

ROCK COUNTY, WISCONSIN



NOTE: This is a Teleconference

**COUNTY BOARD STAFF COMMITTEE
MONDAY, MARCH 8, 2021 – 4:30 P.M.
CALL: 1-312-626-6799
MEETING ID: 848 6094 4010
PASSCODE: 805110**

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, March 8, 2021. To submit a public comment use the following email: vanzandt@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.

- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

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

**COUNTY BOARD STAFF COMMITTEE
MONDAY, MARCH 8, 2021 – 4:30 P.M.**

Agenda

1. Call to Order
2. Approve Agenda
3. Public Comment - sent in via email by noon Monday, March 8, 2021
4. Approval of Minutes of February 22, 2021
5. Transfers
6. Review of Payments
7. Resolutions and Committee Action
 - A. To Recognize Rock County Social Workers
8. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

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



COUNTY BOARD STAFF COMMITTEE
Minutes – February 22, 2021

Call to Order. Chair Bostwick called the meeting of the County Board Staff Committee to order at 4:30 P.M. via telephone conference.

Committee Members Present: Supervisors Beaver, Brien, Richard Bostwick, Peer, Podzilni, Sweeney, Leavy, Davis and Yeomans.

Committee Members Absent: None.

Staff Members Present via Phone: Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Amy Spoden, Assistant Human Resources Director; Richard Greenlee, Corporation Counsel; Bridget Laurent, Assistant Corporation Counsel; Annette Mikula, Human Resources Director; Terri Carlson, Risk Manager; Kate Luster, Human Services Director; Julie Butz, HSD Program Manager; Michelle Lynch, Michelle Kelm, Heather Kempf, Rebecca Shellenberger, Kimberley Rueth, Rock Haven.

Others Present: Supervisors Lokrantz, Wilde, Williams and Homan; Frank Schultz, Janesville Gazette.

Approval of Agenda. Supervisor Davis moved approval of the agenda as presented, second by Supervisor Brien. ADOPTED.

Public Comment. There was eight written public comments submitted. The comments were all read with a time limit of two minutes per comment. Most of the comments were in support of the Rock Haven compensation resolution on today's agenda. Michelle Lynch, Rock Haven employee, read her public comment for the committee which was also timed at two minutes.

Approval of Minutes of February 8 and February 11, 2021. Supervisor Peer moved approval of the minutes of February 8 and February 11, 2021, second by Supervisor Yeomans. ADOPTED.

Transfers. None.

Resolutions and Committee Action.

In Support of Legislation to Allow for Greater Broadband Expansion

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021, does hereby support the broadband recommendations contained in the Rural

Voices for Prosperity Report and urge the State of Wisconsin Legislature to approve these as a means of providing meaningful broadband expansion.

BE IT RESOLVED that the Rock County Board of Supervisors shall push for all possible avenues to provide all citizens of Rock County with reliable, high-speed internet service.”

Supervisor Brien moved approval of the above resolution, second by Supervisor Davis. Several committee members were concerned that this resolution may go nowhere once it reaches the legislature. There was talk about taking action at the County level. Mr. Greenlee said county governments have restraints by the legislature on broadband expansion. ADOPTED.

Providing Additional Compensation and Incentives to Rock Haven Staff, Improving Recruitment Activities, Investigating the Work Environment and Amending the 2021 Budget

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 does hereby reallocate Certified Nursing Assistants and Activity Therapy Assistants from Range 25 to Range 21 of the 1258 pay grid; provide a base wage increase for Licensed Practical Nurses in the same amount as Certified Nursing Assistants and Activity Therapy Assistants by adjusting amounts in Range 2A of the 1258 pay grid; and increasing the base wages of Registered Nurses by \$1.00 by adjusting the amounts in Range IV of the AMHS RH pay grid.

BE IT FURTHER RESOLVED, newly hired Certified Nursing Assistants, Licensed Practical Nurses, and Registered Nurses be provided with recruitment and retention incentives as follows: \$500 upon starting, \$500 at 6 months, and \$1,000 at 12 months. This program will be in effect for new hires who begin their employment with Rock Haven no later December 31, 2021, at which time the program will be re-evaluated to determine whether it will be extended.

BE IT FURTHER RESOLVED, currently employed staff in the positions of Certified Nursing Assistant, Licensed Practical Nurse, Registered Nurse, Activity Therapy Assistant, Environmental Service Worker, Food Service Worker, and Cook who have been employed less than 6 months or less than 12 months will receive retention incentives of \$500 when they have been employed for 6 months and \$1,000 when they have been employed for 12 months.

BE IT FURTHER RESOLVED, if any Rock Haven staff refers an individual to apply for a Certified Nursing Assistant, Licensed Practical Nurse, or Registered Nurse position at Rock Haven and that individual accepts employment, the referring staff member will receive a referral

incentive of \$500 when the referred individual begins their employment, \$500 when the referred individual reaches 6 months of employment, and \$1,000 when the referred individual reaches 12 months of employment. This program will be in effect for new hires who begin their employment with Rock Haven no later December 31, 2021, at which time the program will be re-evaluated to determine whether it will be extended.

BE IT FURTHER RESOLVED, Policy 5.31 in the Administrative Policy and Procedure Manual is amended under the AFSCME 1258 header by inserting the following language: “Licensed Practical Nurses, Certified Nursing Assistants, Activity Therapy Assistants, Environmental Service Workers, Food Service Workers, and Cooks volunteering to pick up open shifts and/or volunteer to work on short notice as a result of call-offs, shall receive one and one-half times the regular rate of pay for such duty.”

BE IT FURTHER RESOLVED, Policy 5.37 in the Administrative Policy and Procedure Manual is amended under the AFSCME 1258 header as follows: “Shift Differential for all personnel (regular or pool) will be paid based on the shift worked. Any employee, who works the pm or night shift will receive a shift premium of ~~\$1.00~~ \$2.00 for all hours worked during the pm or night shift.”

BE IT FURTHER RESOLVED, Rock Haven will participate in a program in partnership with Blackhawk Technical College to pay costs, including tuition, testing, and certification, of individuals interested in becoming Certified Nursing Assistants and who agree to 1) accept employment at Rock Haven for a period of not less than one year following completion of their studies and 2) repay all costs funded by Rock Haven on a pro-rata basis if they fail to remain employed for one year.

BE IT FURTHER RESOLVED, Rock Haven is directed to establish a formal process for engaging with staff to improve communications and discuss policy changes, and to regularly report to the Health Services Committee regarding this process and its outcomes.

BE IT FURTHER RESOLVED, the Ad Hoc Committee on the Future of Rock Haven is directed to engage a third-party to investigate the work environment, climate, and culture at Rock Haven, including compliance with and potential violations of the Personnel Ordinance and the Human Resources section of the Administrative Policy and Procedure Manual related to interactions between management and staff. The third-party will report its findings to both the Ad Hoc Committee on the Future of Rock Haven and the Blue Ribbon Commission on Organizational Excellence.

BE IT FURTHER RESOLVED, the 2021 budget be amended as follows:

.....”

Supervisor Brien moved approval of the above resolution, second by Supervisor Sweeney. Several committee members agreed that we need to give the new Nursing Home Administrator a chance to improve the work environment. Supervisor Beaver said we need to let the Future of Rock Haven Ad Hoc Committee do its job.

Supervisor Podzilni moved to amend the resolution by adding this sentence at the end of line 71, “No other provision of this resolution shall be implemented until such third-party report is made to both the Ad-Hoc Committee on the Future of Rock Haven and the Blue Ribbon Commission on Organizational Excellence”, second by Supervisor Yeomans. Amendment PASSED on the following vote: AYES - Supervisors Sweeney, Yeomans, Leavy, Peer, Podzilni and Beaver; NO - Supervisors Rich Bostwick, Davis and Brien.

Resolution with amendment PASSED on the following vote: AYES - Supervisors Sweeney, Yeomans, Leavy, Peer, Podzilni and Beaver; NO - Supervisors Rich Bostwick, Davis and Brien. ADOPTED.

To Recognize Cheri Salava

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this twenty-fourth day of 2021 does hereby recognize Cheri Salava for her 28 years of service and extend best wishes to her in her future endeavors.”

Supervisor Sweeney moved approval of the above resolution, second by Supervisor Brien. ADOPTED.

Amending the 2021 HSD Budget and Creating 1.0 FTE HS Supervisor I, 1.0 FTE HS Professional Lead Worker, 3.0 FTE HS Professional and 1.0 Administrative Assistant Positions to Meet Waitlist Elimination Requirements in the Children’s Long Term Support Program

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 does hereby approve the creation of 1.0 Human Services Supervisor I, 1.0 FTE Human Services Professional Lead Worker and 2.0 FTE Human Services Professionals effective April 1, 2021; 1.0 FTE Human Services Professional effective August 1, 2021; and 1.0 FTE Administrative Assistant position effective October 1, 2021, as well as the purchase of computers, software, cell phones, and mobile hotspots for the new positions; and,

BE IT RESOLVED, that the 2021 Budget be amended as follows:

.....”

Supervisor Yeomans moved approval of the above resolution, second by Supervisor Beaver. ADOPTED.

Adjournment. Supervisor Brien moved adjournment at 5:42 P.M., second by Supervisor Davis. ADOPTED.

Respectfully submitted,

Tracey VanZandt
HR Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF FEBRUARY 2021

02/25/2021

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
01-1320-0000-63100	Office&Misc Exp	P2100008	02/18/2021	US BANK	TONER FOR ADMIN MACHINE	277.23
County Administrator PR0G TOTAL						277.23

I have reviewed the preceding payments in the total amount of **\$277.23**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF FEBRUARY 2021**

02/25/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
06-1620-0000-63100	Office&Misc Exp	P2000211	02/18/2021	US BANK	PRIMA	412.18
06-1620-0000-63202	Law Books	P2000211	02/18/2021	US BANK	LAW BOOKS	286.00
		P2100007	02/18/2021	US BANK	LAW BOOKS	300.30
06-1620-0000-64200	Training	P2100007	02/18/2021	US BANK	TRAINING - RICHARD GREENLEE	259.00
Corporation Counsel PROG TOTAL						1,257.48

I have reviewed the preceding payments in the total amount of **\$1,257.48**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF FEBRUARY 2021**

02/25/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
08-1420-0000-61925	Background/Test	P2100307	02/18/2021	US BANK	BACKGROUNDS AND TESTING	163.22
		P2100323	02/18/2021	FIELDPRINT INC	FINGERPRINTS CHILD SUPPORT	23.25
08-1420-0000-63100	Office&Misc Exp	P2100307	02/18/2021	US BANK	OFFICE SUPPLIES	90.63
		P2100307	02/18/2021	US BANK	SHRM MEMBERSHIP RENEW JN.TF.KM	547.50
08-1420-0000-63200	Pubs/Subs/Dues	P2100307	02/18/2021	US BANK	SHRM MEMBERSHIP RENEW JN.TF.KM	547.50
		P2100307	02/18/2021	US BANK	JOB ADVERTISEMENTS	1,211.00
08-1420-0000-64215	Recruitment	P2100307	02/18/2021	US BANK	JOB ADVERTISEMENTS	1,211.00
Human Resources PROG TOTAL						2,035.60

I have reviewed the preceding payments in the total amount of **\$2,035.60**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF DECEMBER 2020

02/25/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
08-1420-0000-61925	Background/Test	P2000487	02/04/2021	MERCY HEALTH SYSTEM	DRUG SCREEN/ALCOHOL TEST	70.00
Human Resources PRCG TOTAL						70.00

I have reviewed the preceding payments in the total amount of **\$70.00**

Date:

Dept Head _____

Committee Chair _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Katherine Luster, Director
INITIATED BY

Greg Winkler
DRAFTED BY

Human Services Board
SUBMITTED BY



March 2, 2021
DATE DRAFTED

**TO RECOGNIZE ROCK COUNTY
SOCIAL WORKERS**

- 1 **WHEREAS**, March has been declared National Social Worker Recognition Month; and,
- 2
- 3 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wish to
- 4 recognize the Rock County Human Services Social Workers, and others who provide similar services, for
- 5 their excellence in delivering services to the citizens of Rock County; and,
- 6
- 7 **WHEREAS**, the Social Workers of the Rock County Department of Human Services provide services to
- 8 a wide variety of Rock County citizens; and,
- 9
- 10 **WHEREAS**, the Social Workers in the Aging and Disability Resource Center (ADRC) and Adult
- 11 Protective Services (APS) Division, support frail elderly and adults with physical and/or developmental
- 12 disabilities as well as their family and caregivers. APS staff serve to protect vulnerable adults from abuse
- 13 and neglect by investigating allegations, seeking out services, such as in-home support, assisted living
- 14 placements, and/or guardianship, to help individuals remain safe and secure in their homes and
- 15 community. ADRC Social Workers provide guidance, support, and options to people who struggle
- 16 navigating through the multitude of programs available. They assist people to make informed decisions by
- 17 explaining the array of service options that are available to them in our community such as dementia care,
- 18 home care, public funding, housing, hospice and any other topics individuals may need support with.
- 19 Together, the ADRC and APS staff provide our community’s most at-risk adults with the support they
- 20 need to help them remain safe in our community and as independent as possible; and,
- 21
- 22 **WHEREAS**, the Social Workers in the Behavioral Health Programs provide high quality treatment and
- 23 support services to individuals and families experiencing mental illness and substance abuse challenges
- 24 across a comprehensive continuum of care, thereby reducing the need for restrictive institutional care and
- 25 out-of-home placement. They provide assertive outreach to individuals with complex needs and engage
- 26 them in welcoming and empathic relationships. These social workers assist clients in improving their
- 27 quality of life, as defined by the client, and provide person centered, rehabilitative services focused on
- 28 hope and recovery; and,
- 29
- 30 **WHEREAS**, the Social Workers in the Children, Youth and Families (CYF) Programs provide family-
- 31 centered and strength-based services to children and families involved in the children protection and
- 32 juvenile justice systems. CYF Social Workers are dedicated to ensuring child safety as well as
- 33 supervising youth on juvenile supervision. Daily, social workers in the CYF Division work with high-
- 34 risk families in the community to inspire hope and build skills for positive change. CYF Social Workers
- 35 intervene when children are alleged to be abused and neglected, and engage youth who are in violation of
- 36 the law. Countless children, youth and families are positively affected by the tireless work of CYF Social
- 37 Workers; and,
- 38
- 39 **WHEREAS**, the Social Workers in the Children’s Long Term Support Program (CLTS) provide
- 40 supports and services to serve children who have substantial limitations due to physical, emotional and/or
- 41 physical disabilities. CLTS Social Workers help children and their families to meet their individualized
- 42 needs and live their best lives in their homes and communities.
- 43

44 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
45 assembled this _____ day of _____, 2021, does hereby recognize the Rock County Social
46 Workers for their excellent work and diligent efforts in the delivery of services to needy Rock County
47 citizens and their families in 2021.

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Pam Bostwick

Ashley Hoffman

Kaelyb Lokrantz

J. Russell Podzilni

Angelina Reyes

Kathy Schulz

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

Richard Bostwick, Chair

Wes Davis, Vice Chair

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

Mary Beaver