



***Amended
10/15/10***

**EDUCATION, VETERANS & AGING SERVICES COMMITTEE
TUESDAY, OCTOBER 19, 2010 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – September 21, 2010
4. Citizen Participation, Communications, Announcements, Information
5. Transfers and Appropriation
 - A. Council on Aging
6. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
7. Resolutions
 - A. Amending the 2010 Council on Aging Budget to Accept Nutrition Program Registration Fees
 - B. Amending the 2010 County Contributions Budget
8. ADRC Update
9. Committee Reports
 - A. Council on Aging
 - 1) County Senior Statesmanship Program
 - B. Veterans Services
 - 1) CVSO Fall Conference
 - C. Retired Senior Volunteer Programs
 - 1) Seniors Helping Seniors Program Update
10. Budget Review
 - A. Council on Aging
 - B. Heritage Rock County
 - C. Retired Senior Volunteer Program
 - D. U.W. Rock County
 - E. Veterans Services
11. Committee Requests and Motions
 - A. Ideas for Future Discussion
12. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-42
Transfer No.

Requested by Council on Aging Department Joyce Lubben Department Head
Date 10/8/10

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
30-3908-0000	62614 Purchased Svc	2,000

TO

ACCOUNT #	DESCRIPTION	AMOUNT
30-3908-0000	62625 Outreach Svc	2,000

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ELK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

FINANCE DIRECTOR
RECEIVED
#10-42
OCT 8 2010

ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: Council on Aging
DEPARTMENT

DATE: October 8, 2010


DEPARTMENT HEAD SIGNATURE

FROM:	AMOUNT
ACCOUNT #: 30-3908-0000-62614 DESCRIPTION: III-D/Purchased Services	\$2,000
CURRENT BALANCE: \$ <u>2,000</u> PROVIDED BY THE FINANCE DIRECTOR <u>10/8/10</u>	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 30-3908-0000-62625 DESCRIPTION: III-D/Outreach Services	\$2,000
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC: The funds allocated for Purchased Services will not be used this year. This request will transfer funds to Outreach Services to cover costs associated with senior fairs and the County Senior Statesmanship Program.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039000000-64200	TRAINING EXP	1,200.00 105.5%	986.49	280.00	-66.49		
	P1002946-PO#	10/11/10 -VN#031975		UNIVERSITY OF WISCONSIN OSHKOS		100.00	
	P1003253-PO#	10/11/10 -VN#050098		COUNTRY INN AND SUITES BY CARL		70.00	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-236.49		170.00
		SR. CITIZEN PRGM.	PROG-TOTAL-PO			170.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$170.00 INCURRED BY SENIOR CITIZEN PROGRAMS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039010000-63100	OFC SUPP & EXP	250 00 28 8%	72 04	0.00	177 96		
	P1001343-PO#	10/11/10 -VN#028264	HENRICKSEN			254.34	
*** OVERDRAFT *** TRANSFER REQUIRED			CLOSING BALANCE		-76 38		254.34
	TITLE III-B		PROG-TOTAL-PO			254.34	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$254.34 INCURRED BY TITLE III-B 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 COUNTY BOARD
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE COM-APPROVAL _____ DEPT-HEAD

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039030000-62625	OUTREACH SERVICE	2,000.00 1 0%	21 07	0 00	1,978.93		
	P1003169-PO# 10/11/10 -VN#050079		JURGEN JONES, MARY			99.03	
			CLOSING BALANCE		1,879.90		99.03
3039030000-64200	TRAINING EXP	705.00 46 0%	175 00	150.00	380 00		
	P1003352-PO# 10/11/10 -VN#048751		GRANT COUNTY ADRC			20.00	
			CLOSING BALANCE		360 00		20.00
3039030000-65390	OTHER RENT/LEASE	7,380.00 85 0%	3,216.43	3,060.00	1,103.57		
	P1001891-PO# 10/11/10 -VN#012571		FAITH LUTHERAN CHURCH			430.00	
			CLOSING BALANCE		673.57		430.00
	NUTRITION PROGRAM		PROG-TOTAL-PO			549.03	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$549.03 INCURRED BY NUTRITION PROGRAM. 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 COUNTY BOARD
- B. BILLS UNDER \$10,000 TO BE PAID

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD
 EDUCATION & TRAINING

COMMITTEE APPROVES THE ABOVE COM-APPROVAL _____ DEPT-HEAD

OCT 19 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039040000-64907	VOL RELATED EXP	2,595.00 74.5%	1,562.10	372.00	660.90		
	P1003135-PO# 10/11/10 -VN#030188		BEST EVENTS			297.50	
			CLOSING BALANCE		363.40		297.50
			DELIVERED MEALS	PROG-TOTAL-PO		297.50	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$297.50
 INCURRED BY DELIVERED MEALS. 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 COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE COM-APPROVAL _____ DEPT-HEAD

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039050000-62410	R & M-VEHICLES	50.457 00	87 7%	34,677 47	9,574 08	6,205.45	
	P1001047-PO# 10/11/10 -VN#012185			DAVIS CITGO SERVICE INC		325.00	
	P1001136-PO# 10/11/10 -VN#030347			NAPA AUTO PARTS		39.17	
	P1001138-PO# 10/11/10 -VN#011529			BUDGET TRUCK AND AUTO BODY INC		7,624.41	
	P1001140-PO# 10/11/10 -VN#015284			POMP'S TIRE SERVICE INC		1,740.00	
*** OVERDRAFT *** TRANSFER REQUIRED				CLOSING BALANCE	-3,523.13		9,728 58
3039050000-64629	OTHER TRANSP EXP	11.500 00	74 4%	5,395 09	3,163 10	2,941.81	
	P1001139-PO# 10/11/10 -VN#018588			BANDT COMMUNICATIONS INC		743.50	
	P1001768-PO# 10/11/10 -VN#023194			ATLAS BUS SALES INC		395.99	
	P1003086-PO# 10/11/10 -VN#014534			MENARDS		110.43	
	P1003161-PO# 10/11/10 -VN#013780			KMART CORP #4255		799.97	
	P1003210-PO# 10/11/10 -VN#013607			JANESVILLE GAZETTE INC		27.46	
	P1003283-PO# 10/11/10 -VN#018266			SULLIVAN SIGNS INC		410.00	
				CLOSING BALANCE	454.46		2,487 35
E & H TRANSPORT. PROG-TOTAL-PO							12,215 93

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$12,215 93 INCURRED BY ELDERLY & HANDICAPPED TRANSPOR. 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 COUNTY BOARD
- B. BILLS UNDER \$10,000 TO BE PAID
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE COM-APPROVAL _____ DEPT-HEAD

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039080000-62625	OUTREACH SERVICE	6,829 00 50 8%	3,475 08	0 00	3,353 92		
	P1003141-PO# 10/11/10 -VN#025427			CHANNING L BETE CO INC		1,591 40	
	P1003237-PO# 10/11/10 -VN#045071			HOFFMAN HOUSE CATERING		1,574 70	
	P1003281-PO# 10/11/10 -VN#050111			GUENTHER, BONNIE		29 50	
	P1003303-PO# 10/11/10 -VN#013780			KMART CORP #4255		85 90	
	P1003351-PO# 10/11/10 -VN#049163			CREEKSIDE PLACE		30 00	
	P1003402-PO# 10/11/10 -VN#035671			ROTARY GARDENS		360 00	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-317 58		3,671 50
	TITLE III-D			PROG-TOTAL-PO		3,671 50	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,671 50 INCURRED BY TITLE III-D. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD

EDUCATION & TRAINING

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

OCT 19 2010

DATE _____

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039150000-63200	PUBL/SUBCR/DUES	600.00 0 0%	0 00	0 00	600.00		
	P1003096-PO# 10/11/10 -VN#042347			JOURNEYWORKS PUBLISHING		865 62	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-265 62		865 62
3039150000-64200	TRAINING EXP	4,000.00 13 7%	550.00	0 00	3,450.00		
	P1003355-PO# 10/11/10 -VN#013384			HOLIDAY INN EXPRESS		1,000.00	
				CLOSING BALANCE	2,450.00		1,000 00
3039150000-64615	CLIENT REL.COSTS	19,462.00 25 3%	4,829.00	100 01	14,532.99		
	P1002353-PO# 10/11/10 -VN#023658			ALTERNATIVE HOMECARE INC		247.50	
	P1003354-PO# 10/11/10 -VN#046621			BRIGHTSTAR HEALTHCARE		79 20	
				CLOSING BALANCE	14,206.29		326 70
	TITLE III-E		PROG-TOTAL-PO			2,192 32	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,192 32 INCURRED BY TITLE III-E FAM CAREGIVER SUPP. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD
EDUCATION & TRAINING

COMMITTEE APPROVES THE ABOVE COM-APPROVAL _____ DEPT-HEAD

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039210000-64200	TRAINING EXP	325.00 87 6%	285.00	0 00	40.00		
	P1002946-PO# 10/11/10 -VN#031975		UNIVERSITY OF WISCONSIN			100 00	
*** OVERDRAFT ***	TRANSFER REQUIRED		CLOSING BALANCE		-60 00		100 00
	BENE SPEC.GRANT		PROG-TOTAL-PO			100 00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$100.00
 INCURRED BY BENEFIT SPECIALIST GRANT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

OCT 19 2010 DATE _____ CHAIR

RESOLUTION NO _____

AGENDA NO _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services
SUBMITTED BY

October 8, 2010
DATE DRAFTED

**Amending the 2010 Council on Aging Budget to Accept Nutrition Program
Registration Fees**

1 **WHEREAS**, the Rock County Council on Aging is hosting the 2010 regional Nutrition Program site
2 managers training; and,
3
4 **WHEREAS**, the Council on Aging has been designated the fiscal agent for this training; and,
5
6 **WHEREAS**, the Council on Aging has received registration fees that will be used to offset costs for this
7 training.
8
9 **NOW, THEREFORE BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
10 this day of _____ day of _____, 2010 that the Council on Aging budget be amended as
11 follows:
12

<u>Account/Description</u>	<u>Budget at 10/01/2010</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Title III-C-1, Nutrition Program</u>			
<u>Source of Funds</u>			
17 30-3903-0000-44100	-0-	1,500	1,500
18 Fees			
<u>Use of Funds</u>			
20 30-3903-0000-64202	-0-	1,500	1,500
21 Conference Expense			

Respectfully submitted,

**Education, Veterans & Aging Services
Committee**

Finance Committee Endorsement

Reviewed and approved on a vote of _____

Terry Thomas, Chair

Mary Mawhinney, Chair

Marvin Wopat, Vice Chair

Wayne Gustina


David Innis

Vacant

Amending the 2010 Council on Aging Budget to Accept Nutrition Program Registration Fees
Page 2

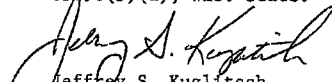
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$1,500 in fees for the regional Nutrition Program training. No County funds are required.


Jeffrey A. Smith
Finance Director


LEGAL NOTE:

As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65490(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended,


Craig Knutson
County Administrator

Executive Summary

Each year, staff persons from Wisconsin nutrition programs funded by the Older Americans Act are required to participate in training. This training is held regionally, bringing together at least five counties. This year, Rock County is hosting a regional training and has taken the lead for the planning committee. As such, the Rock County Council on Aging was designated as the fiscal agent for the event. Each county pays a registration fee for their staff. The Council on Aging has received these fees, which will be used to offset the costs of the training. If the registration fees do not cover the total cost, the Wisconsin Bureau on Aging and Disability Resources will refund the difference.

No county tax levy is required.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services
SUBMITTED BY

October 8, 2010
DATE DRAFTED

Amending the 2010 County Contributions Budget

1 **WHEREAS**, the Rock County Board of Supervisors allocated \$24,317 in contributions to Senior
2 Services of Rock County from the 2010 adopted budget to provide respite care through its Senior
3 Companion Program; and,
4

5 **WHEREAS**, in June 2010, the agreement between Senior Services of Rock County and the Corporation
6 for Nation and Community Service to operate a non-Corporation funded Senior Companion Program was
7 terminated, leaving a gap in services for frail, vulnerable older adults in Rock County; and,
8

9 **WHEREAS**, the Retired and Senior Volunteer Program (RSVP) is prepared to address this gap in
10 services by developing a "Seniors Helping Seniors" program that will assist with transportation, respite
11 relief, friendly visitation and phone assurance; and,
12

13 **WHEREAS**, there is \$12,158 remaining unspent from the allocation to Senior Services of Rock County.
14

15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
16 this day of _____ day of _____, 2010 that \$8,000 of the unspent contributions allocated to
17 Senior Services of Rock County for the Senior Companion Program be transferred to RSVP and the
18 budget be amended as follows:
19

<u>Account/Description</u>	<u>Budget at 10/01/2010</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Senior Services of Rock County</u>			
24 59-3907-0000-69500 Contributions	24,317	(8,000)	16,317
26 <u>RSVP</u>			
27 59-3906-0000-69500 Contributions	25,582	8,000	33,582

Respectfully submitted,

**Education, Veterans & Aging Services
Committee**

Finance Committee Endorsement

Reviewed and approved on a vote of

Terry Thomas, Chair

Marvin Wopat, Vice Chair

Mary Mawhinney, Chair

Wayne Gustina

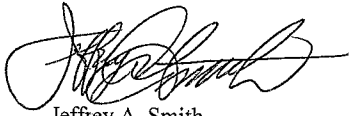
David Innis

Vacant

Amending the 2010 County Contributions Budget
Page 2

FISCAL NOTE:

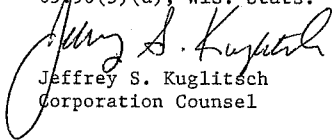
This resolution authorizes a transfer of \$8,000 from the County's Contribution to Senior Services of Rock County to RSVP. No additional County funds are required.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2010 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.



Craig Knutson
County Administrator

Executive Summary

Rock County has historically provided a contribution in support of the Senior Companion Program that was administered by Senior Services of Rock County. In June 2010, the agreement between Senior Services and the Corporation for National and Community Service to operate a non-Corporation funded Senior Companion Program was terminated, leaving many older adults without assisted transportation, respite care and peer-to-peer support.

A committee, comprised of the funders of the Senior Companion Program and other interested parties, determined that a distinct gap now exists in the County without these services. As a result, the Retired and Senior Volunteer Program offered to fill some of this gap with a new program, "Seniors Helping Seniors." The program will be administered using the RSVP model, e.g. tapping into the talents of volunteers who are 55 years of age or older or who are retired. These volunteers will assist those older, frail adults who are trying to remain as independent as possible within their own communities.

This new program will provide transportation "door through door" meaning not only from the home to the destination, but assisting the older person while at the destination. Most transportation providers operating within Rock County only provide "door-to door" service. Additionally, as the program grows, RSVP is looking at providing respite relief, friendly visitation, phone assurance, and other services yet to be identified.

The budget amendment transfers \$8,000 of the remaining funds from the Senior Services of Rock County account to the Retired and Senior Volunteer Program account.

No additional county funds are required.