



**EDUCATION, VETERANS & AGING SERVICES COMMITTEE
TUESDAY, JANUARY 15, 2013 - 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 – December 13, 2012
4. Citizen Participation, Communications, Announcements, Information
5. Transfers
6.
 - A. Bills/Encumbrances
 - B. Pre-Approved Encumbrance Amendments
7. Resolution
 - A. Creation of Rock County Transportation Coordinating Committee
8. Update on the ADRC – Jennifer Thompson
9. Semi-Annual Report – Attendance at Conventions/Conference
 - A. Council on Aging
 - B. Veterans Service Office
10. Committee Requests and Motions
 - A. Discussion on Future Meeting Site Visits
 - B. Ideas for Future Discussion
11. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039010000-62614	PURCHASED SERV.	8,000.00	51.5%	4,339.65	-212.49	3,872.84	
	P1203673-PO# 12/31/12 -VN#026842			MEAL MAGIC		579.00	
	P1203686-PO# 12/31/12 -VN#041441			WAHLS APPLIANCE INC		549.00	
	P1203794-PO# 12/31/12 -VN#052480			BURBANK PLAZA APARTMENTS		650.00	
	P1203798-PO# 12/31/12 -VN#039690			VOLUNTARY ACTION CENTER		1,023.00	
				CLOSING BALANCE		1,071.84	2,801.00
	TITLE III-B			PROG-TOTAL-PO		2,801.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,801.00 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

DATE _____ CHAIR

JAN 15 2013

Account Number	Name	Yearly Prort Appropriation Spent	97.4%	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039020000-62119	OTHER SERVICES	11,335.00	97.4%	11,355.70	-305.69	284.99		
	P1200735-PO# 12/31/12 -VN#046565			HARDIE, ROBERT			38.85	
				CLOSING BALANCE		246.14		38.85
	COMMUNITY SERV.			PROG-TOTAL-PO			38.85	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$38.85 INCURRED BY COMMUNITY SERVICES. 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

DATE _____ CHAIR

JAN 15 2013

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Rock County - Production

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COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039040000-63308	VOLUNTEERS	36,081.00 82.2%	29,900.18	-223.70	6,404.52		
		P1203802-PO# 12/31/12 -VN#052296	KELLY, TANYA			153.23	
			CLOSING BALANCE		6,251.29		153.23
3039040000-64907	VOL RELATED EXP	2,325.00 80.1%	1,862.92	0.00	462.08		
		P1203710-PO# 12/31/12 -VN#017412	WISCONSIN DEPARTMENT OF JUSTIC			7.00	
			CLOSING BALANCE		455.08		7.00
			DELIVERED MEALS	PROG-TOTAL-PO		160.23	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$160.23
 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

JAN 15 2013

DATE

CHAIR

2012 . . .

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039050000-62410	R & M-VEHICLES	41,916.00 126.3%	31,794.65	21,145.47	-11,024.12		
	P1200709-PO# 12/31/12 -VN#010231			GORDIE BOUCHER FORD LINCOLN ME		49.88	
	P1203768-PO# 12/31/12 -VN#023719			VAN GALDER BUS COMPANY		60.00	
*** OVERDRAFT ***			CLOSING BALANCE		-11,134.00		109.88
3039050000-64629	OTHER TRANSP,EXP	20,375.00 166.5%	29,945.67	3,993.02	-13,563.69		
	P1201050-PO# 12/31/12 -VN#042177			JANESVILLE FAMILY HEALTH CENTE		410.00	
	P1203549-PO# 12/31/12 -VN#052404			MOR/RYPDE		4,404.01	
	P1203681-PO# 12/31/12 -VN#014534			MENARDS		124.10	
	P1203710-PO# 12/31/12 -VN#017412			WISCONSIN DEPARTMENT OF JUSTIC		14.00	
	P1203767-PO# 12/31/12 -VN#043024			FIRST ADVANTAGE OCCUPATIONAL H		33.56	
*** OVERDRAFT ***			CLOSING BALANCE		-18,549.36		4,985.67
	E & H TRANSPORT.		PROG-TOTAL-PO			5,095.55	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5,095.55 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

DATE

CHAIR

JAN 15 2013

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039080000-62614	PURCHASED SERV. P1203680-PO# 12/31/12 -VN#016851	100.00 193.7%	193.75	0.00	-93.75		
						79.89	
	UNITED PARCEL SERVICE						
*** OVERDRAFT ***			CLOSING BALANCE		-173.64		79.89
3039080000-62625	OUTREACH SERVICE P1203406-PO# 12/31/12 -VN#043190	8,434.00 34.5%	3,350.68	-434.17	5,517.49		
						716.80	
	BULL PUBLISHING COMPANY						
			CLOSING BALANCE		4,800.69		716.80
	TITLE III-D		PROG-TOTAL-PO				796.69

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$796.69 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

DATE _____ CHAIR

JAN 15 2013

2012 . . .

Account Number	Name	Yearly Prncnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039150000-63200	PUBL/SUBCR/DUES	704.00	0.0%	0.00	0.00	704.00	
	P1203535-PO# 12/31/12 -VN#042347			JOURNEYWORKS PUBLISHING		1,015.47	
*** OVERDRAFT ***				CLOSING BALANCE		-311.47	1,015.47
3039150000-64615	CLIENT REL.COSTS	24,504.00	45.7%	11,359.31	-160.00	13,304.69	
	P1201183-PO# 12/31/12 -VN#013792			KANDU INDUSTRIES INC		130.00	
	P1201184-PO# 12/31/12 -VN#023658			ALTERNATIVE HOMECARE INC		711.00	
	P1203580-PO# 12/31/12 -VN#017011			MERCY ASSISTED CARE INC		542.75	
	P1203711-PO# 12/31/12 -VN#046621			BRIGHTSTAR HEALTHCARE		88.00	
	P1203712-PO# 12/31/12 -VN#052442			FISHER, ANDREA		360.00	
	P1203759-PO# 12/31/12 -VN#052463			CROSS, WILLIS B		320.00	
	P1203797-PO# 12/31/12 -VN#052481			AMERICAS BEST VALUE INN		107.16	
	P1203800-PO# 12/31/12 -VN#051584			WYSE, ANGELA		218.00	
	P1203803-PO# 12/31/12 -VN#048600			BRIGHTSTAR		77.00	
				CLOSING BALANCE		10,750.78	2,563.91
	TITLE III-E			PROG-TOTAL-PO			3,569.38

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,569.38 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

JAN 15 2013

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039150000-64615	CLIENT REL COSTS	19,477.00	0.0%	0.00	0.00	19,477.00	
	P1300792-PO# 01/09/13 -VN#052481					AMERICAS BEST VALUE INN	142.88
					CLOSING BALANCE	19,334.12	142.88
	TITLE III-E				PROG-TOTAL-PO		142.88

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$142.88 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

JAN 15 2013

DATE _____ 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

January 7, 2013
DATE DRAFTED

CREATION OF ROCK COUNTY TRANSPORTATION COORDINATING COMMITTEE

1 **WHEREAS**, under the federal SAFETEA-LU and *Moving Ahead for Progress in the 21st Century Act*
2 (MAP-21) laws, federal grant programs that support the transportation of the elderly and people with
3 disabilities all require that projects derive from a "locally developed, coordinated public transit-human
4 services transportation plan" as a condition of funding; and,
5

6 **WHEREAS**, the State of Wisconsin, Department of Transportation defines a transportation
7 coordinating committee as being appointed by the county board for coordinating the county's
8 specialized transportation; and,
9

10 **WHEREAS**, the Transportation Coordinating Committee has at least the following duties:

- 11 • Monitor the expenditures of transportation funds being expended on transportation services for
- 12 the elderly and disabled in Rock County;
- 13 • Review passenger transportation plans for Rock County;
- 14 • Review and comment on county aid applications under s.85.21, Stats.;
- 15 • Review and comment on capital assistance applications under s.85.22, Stats.;
- 16 • Act as an informational resource for local transportation providers regarding the requirements of
- 17 the Americans with Disabilities Act of 1990, 42 USC 12101 et seq.;
- 18 • Act on requests by local public bodies to be designated as coordinators of transportation services
- 19 for elderly and disabled persons for the purpose of becoming eligible for assistance under the
- 20 federal sec. 5310 program;
- 21 • Develop and administer a county Transportation Coordination Plan; and,
22

23 **WHEREAS**, at least one representative from the following groups will serve on the committee:

- 24 • County Board;
- 25 • County Aging Unit;
- 26 • County Department of Human Services;
- 27 • County boards created under s.51.42 or 51.437, Stats.;
- 28 • Transportation providers – public, proprietary and nonprofit, specifically metro transit systems,
- 29 county 85.21 providers;
- 30 • County Mobility Manager;
- 31 • Area planning organizations;
- 32 • Elderly and disabled citizen advocates;
- 33 • Consumer and agency advocates.
34

35 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
36 assembled this _____ day of _____, 2013 does hereby establish a Rock County
37 Transportation Coordinating Committee.
38

39 **BE IT FURTHER RESOLVED**, that the Chair of the Rock County Board of Supervisors be authorized
40 to appoint up to 15 individuals to serve on the Transportation Coordinating Committee.
41

42 **BE IT FURTHER RESOLVED**, that the Chair shall appoint one-third to one-year terms, one-third to
43 serve two-year terms, and one-third to three-year terms. Subsequent appointments shall be for three
44 years.
45

46 **BE IT FURTHER RESOLVED**, that the Chair shall appoint a member of the Steering Committee to
47 serve as a temporary chair until such time that the Committee establishes a method for electing and
48 elects a chair from its membership.

Respectfully submitted,

Education, Veterans and Aging Services
Committee

County Board Staff Committee

Terry Thomas, Chair

J. Russell Podzilni, Chair

Dave Brown

Sandra Kraft, Vice Chair

Wayne Gustina

Eva Arnold

Steve Howland

Henry Brill

Edwin Nash

Betty Jo Bussie

FISCAL NOTE:

Per County Board Rule IV-C, County Board Supervisors who are members of additional special, single purpose or ad hoc committees are eligible for per meeting allowance and mileage reimbursement. Citizen members of such committees shall be eligible for mileage reimbursement only.

Marilynn Jensen

Mary Mawhinney

Louis Peer

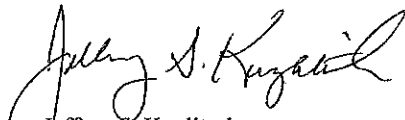
Kurtis L. Yankee



Sherry Oja
Finance Director

LEGAL NOTE:

The County board is authorized to take this action pursuant to sections 59.01 and 59.351, Wis. Stats. As well as Rule IV-C of the County Board Rules.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

The Rock County Council on Aging, along with other transportation providers located within the County, applies for various federal and state transportation grants that fund transportation services for the elderly and people with disabilities. Federal regulations state that that these projects must be derived from a "locally developed, coordinated public transit-human services transportation plan" as a condition of funding.

The Wisconsin Department of Transportation also requires that s.85.21 Elderly and Disabled Transportation Assistance to Counties applications be reviewed by a Transportation Coordinating Committee. State statues are in place to provide guidance as to composition and duties of this committee.

A Transportation Coordinating Committee has been meeting for the past several years. This resolution formalizes the Committee and ensures applications for funding meet this requirement.

No county tax levy is required.


Memo

To: Education, Veterans and Aging Services Committee
CC: Craig Knutson, County Administrator
From: Joyce Lubben
Date: January 10, 2013
Re: Semi-Annual Report – Attendance at Conventions/Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from the Council on Aging has attended any training, conventions or conferences that exceeded costs of \$1,000 per event, per employee during the time frame of July 1, 2012 through December 31, 2012.

**ROCK COUNTY VETERANS SERVICES
MEMORANDUM**

TO: EDUCATION, VETERANS AND AGING SERVICES COMMITTEE
FROM: JOHN SOLIS, JR., COUNTY VETERANS SERVICE OFFICER 
SUBJECT: SEMI-ANNUAL REPORT – ATTENDANCE AT
CONVENTIONS/CONFERENCES
DATE: 12/17/2012
CC: CRAIG KNUTSON, COUNTY ADMINISTRATOR

No staff member in this department attended any out-of-state training sessions, conventions or conferences or in-state training sessions, conventions or conferences in excess of \$1000.00 from July 1 – December 31, 2012.