



**FINANCE COMMITTEE
THURSDAY, MAY 23, 2013 - 5:30 P.M.
JURY DELIBERATION ROOM – FOURTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Transfers and Appropriations
4.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) General Services
 - E. Approval of Bills for Other Departments
5. Purchasing Procedural Endorsement
 - A. Request to Purchase Lexipol Custody Advantage for the Sheriff's Office for a cost of \$8,127.50
6. Review of Resolution
 - A. Authorizing Additional Contingency Funding and Amending the 2013 Budget for Rock Haven Project (Will be provided at the meeting.)
 - B. Authorizing DPW to Install Rock Haven Facility Safety Embankment Work, Approving Additional Contingency Funding and Amending the 2013 Budget for the Rock Haven Facility Replacement Project (Will be provided at the meeting.)
 - C. Amending the 2013 Council on Aging's Elderly and Handicapped Transportation and New Freedom Budget
7. Adjournment

**NOTE: Location,
Time & Date**

PURCHASE ORDER NUMBER P1103172 PEID 051278

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 5/14/13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CG SCHMIDT

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN REPLACEMENT PROJECT

AMOUNT OF INCREASE \$ 44,027.00

INCREASE FROM \$ 18,026,215.69 TO \$ 18,070,242.69

ACCOUNT BALANCE AVAILABLE \$ 75,614.00 SB 05/16/13

REASON FOR AMENDMENT CHANGE ORDER #39

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
Chair _____ Date _____
(If over \$10,000)

COUNTY BOARD _____
Resolution # _____ Adoption Date _____
(If over \$10,000)

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Joyce Lubben
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services Committee
SUBMITTED BY

May 7, 2013
DATE DRAFTED

**AMENDING THE 2013 COUNCIL ON AGING'S ELDERLY AND
HANDICAPPED TRANSPORTATION AND NEW FREEDOM BUDGETS**

1 **WHEREAS**, the Council on Aging has been awarded a federal 5310 Capital Acquisition grant to
2 purchase a new vehicle for the Rock County Transit fleet; and,
3

4 **WHEREAS**, the grant funding covers 80% of the vehicle cost; and,
5

6 **WHEREAS**, the Specialized Transit Vehicle Replacement Trust Fund provides the 20% match; and,
7

8 **WHEREAS**, the Council on Aging receives New Freedom funds that are estimated in the budget
9 preparation process; and,
10

11 **WHEREAS**, the New Freedom grant funds the Mobility Manager program; and,
12

13 **WHEREAS**, the final 2013 allocation for the New Freedom grant has been received.
14

15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
16 this _____ day of _____, 2013 does hereby accept the above mentioned grants and
17 amend the Adopted 2013 Rock County Council on Aging budget as follows:
18

<u>Account/Description</u>	<u>Budget at 1/01/2013</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Elderly & Handicapped Transportation</u>			
<u>Source of Funds</u>			
30-3905-0000-42100 Federal Aid	0	34,500	34,500
30-3905-0000-47000 Transfers In	8,695	10,725	19,420
<u>Use of Funds</u>			
30-3905-0000-64629 Other Transportation Expense	29,584	2,100	31,684
30-3905-0000-67105 Motor Vehicles	0	43,125	43,125
<u>New Freedom Program Grant</u>			
<u>Source of Funds</u>			
30-3914-0000-42100 Federal Aid	79,298	8,875	88,173
<u>Use of Funds</u>			
30-3914-0000-62625 Outreach Service	2,500	5,500	8,000
30-3914-0000-63104 Printing	0	1,375	1,375
30-3914-0000-64200 Training	1,000	2,000	3,000

Amending the 2013 Council on Aging's Elderly and Handicapped Transportation and New Freedom Budgets

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Respectfully submitted,

Education, Veterans & Aging Services Committee

Finance Committee Endorsement

Terry Thomas, Chair

Reviewed and approved on a vote of _____

Wayne Gustina, Vice Chair

Mary Mawhinney, Chair

Steve Howland

Ed Nash

Rick Richard

FISCAL NOTE

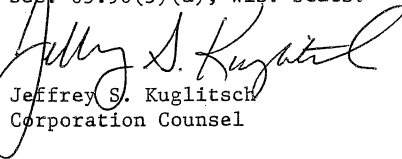
This resolution authorizes the acceptance and expenditure of \$34,500 in Federal Aid for the E&H Transportation account to purchase a specialized transit van. The additional funding needed for the van will come from the E&H trust account. This resolution also authorizes the acceptance and expenditure of \$8,875 in Federal Aid for the New Freedom grant. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:


The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2013 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

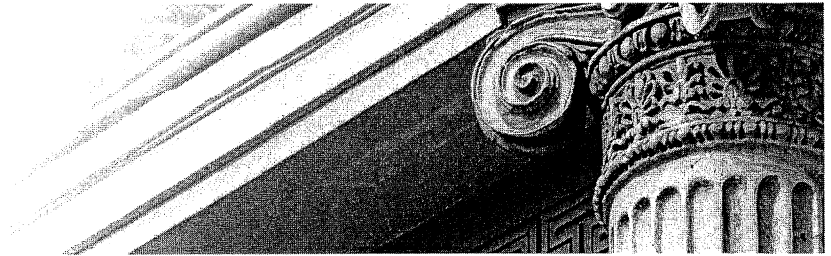
The Council on Aging applied for, and received, a federal 5310 capital acquisition grant to replace a vehicle in the Specialized Transit fleet. The total cost is \$43,125, with 80% being covered by the 5310 grant and 20% covered by the vehicle replacement trust fund. An additional \$2100 is needed from the trust fund for conversion costs. This vehicle is lift equipped with wheelchair capacity. Anticipated delivery is late 2013.

The Council on Aging receives a New Freedom grant to sustain a Mobility Manager Project. During the budget preparation process, the amount of grant funding is estimated. The increase in grant funding will be used for a travel training video, printing of training materials and training for staff and users of public transportation.

No county tax levy is required.



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Lexipol Custody Policy Manual

Lexipol is America's leading provider of risk management resources for public safety organizations. Lexipol provides customizable, state-specific, web-based policy manuals with an integrated training component to help correctional agencies operate more efficiently and effectively. We currently serve more than 1,400 public safety organizations representing 81,000 law enforcement and fire personnel in 14 states.

Lexipol Value

- ✓ We provide comprehensive, court-tested detention and jail policies written by legal and correctional professionals.
- ✓ Lexipol policies have proven to be instrumental in an agency's ability to prevail in court.
- ✓ Lexipol experts constantly monitor major court decisions and emerging trends affecting custody operations.
- ✓ Lexipol provides regular policy updates in response to legislative mandates, case law and evolution in best practices.

- ✓ Lexipol's policy and training components are 100% web-based. There is no software to purchase or maintain.
- ✓ Your policy manual is archived on the Lexipol system for easy retrieval when needed.
- ✓ Our system allows you to view the origin of all policy content, including federal and state laws and custody best practices.
- ✓ The Lexipol system will allow cross-referencing to any accreditation standard.

Lexipol can help you comply with current laws, regulations and law enforcement best practices, and then document that you've trained your personnel on your policies.

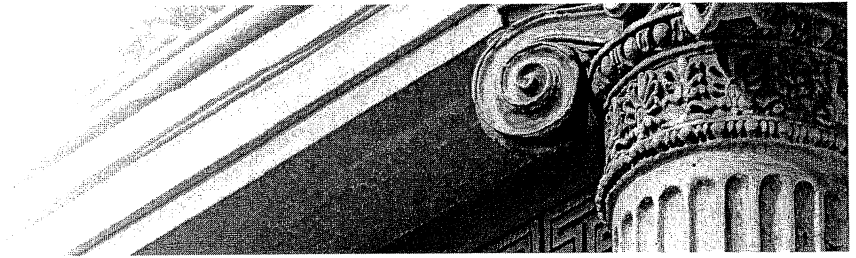
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Lexipol Custody Daily Training Bulletins

Lexipol is America's leading provider of risk management resources for correctional organizations, delivering its services through a unique, web-based development system with an integrated training component. Lexipol offers the most comprehensive solution for managing custody policy and training. Our state-specific policy manuals are integrated with scenario-based Daily Training Bulletins (DTBs) that include an emphasis on high-risk, low-frequency events.

Lexipol Value

- ✓ Lexipol's Custody DTB service provides comprehensive training to help your personnel learn the content of your agency's policy manual *and* practical applications of the policies.
- ✓ Your agency can customize Lexipol DTBs to address agency-specific topics.
- ✓ Lexipol archives your agency's DTB training records, which gives you an invaluable resource in defense litigation or personnel matters.
- ✓ Supervisors can track officer training using flexible reporting tools.
- ✓ DTBs are designed to be completed in about six minutes.

- ✓ Lexipol's policy system has been shown to reduce the number of claims paid out. In fact, one statewide insurance pool reported a 69% decrease in litigated claims paid out.
- ✓ Lexipol's policy and training components are 100% web-based. There is no software to purchase or maintain.
- ✓ Automated tools ensure consistency between policy and training materials.
- ✓ Lexipol's DTB service reinforces your agency's approved custody policies.
- ✓ Each year Lexipol provides 240 scenario-based training bulletins that link directly to the Custody Policy Manual.

Lexipol can help you address issues related to risk, liability, safety and best practices for correctional agencies. We also can help you comply with current laws, regulations and custody best practices, and then document that you've trained your personnel on your approved policies. To learn more, visit www.lexipol.com or call us at 949.484.4444.

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The Lexipol Advantage

Custody

Predictable is Preventable®

Lexipol is America's leading provider of risk management resources for correctional organizations. We provide customizable, state-specific, web-based Custody Policy Manuals with an integrated training component. Lexipol can help your agency comply with current law, regulations and custody best practices, and then document that you have trained your personnel on your approved custody policies.

Proprietary System: The Lexipol Custody Policy Manual directly addresses the needs of jails, detention centers and custody facilities. Lexipol provides more than 170 detention and jail policies that are based on federal and state law, regulations and custody best practices. Your agency has full editing capability, allowing you to customize the manual to reflect your agency's mission and philosophy.

In a large settlement, one county agreed to pay a \$1.5 million settlement to reimburse misappropriated funds meant to benefit the welfare of inmates. The fund comes from profits from inmate collect calls to their families and in some years exceeded \$5 million. By state law, the fund is supposed to be allocated to benefit the inmates in the form of education and prevention programs. Jail officials were accused of using the money on overhead that it would normally pay, such as the salaries of certain workers.

Updates: Lexipol provides regular updates in response to legislative mandates, case law and evolution in best practices. We also provide client alerts in response to precedent-setting court decisions or events that call for immediate changes to policy.

Policy Training: The integrated Daily Training Bulletin component is a customized, scenario-based daily training program that links directly to the Custody Policy Manual.

Adaptability: Our clients range from one to 2,500 personnel and include municipal police departments, county sheriff departments or offices, district attorney offices, county jails, probation departments, school district and university police, tribal police, state regulatory and federal agencies and military agencies.

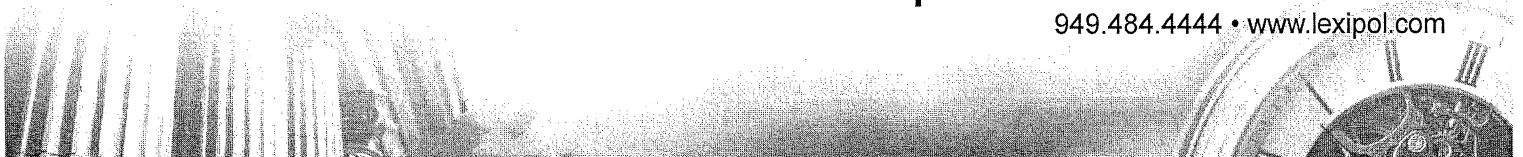
Scale: More than 1,400 public safety organizations representing 81,000 law enforcement and fire personnel in 14 states use the Lexipol system. Our subscriber base is one of the largest private networks of law enforcement and correctional policy collaborators in the nation.

Archiving: Each version of your manual is archived on the Lexipol system. This is an invaluable resource in defense litigation or personnel matters that call for authenticated copies of policy or training records years after an incident.

In one of the largest settlements in history, one county has agreed to pay \$15 million to more than 16,000 people who were illegally strip-searched by Sheriff's Department jail personnel between 2000 and 2003. The county will have to pay \$2 million. Its insurance company will pay the rest. The strip-search issue was resolved in favor of local corrections agencies. However, the counties that lost or settled these cases are out in the cold.

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The Lexipol Advantage

Custody

Insurance Pools/RMAs: A number of insurance pools and risk management associations provide funding assistance for the cost of the Lexipol program, annual subscription and Custody Daily Training Bulletins.

Ready Access: Many agencies describe their pre-Lexipol policy system as convoluted, reactive and not serving the agency well. Their employees had trouble accessing the policy system because the documents were contained in disparate silos of information. Thus, there was no easy way to get policy direction. When you become a Lexipol subscriber, you have a clear, straightforward, professional policy system that is legally defensible and easily accessible by all members of your organization.

A county has paid \$750,000 to settle a lawsuit brought by a former jail inmate, who alleged that he was slammed to the floor by sheriff's deputies, and subjected to a TASER® while he was handcuffed. The incident was captured on video. According to a spokesperson for the county, the settlement was approved by the county supervisors.

The Lexipol system is truly unique. There is no other program in America offering the ability to customize, manage, disseminate and track your agency's policies and training. For additional information about the Lexipol Custody Policy Manual and Daily Training Bulletins, visit www.lexipol.com or call us at 949.484.4444.

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SUMMARY OF THE UNIQUE FEATURES OF THE LEXIPOL SYSTEM

Lexipol is America's leading provider of risk management services and resources for public safety organizations, delivering its services through a unique, web-based development system with an integrated training component. Lexipol has helped public safety agencies reduce risk and stay ahead of litigation trends, while communicating clear and concise policy guidance to their employees. Additionally, Lexipol has established a unique set of risk management tools for public safety organizations by integrating agency-specific, customized policy manuals with the Daily Training Bulletin service accessed through a web browser. The comprehensive Lexipol service is not available through any other public or private resources or organizations.

The program is unique in several ways, and there is no other system that offers the following integration in one package:

1. Online (software-as-a-service) policy manual content, document management, training content and testing through web-based proprietary system tools.
2. Regular and urgent updates to content via web-based tools.
3. Daily Training Bulletins (DTBs) that are based on realistic scenarios and written by public safety personnel, including online and real-time testing modules.
4. Archiving of all versions of the agency's policy manual, as well as capturing of user electronic signatures that acknowledge policy updates and Daily Training Bulletin records and test results.
5. Linking between the Daily Training Bulletins and policy sections to which the DTB applies.
6. Robust reporting features, including exception reporting with export to MS Excel capabilities.
7. Contemporary policy content that may be modified by the agency via proprietary online tools, thus reducing policy development time significantly.

LEXIPOL LLC

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ADDITIONAL FEATURES INCLUDE:

Proprietary System and Software Tools: Over 140 core policies based on federal standards and case law, state statutes and case law, regulatory actions and law enforcement best practices. The client agency has full editing capability to customize the manual to reflect the agency's mission and philosophy.

Updates: Lexipol provides regular semi-annual electronic and interactive updates in response to legislative mandates, case law and evolution in best practices. It also provides client alerts and urgent updates in response to precedent-setting court decisions or events that call for immediate changes to policy.

Policy Training: The integrated Daily Training Bulletin component is a customized, scenario-based daily training program that links directly to the policy manual and is accessed online via a web browser. DTB records are also archived for easy retrieval.

Adaptability: Our clients range from small agencies to large agencies with more than 2,500 sworn personnel, including municipal police departments, county sheriff offices, county district attorneys, port police, probation departments, school district and university police, tribal police, fire departments and a diverse group of state regulatory agencies.

Scale: More than 1,400 public safety agencies with 81,000 officers or deputies in 14 states use the Lexipol system. Our subscriber base is one of the largest private networks of law enforcement policy collaborators in the nation.

Archiving: Each version of the agency's policy manual is archived on the Lexipol servers, which allows for easy retrieval by the agency. This is an invaluable resource in defense litigation or personnel matters that call for authenticated copies of policy or training records years after an incident.

For additional information or to obtain assistance please contact Lexipol at 949.484.4444 or visit www.lexipol.com.

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