4,385)
25	36-3690-0000-62119		\$424,650
	Other Contracted Services	\$145,159	\$35,000
			\$180,159

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Ashley Kleven

Sally Jean Weaver-Landers, Vice Chair

Kathy Schulz

Stephanie Aegerter

Terry Thomas

Vicki L. Brown

Shirley Williams

Terry Fell

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair

Date

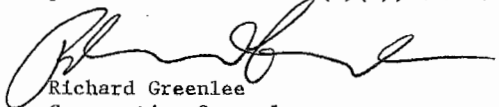
FISCAL NOTE:

Sufficient funds are available from a staff vacancy to cover the costs of the contract with Full Potential Coaching and Consulting.


Sherry Oja
Finance Director

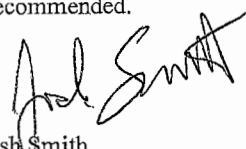
LEGAL NOTE:

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. 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

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

Authorizing a Substance Use/Co-Occurring Disorder Competency Training Agreement and Amending the 2019 Budget

This resolution approves an agreement for Ted Isydor, LPC, CSAC, ICS of Full Potential Coaching to provide training, supervision, coaching, and consultation. The general goal is to improve the competence of staff to provide co-occurring care for clients.

The Behavioral Health Division serves almost 5,000 clients per year, and we estimate that over half of these clients struggle with mental illness and substance abuse concurrently. The current staff have experience and expertise in delivering mental health services, but many report that they have less confidence and competence to meet the needs of clients who also have substance use concerns. This agreement provides the training and ongoing support to address this issue.

The agreement addresses substance use disorder competence in a comprehensive way. It includes an orientation and assessment of staff needs, careful implementation planning, ongoing monitoring of staff development, and outcome goals. This approach is most likely to provide the appropriate training and support while also generating data that will demonstrate successful implementation.

We anticipate that this project will continue throughout 2019. The funding is available from an open program manager position that is not going to be filled in the near future.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Dara Mosley
DRAFTED BY

Finance Committee
SUBMITTED BY

February 12, 2018
DATE DRAFTED

AUTHORIZING PURCHASE OF NEW DESK PHONES

- 1 **WHEREAS**, the existing desk phones in Rock County are no longer supported by the manufacturer; and,
- 2
- 3 **WHEREAS**, phones throughout the county are being replaced with new IP Phones; and,
- 4
- 5 **WHEREAS**, this order includes a large portion of the phones that will be installed at the Court House;
- 6 and,
- 7
- 8 **WHEREAS**, the Information Technology staff did review equipment on State Contract number 410300-
- 9 M14-DDC4616-RFB-01 and chose equipment from this contract; and,
- 10
- 11 **WHEREAS**, funds for the purchase of new phones were included as part of the Capital Improvement Plan
- 12 in the 2019 Rock County budget.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2019 authorize a Purchase Order be issued to Enterprise Systems Group
- 16 in an amount not to exceed \$36,264.00 for the purchase of new phones and licenses.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Yeomans

AUTHORIZING PURCHASE OF NEW DESK PHONES

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FISCAL NOTE:

Sufficient funds are included in the budget for this purchase.



Sherry Oja
Finance Director

LEGAL NOTE:

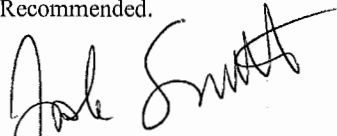
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

The desk phones used by most personnel in Rock County have been in place for nearly 20 years. The 2019 Information Technology budget includes funds in a Capital Improvement Plan account for the second phase of a county-wide replacement of these legacy phones. The existing phones are no longer supported by the manufacturer, and utilize an outdated form of enterprise voice technology.

This resolution represents a portion of the phones needed for the 2019 phase of the phone replacement project. Phones from this order will be utilized at the Court House.

This resolution authorizes the County to issue a Purchase Order to Enterprise Systems Group for a total not to exceed \$36,264 for the purchase of a new desk phones and licenses.

Request for Authorization to Purchase Reaching Recovery Module

EXECUTIVE SUMMARY

HSD has several treatment programs of differing intensities that serves a diverse set of populations and acuities. The need for a standardized and validated instrument that provides for objective evaluation of a consumer's treatment needs has been a long-standing goal.

Reaching Recovery is an outcome-based clinical solution for adult consumers with mental illness. It promotes engagement and progression towards recovery with content that was researched and developed by the Mental Health Center of Denver (MHCD).

This assessment helps providers assess and measure a consumer's recovery progress. The solution offers a rigorous, standardized group of assessments to evaluate strengths, barriers and level of care recommendations for individuals. The result is true, person-centered care that reduces the overall cost of recovery throughout the organization.

The HSD Behavioral Health Division has evaluated this solution and has requested its implementation to improve the consumer perspective in treatment and to ensure consumers are receiving an appropriate level of service. The pricing is set per consumer of roughly (\$10 / year / consumer), with an estimate of 1,600 consumers population.

This resolution authorizes the County to issue a Purchase Order to Netsmart for \$22,000 for the purchase the Reaching Recovery module.

Presented to: Patrick Singer
 Rock County
 3530 N County Road F
 Janesville, WI 53545

Netsmart Contact: Scott Miller (smiller@ntst.com)
 +1 913-272-2296

Quote Summary - (Clone) Rock County Reaching Recovery

Non-Recurring Fees		Recurring Fees (First Year)	
Professional Services	\$6,000.00	Software	\$16,000.00
Total Non-Recurring Fees	\$6,000.00	Total Recurring Fees	\$16,000.00
		Total Fees	\$22,000.00

Solution Summary

Reaching Recovery

Reaching Recovery provides best practices for recovery-based mental health care. The model offers a rigorous, standardized group of assessments to evaluate strengths, barriers, level of care recommendations for individuals and longitudinal outcomes offering demonstrable evidence to consumers, providers and payers that recovery is actually occurring. The result is true, person-centered care that reduces the overall cost of recovery throughout the organization. The assessments address the consumer, provider and organizational perspective and are integrated into the myAvatar solution, myHealthPointe consumer portal, myHealthPointe Kiosk, KPI Dashboards and the analytic data displays providing real-time client progress data to clinicians. This integration enables consumers and clinicians to more easily gauge consumer progress and improve treatment outcomes and recovery. The tools are available on a web-based platform for non-myAvatar users as well as those not using a Netsmart CareRecord.

*Professional Services

Professional Services are based on Netsmart's Scope of Work document, which is contained in a separate document. Professional Services are for a set level of effort that is based on Netsmart's exclusive understanding of the requirements. Any changes to the requirements or Netsmart's understanding thereof, may require additional funds from the client. Netsmart will notify the client in advance of any changes to the required funding and the client shall have the right to either purchase the additional level of effort or stay with the initial scope of work.

Non-Recurring Fees Detail

	Qty	Unit	Price	Total
Reaching Recovery				\$6,000.00
Professional Services				
CarePathways Professional Services				\$6,000.00
Total Fees				\$6,000.00

Recurring Fees Detail

	Qty	Unit	Price	Term (mo)	Total (First Year)
Reaching Recovery					\$16,000.00
Software					
Reaching Recovery (Sub)	1,600	EACH/YR	\$83	36	\$16,000.00
-- In addition, there will be a one-time client training expense of \$4,000 plus T&L for onsite training at MHCD for 2 to 3 people. This will be billed from MHCD.					
Total Fees					\$16,000.00

Terms and Conditions

Netsmart Pricing and Payment Policies

All fees set forth in this quote are due net 30 days, unless otherwise set forth in the master agreement that is identified at the end of this quote. Delinquent accounts will be subject to Netsmart's Delinquent Account Escalation Policy set forth at <http://www.ntst.com/ARpolicy>

The following terms apply to this quote:

- Valid until the expiration date shown above.
- Subject to and incorporates the terms and conditions of the master agreement.
- Unless identified separately below, does not include on site services or assistance, or charges for travel, living expense or travel time.

- Charges for Hosting, PaaS, SaaS and subscription services are payable on the Execution Date.
- Professional Services
 - Quoted professional services totaling less than or equal to \$10,000 are payable on the Execution Date.
 - Quoted professional services totaling more than \$10,000 will have the following payment terms: 50% due upon execution of the Quote with the remaining 50% due upon the earlier of 90 days after execution or completion of the Professional Services.
- FOB Origin. Shipping and taxes will be separately charged and added to the invoice with other charges quoted above.
- Netsmart has no obligation with respect to the software, hardware and/or services described in this quote until a binding agreement incorporating the terms of this proposal is executed between you and Netsmart.

Unless otherwise set forth in a Master Agreement, all recurring items included in this quote will be subject to an annual increase at a rate of 3.5% beginning one year following execution.

Request for Authorization to Purchase Identity Manager Module

EXECUTIVE SUMMARY

The Human Services Department staff are confronted with multiple sets of user credentials on a variety of systems on a daily basis. Due to this complexity, preventing the practice of writing down username and passwords is an ongoing education campaign. This includes the department's electronic health record (EHR) system, Avatar. The Identity Manager module offered by Netsmart would allow for an Avatar user account's password to be synchronized with the County's existing Active Directory (Windows) password to mitigate this issue.

This module will reduce the amount of support calls to reset passwords within the system and ensure increased availability of Avatar for all users.

Rock County IT is requesting authorization to purchase Netsmart's Identity Manager Module on behalf of the Human Services department, at a cost of \$12,628.25.



Client #: 0004604
 Sales Order #: SO-12368
 Quote #: 00114306
 Quote Date: 01/04/2019
 Quote Expiration: 01/31/2019

www.NTST.com

Presented to: Patrick Singer
 Rock County
 3530 N County Road F
 Janesville, WI 53545

Netsmart Contact: Scott Miller (smiller@ntst.com)
 +1 913-272-2296
 Remit to: Netsmart Technologies, Inc.
 PO Box 823519
 Philadelphia, PA 19182-3519

Quote Summary - Rock County Identity Manager

	Non-Recurring Fees
Software	\$3,825.00
Professional Services	\$8,000.00
Total Non-Recurring Fees	\$11,825.00

	Recurring Fees (First Year)
Support Services	\$803.25
Total Recurring Fees	\$803.25
Total Fees	\$12,628.25

Solution Summary

***myAvatar Identity Manager**

Avatar Identity Manager links Avatar to an identity management server where centralized IDs and passwords are maintained for end users, eliminating the need to support different logon credentials within Avatar. Avatar Identity Manager links to the Identity management server via the standard Lightweight Directory Access Protocol (LDAP), including Microsoft's Active Directory, so IDs and passwords can be in sync with other applications.

***Professional Services**

Professional Services are based on Netsmart's Scope of Work document, which is contained in a separate document. Professional Services are for a set level of effort that is based on Netsmart's exclusive understanding of the requirements. Any changes to the requirements or Netsmart's understanding thereof, may require additional funds from the client. Netsmart will notify the client in advance of any changes to the required funding and the client shall have the right to either purchase the additional level of effort or stay with the initial scope of work.

Non-Recurring Fees Detail

	Qty	Unit	Price	Total
Software				
Avatar Identity Manager (Lic)	85	CONCURRENT USER	\$45.00	\$3,825.00
Professional Services				
Avatar Professional Services				\$8,000.00
Total Fees				\$11,825.00

Recurring Fees Detail

	Qty	Unit	Price	Term (mo)	Total (First Year)
Support Services					
Avatar Identity Manager (Mnt)	85	CONCURRENT USER/MO	\$.79	12	\$803.25
Total Fees					\$803.25

Terms and Conditions

Netsmart Pricing and Payment Policies

All fees set forth in this quote are due net 30 days, unless otherwise set forth in the master agreement that is identified at the end of this quote. Delinquent accounts will be subject to Netsmart's Delinquent Account Escalation Policy set forth at <http://www.ntst.com/ARpolicy>

The following terms apply to this quote:

- Valid until the expiration date shown above.
- Subject to and incorporates the terms and conditions of the master agreement.
- Unless identified separately below, does not include on site services or assistance, or charges for travel, living expense or travel time.

- 100% of the license, hardware, hosting set-up fees and 1st year of support and maintenance charges (pro-rated) are due on the date a legally binding commitment is executed by you and Netsmart ("Effective Date").
- The initial term for support and maintenance begins on the Effective Date and continues through December 31 of the then-current year, with the following January 1 being the "Support Anniversary Date". Support and maintenance automatically renews on an annual basis on the Support Anniversary Date unless Client gives Netsmart written notice of termination not less than ninety (90) days prior to the next Support Anniversary Date, or in accordance with other provisions of the master agreement.
- Professional Services
 - Quoted professional services totaling less than or equal to \$10,000 are payable on the Effective Date.
 - Quoted professional services totaling more than \$10,000 will have the following payment terms: 50% due upon the Effective Date with the remaining 50% due 90 days after the Effective Date.
- FOB Origin. Shipping and taxes will be separately charged and added to the invoice with other charges quoted above.
- Netsmart has no obligation with respect to the software, hardware and/or services described in this quote until a binding agreement incorporating the terms of this proposal is executed between you and Netsmart.

Unless otherwise set forth in a Master Agreement, all recurring items included in this quote will be subject to an annual increase at a rate of 3.5% beginning one year following execution.



Client #: 0004604
 Sales Order #: SO-12368
 Quote #: 00114306
 Quote Date: 01/04/2019
 Quote Expiration: 01/31/2019

www.NTST.com

CONTRACT TO BE APPLIED TO THIS QUOTE BY
 REFERENCE

QUOTE ACCEPTED AND INCLUDED UNDER THE REFERENCED AGREEMENT

**Rock County Avatar License and Service
 Agreement 06292012**

[Leave blank if this is a Quote subject to a new
 agreement]

QUOTED ITEMS TO BE SHIPPED AND BILLED TO
 THE FOLLOWING:

Billing
 Address:

Shipping
 Address:

Signature:

Name

Title:

Date:

Client PO
 Number:

Payment
 Method:

Payment
 Due upon
 Execution:
