

ROCK COUNTY, WISCONSIN



FINANCE COMMITTEE THURSDAY – JULY 11, 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. Approval of Minutes – June 13, 2019 and June 20, 2019
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
6. Review of Payments
7. Review of Payment over \$10,000
8. Committee Review and Approval of Per Meeting Allowances
9. Resolutions and Committee Endorsement
 - A. Rock County Healthy Schools Project with Action for Healthy Kids
 - B. Reclassification of the Telecom / Network Position to Network Technician in the Information Technology Department
 - C. Eliminating One Help Desk Position and Adding One User Support Position in the Information Technology Department
 - D. Creating an Additional Network Support Administrator Position in the Information Technology Department
 - E. Eliminating One Programmer Analyst II Position and Adding a Project Manager Position in the Information Technology Department
 - F. Amending the 2019 HSD Budget to Accept CLTS Funds and Creating 1.0 FTE Human Services Professional Position
 - G. Authorizing Contract for Updating the Rock County Parks, Outdoor Recreation and Open Space (POROS) Plan and Amending the Parks Budget
 - H. Authorizing Acceptance of JAG Crisis Intervention Team (CIT) Training (2015) Grant and Amending the 2019 Budget
 - I. Accepting DOJ EBDM Pretrial Pilot Sites Project Grant and Amending the Budget
 - J. Accepting a Workforce Advancement Training (WAT) Grant and Amending the Human Resource Department's Budget
10. Updates, Discussion and Possible Action
 - A. Financial Policy & Procedures Manual
11. 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.



FINANCE COMMITTEE
Minutes – June 13, 2019

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:45 P.M. on Thursday, June 13, 2019, in the Jury Deliberation Room, Fourth Floor, Courthouse-East.

Committee Members Present. Supervisors Mawhinney, Beaver, Fox, Podzilni and Yeomans.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Lisa Tollefson, County Clerk; Richard Greenlee, Corporation Counsel; Bridget Laurent, Deputy Corporation Counsel.

Others Present: None.

Approval of Agenda. Supervisor Yeomans moved approval of the agenda, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – May 23, 2019. Supervisor Yeomans moved approval of the minutes of May 23, 2019 as presented, second by Supervisor Fox. ADOPTED.

Transfers and Appropriations.

Council on Aging

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
30-3905-0000-46205	\$7,656.77	30-3905-0000-62410	\$7,656.77
Bus 20 Accident 1/2/19		Repair & Maintenance Vehicles	
30-3905-0000-46205	16,115.66	30-3905-0000-62410	16,115.66
Bus 23 Accident 2/7/19		Repair & Maintenance Vehicles	
30-3905-0000-46205	750	30-3905-0000-62410	750
Clean Up Fee from 2/7/19		Repair & Maintenance Vehicles	
30-3905-0000-46205	4,327.99	30-3905-0000-62410	4,327.99
Bus 12 Accident 3/25/19		Repair & Maintenance Vehicles	

Supervisor Fox moved approval of the above Transfer for the Council on Aging, second by Supervisor Beaver. ADOPTED.

Review of Payments. The Committee accepted the reports.

Review of Payments Over \$10,000. The Committee accepted the reports.

Committee Review and Approval of Per Meeting Allowances. Supervisor Yeomans moved approval of per meeting allowances in the amount of \$13,896.29, second by Supervisor Podzilni. ADOPTED.

Resolutions and Committee Endorsements.

Recognizing John Byrne for Service to Rock County

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019, does hereby thank John Byrne for his dedication and contributions to the citizens of Rock County and wish him the best for his future plans.”

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

Authorizing Purchase of VMWare Enterprise Software

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board duly assembled on this _____ day of _____, 2019 that a Purchase Order for the purchase of VMWare VSphere Enterprise software be issued to CDW-G in Vernon Hills, IL in the amount of \$61,395.01.”

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

Adjournment. Supervisor Yeomans moved adjournment at 5:54 P.M., second by Supervisor Fox. ADOPTED.

Respectfully submitted,

Sherry Oja
Finance Director

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.



FINANCE COMMITTEE
Minutes – June 20, 2019

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, June 20, 2019, in Conference Room N-1, Fifth Floor, Courthouse-East.

Committee Members Present. Supervisors Mawhinney, Beaver, Fox, Podzilni and Yeomans.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Lisa Tollefson, County Clerk; Brent Sutherland, Facilities Management Director; Jim Sandvig, Information Technology Director; Michelle Roettger, County Treasurer; Bridget Laurent, Deputy Corporation Counsel; Stephanie Kleinheinz, Deputy County Treasurer.

Others Present: Lori Stottler, City of Beloit Clerk-Treasurer; Dave Godek, City of Janesville Clerk-Treasurer.

Approval of Agenda. Chair Mawhinney said items 6.D. and 6.E. will be moved before item 6.A. on the amended agenda. Supervisor Fox moved approval of the amended agenda with these changes, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Transfers and Appropriations. None.

Resolutions and Committee Endorsements.

Recognizing Tracy Moseley for Service to Rock County

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019, does hereby thank Tracy Moseley for his dedication and contributions to the citizens of Rock County and offer their best wishes for his future plans.”

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

Authorizing Property Purchase, Approving Ground Lease and Amending the 2019 Facilities Management Capital Budget for a New Public Works Garage in Town of Turtle

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board duly assembled on this _____ day of _____, 2019, purchase 3.98 acres of property

at 3503 E. Shopiere Lane (Parcel #6-19-97A) in the Town of Turtle be approved in the amount of \$250,000.

BE IT FURTHER RESOLVED that subsequent to acquiring the property, a ground lease for a maximum of twenty years, be approved that allows the former property owner to retain ownership to an existing pedestal sign.

BE IT FURTHER RESOLVED that the County Board Chair and the County Clerk be authorized to execute required property acquisition documents.

BE IT FURTHER RESOLVED, the Facilities Management 2019 capital budget be amended as follows:

...”

Supervisor Fox moved Committee Endorsement of the above resolution, second by Supervisor Podzilni.

Mr. Sutherland explained when the 2019 budget was adopted it was not yet determined where the site would be. He explained the lease of the billboard, and that an environmental study had been completed with results showing no further work needed.

ADOPTED.

Updates Discussion and Possible Action.

Set Date and Time for Tour of Foreclosures of Tax Lien Properties Ms. Kleinheinz said there are 94 properties at this time, and about 40 of these properties, historically, have been paid off.

The Committee agreed to set the date of the tour for 7:00 A.M. on Tuesday, August 27, 2019. The Committee asked Mr. Terronez to work with Council on Aging to obtain one of their buses for the tour.

July Finance Committee Meeting(s) The Committee agreed to have one meeting in July unless otherwise needed, and the date was set for July 11, 2019.

Use of County Debt Collection Efforts Ms. Oja handed out information on how Human Services collects debt and went over it. She said no one in the County uses the State Debt Collection System at this time, though Human Services and Circuit Courts are looking into it. Ms. Oja explained the systems Rock Haven and the Medical Examiner’s Office uses.

Supervisor Yeomans asked about time savings if we used the State Debt Collections versus the various ways the County does it. He added he would like to see tracking data from the departments.

Municipal Tax Collection Agreement – Treasurer Ms. Roettger said she had been asked in November 2018 to do a comparison on actual cost versus current charges, which showed a need to raise the charges to the municipalities to \$100 fee plus 75¢ per parcel. She said sixteen of the municipalities have agreed to this increase.

Supervisor Fox left at 7:55 A.M.

Ms. Stottler said the first time she knew anything about this change was when the agreement for the increase was e-mailed to her office. She said this would mean a 36% increase to the City of Beloit and would be quite a hit to their budget. She added this is not so much an issue if this is truly the cost, but, per the letter, it seems it is being raised because it has not been raised in a while. She asked the Committee if this increase could be done over a three year period. Ms. Stottler said the communication from the County Treasurer's Office is not what they are used to. She added that she would like to have a breakout to show what this increase covers. Mr. Godek said he agreed with Ms. Stottler.

Supervisor Beaver agreed that the communications for the increase was not handled properly, but the increase is based on actual cost of collection. Chair Mawhinney asked if the numbers showing costs had been sent to the municipalities. Both Ms. Stottler and Mr. Godek replied they had not received any breakdown on costs. Supervisor Beaver asked Ms. Roettger to provide the explanation of the increase to Ms. Stottler and Mr. Godek. Mr. Godek thanked her and said that is something he would be able to take to his boss.

Chair Mawhinney and Supervisor Beaver said that communications will improve.

Greenway Properties Ms. Roettger said twelve of the properties on Wisconsin Surplus have sold and they are getting ready to put another twelve properties on the website.

Mr. Godek said the fragments will be combined to create full parcels.

Chair Mawhinney requested this be put on a future agenda on the taxes paid, etc.

Discussion on properties on hold, issues on properties, and contaminated properties.

Update on Citrix Replacement – VMWare – James Sandvig Mr. Sandvig explained the Citrix licenses are for remote access and for Rock Haven. The one they are using now is outdated, unsupported and needed. VMWare is replacing a Citrix product related to the County's servers, is more robust and we are in the process of switching over.

Supervisor Yeomans asked if these are two different products. Mr. Sandvig replied they are two different products.

Adjournment. Supervisor Yeomans moved adjournment at 8:25 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019

06/27/2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH					
		P1900002	06/13/2019	UNITED MAILING SERVICES INC	MONTHLY PRESORT FEES	788.32
		P1900004	06/27/2019	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE	20,000.00
00-0000-0001-22158	SHORT TERM DISAB					
		P1900324	06/27/2019	NATIONAL INSURANCE SERVICES OF	STD PREMIUMS JULY	9,213.46
00-0000-0001-22159	LONG TERM DIS					
		P1900324	06/27/2019	NATIONAL INSURANCE SERVICES OF	LTD PREMIUMS JULY	7,243.08
GENERAL FUND PROG TOTAL						37,244.86
<hr/>						
00-0000-0063-29663	W C TRUST					
			06/20/2019	ALLIANCE,THE	ALLIANCE WC MAY RETAINAGE	907.78
ISF-SELF INS PROG TOTAL						907.78
<hr/>						
00-0000-0071-29205	DLF-T.CLINTON					
			06/20/2019	TOWN OF CLINTON	REF FOR OVERPYMT ON DOG FEES	53.00
00-0000-0071-29264	DLF-SUPPLIES/EXP					
		P1901715	06/20/2019	HUMANE SOCIETY OF SOUTHERN WIS	CLAIM FOR DAMAGES	325.00
		P1901725	06/20/2019	NATIONAL BAND AND TAG CO	SINGLE PLANE S-HOOK LINKS	60.00
AGENCY FUNDS PROG TOTAL						438.00

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

06/27/2019

<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>
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I have reviewed the preceding payments in the total amount of **\$38,590.64**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

06/27/2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
05-1500-0000-63100	OFC SUPP & EXP					
		P1900006	06/20/2019	US BANK	SUPPLIES FOR ACCT AND PAYROLL	601.49
05-1500-0000-63107	PUBL & LEGAL					
		P1900003	06/13/2019	GREATER BELOIT PUBLISHING CO	MAY PURCHASING LEGAL NOTICES	78.77
05-1500-0000-68010	EXP.ALLOCATIONS					
		P1900007	06/13/2019	PACKAGE PRO EXPRESS DELIVERY I	MAY COURIER SERVICES	3,717.47
FINANCIAL SERVICES PROG TOTAL						4,397.73
<hr/>						
05-1520-0000-62119	OTHER SERVICES					
			06/06/2019	EMPLOYEE BENEFITS CORPORATION	EBC FLEX ADMIN FEES	1,048.80
		P1901798	06/27/2019	EMPLOYEE BENEFITS CORPORATION	EBC ADMIN FEES	1,052.25
SECTION 125 FLEXIBLE SPENDING PROG TOTAL						2,101.05
<hr/>						
05-1560-0000-62400	R & M SERV					
		P1900678	06/13/2019	RHYME BUSINESS PRODUCTS	2019 COLOR COPIER LEASE	844.00
05-1560-0000-63104	PRNT & DUPLICATI					
		P1900006	06/20/2019	US BANK	DUPLICATION SUPPLIES	2,026.56
05-1560-0000-65331	EQUIP LEASE					
		P1900006	06/20/2019	US BANK	PITNEY BOWES LEASE	1,743.42
CENTRAL SERVICES PROG TOTAL						4,613.98

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

<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>
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I have reviewed the preceding payments in the total amount of **\$11,112.76**

Date:

Dept Head _____

Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES					
		P1901120	06/20/2019	CHARTER COMMUNICATIONS	MONTHLY LAN/GUEST LINES	269.97
07-1430-0000-62400	R & M SERV					
		P1901726		SERVICE EXPRESS	HITACHI 2300 ADAPTABLE MODULAR	3,768.00
07-1430-0000-62491	SOFTWARE MAINT					
		P1801812	06/20/2019	SMARSH INC	ARCHIVING PLATFORM CORE PLATFO	4,515.90
07-1430-0000-63407	COMPUTER SUPPL					
		P1901560	06/20/2019	MARCO TECHNOLOGIES LLC	SHIPPING	1,081.79
INFORMATION TECHNOLOGY PROG TOTAL						9,635.66
07-1435-0000-62400	R & M SERV					
		P1901728	06/20/2019	MARCO TECHNOLOGIES LLC	SYNCED DLM AND ADDED TO HC	37.50
TELEPHONE OPERATIONS PROG TOTAL						37.50
07-1440-0000-64701	SOFTWARE PURCH					
		P1702101	06/20/2019	SUPERION LLC	OS-FEC-IF ONESOLUTION FINANCIA	4,700.00
GENERAL LEDGER UPGRADE PROG TOTAL						4,700.00
07-1444-0000-62210	TELEPHONE					
		P1901480	06/27/2019	CC AND N INC	ROCK COUNTY COURTHOUSE	5,617.51
		P1901644	06/20/2019	CDW GOVERNMENT INC	TRIPP LITE CAT6 GIGABIT SNAGLE	342.80
IT CAPITAL PROJECTS PROG TOTAL						5,960.31
07-1450-0000-62400	R & M SERV					
		P1901719	06/20/2019	CUMMINS ALLISON CORP	008-0202-00 L-2 IMS LICENSE, M	679.00
07-1450-0000-62491	SOFTWARE MAINT					
		P1900541	06/20/2019	RELIAS LEARNING LLC	ANNUAL SUBSCRIPTION SERVICES	27,546.79
		P1901363	06/20/2019	OPEN TEXT INC	ENCASE SOFTWARE RENEWAL RC4072	658.90
07-1450-0000-67143	IT CROSS CHARGES					
		P1901494	06/20/2019	MARCO TECHNOLOGIES LLC	MITEL 5300- SERIES HANDSET	30.07
		P1901753	06/27/2019	REGAL SOFTWARE TECHNOLOGIES LL	COMDATA REGAL PAY ANNUAL	1,900.00
IT-CROSS CHARGES PROG TOTAL						30,814.76

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
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I have reviewed the preceding payments in the total amount of **\$51,148.23**

Date: Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

06/27/2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
14-1410-0000-44155	WORK PERMITS	P1900011	06/13/2019	EQUAL RIGHTS DIVISION	MAY 2019 WORK PERMITS ISSUED	187.50
14-1410-0000-63100	OFC SUPP & EXP	P1900012	06/13/2019	US BANK	STAPLES-GEN OFFICE SUPPLIES	327.59
14-1410-0000-63104	PRNT & DUPLICATI	P1901646	06/06/2019	JAX CUSTOM PRINTING INC	PRINTING OF 110 DIRECTORIES	179.00
COUNTY CLERK PROG TOTAL						694.09

I have reviewed the preceding payments in the total amount of **\$694.09**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

06/27/2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
15-1540-0000-63100	OFC SUPP & EXP	P1900164	06/20/2019	US BANK	STAPLES ORDER 2019	127.62
15-1540-0000-64926	BANK SERV.CHGS.	P1900162	06/27/2019	BRINKS INC	MONTHLY CHARGE DAILY PICKUP	538.97
COUNTY TREASURER PROG TOTAL						666.59

I have reviewed the preceding payments in the total amount of **\$666.59**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019**

06/27/2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
17-1710-0000-63100	OFC SUPP & EXP					
		P1900303	06/27/2019	WISCONSIN DEPARTMENT OF ADMINI	MICROFILM STORAGE JUN2019	24.96
		P1900307	06/20/2019	OFFICE PRO INC	OFFICE PAPER JUNE2019	96.00
17-1710-0000-63106	PLAT BOOKS					
		P1900305	06/20/2019	MAPPING SOLUTIONS	PLAT BOOK SALES MAY2019	250.00
REGISTER OF DEEDS PROG TOTAL						370.96
17-1715-0000-62119	OTHER SERVICES					
		P1900304	06/20/2019	FIDLAR COMPANIES	REDACTION PROJECT MAY2019	625.00
ROD REDACTION PROJECT PROG TOTAL						625.00

I have reviewed the preceding payments in the total amount of **\$995.96**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JUNE 2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
19-1915-0000-62104	CONSULTING SERV					
		P1900411	06/27/2019	ASSOCIATED BENEFITS AND RISK C	JULY CONSULTING SERVICES	3,250.00
19-1915-0000-62119	OTHER SERVICES					
			06/20/2019	ALLIANCE,THE	MAY ACCESS - ALLIANCE	1,164.00
19-1915-0000-62199	OTHER SERV					
			06/20/2019	HEALTH CARE STRATEGIES INC	HCS FAX CONFIRMATIONS MAY 19	210.00
		P1900331	06/27/2019	COMPSYCH	EAP SERVICES 3RD QUARTER	10,518.75
		P1901796	06/27/2019	HEALTH CARE STRATEGIES INC	BIOMETRIC TOTAL WELLNESS	18,277.35
HEALTH INSURANCE PROG TOTAL						33,420.10
<hr/>						
19-1933-0000-64904	SUNDRY EXPENSE					
		P1900516	06/20/2019	US BANK	ROCK N WELLNESS HFAIR WRKOT HE	725.39
EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL						725.39

I have reviewed the preceding payments in the total amount of **\$34,145.49**

Date: _____ Dept Head _____

Committee Chair _____

Rock County

REPORT OF PAYMENTS OVER \$10,000

06/27/2019

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
	ROCK HAVEN	SUPP SERV ADMIN	CENTERS FOR MEDICARE AND MEDIC	CCN525390 SPECIAL ASMTS	20,000.00
P1800845	FACILITIES	COURTHOUSE SECUR	POTTER LAWSON ARCHITECTS INC	REIMBURSEABLES	14,555.13
P1802595	FACILITIES	COURTHOUSE SECUR	JP CULLEN AND SONS INC	ROCK COUNTY COURTHOUSE	964,272.60
P1802652	FACILITIES	HWY BUILDINGS/GR	OVERHEAD DOOR COMPANY OF MADIS	INSTALLATION OF OVERHEAD DOOR	15,850.00
P1900004	NOT APPLICABLE	GENERAL FUND	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE	20,000.00
P1900068	FACILITIES	ECLIPSE CENTER	HENDRICKS COMMERCIAL PROPERTIE	ECLIPSE CENTER	11,709.44
P1900076	FACILITIES	HWY BUILDINGS/GR	DIVERSIFIED BUILDING MAINTENAN	CLEANING FOR DPW	23,202.23
P1900172	ROCK HAVEN	RH CONT SERV T18	GENESIS REHABILITATION SERVICE	ST	46,764.41
P1900175	ROCK HAVEN	RH CONT SERV T18	THRIFTY WHITE PHARMACY	PHARMACY	12,802.98
P1900254	FACILITIES	HCC BLDG.COMPLEX	DIVERSIFIED BUILDING MAINTENAN	JANITORIAL SERVICE	10,341.67
P1900296	ROCK HAVEN	SUPP SERV ADMIN	WISCONSIN DEPARTMENT OF HEALTH	PROVIDER TAX	21,760.00
P1900324	NOT APPLICABLE	GENERAL FUND	NATIONAL INSURANCE SERVICES OF	LTD PREMIUMS JULY	16,456.54
P1900331	ALL OTHER GEN	HEALTH INSURANCE	COMPSYCH	EAP SERVICES 3RD QUARTER	10,518.75
P1900334	SHERIFF	CORR.FACILITY	ADVANCED CORRECTIONAL HEALTHCA	JULY MENTAL HEALTH SERVICES	76,326.94
P1900339	SHERIFF	CORR.FACILITY	ARAMARK CORRECTIONAL SERVICES	MAY INMATE MEALS	43,077.65
P1900346	SHERIFF	CORR.FACILITY	BI INC	MAY MONITORING	18,208.77
P1900371	SHERIFF	SHERIFF	KWIK TRIP EXTENDED NETWORK	CAR WASHES	19,524.50
P1900541	INFORMATION TECH	IT-CROSS CHARGES	RELIAS LEARNING LLC	ANNUAL SUBSCRIPTION SERVICES	27,546.79
P1900879	SR CIT PROG	E & H TRANSPORT	MANPOWER GROUP US INC	DRIVERS W/E 3/24	21,826.30

Rock County

REPORT OF PAYMENTS OVER \$10,000

06/27/2019

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
P1900956	FACILITIES	JAIL CAP.IMPROV.	SGTS INC	PROFESSIONAL SERVICES RELATED	89,850.00
P1900957	911 COMM.	911 OPERATIONS	GENERAL COMMUNICATIONS INC	MASTR III PROJ. - CAR SERVER	27,753.66
P1901204	SR CIT PROG	NUTRITION PROG	BEST EVENTS	2ND HALF APRIL	10,313.47
P1901672	Airport	Airport Admin	AERO INSURANCE	AIRPORT LIABILITY INSURANCE	10,684.00
P1901796	ALL OTHER GEN	HEALTH INSURANCE	HEALTH CARE STRATEGIES INC	UTILIZATION, MGT, HEALTH REACH	15,457.35
P1901808	911 COMM.	911 OPERATIONS	WEST SAFETY SERVICES INC	TEXT TO 911 SERVICE	13,200.00

CLAIMS IN THE AMOUNT OF \$1,562,003.18 HAVE BEEN PAID FOR THE MONTH OF JUNE 2019

PLEASE CONTACT THE FINANCE DIRECTOR WITH ANY QUESTIONS:

SHERRY OJA

608-757-5534

SHERRY.OJA@CO.ROCK.WI.US

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Angela Flickinger
INITIATED BY



Tara Hanley
DRAFTED BY

Agriculture & Education Committee
SUBMITTED BY

June 27, 2019
DATE DRAFTED

Rock County Healthy Schools Project with Action for Healthy Kids

1 **WHEREAS**, the Rock County UW-Extension Office is working on a special project with Action for
2 Healthy Kids <http://www.actionforhealthykids.org/> to create health improvement grants for Rock County
3 Schools; and,
4

5 **WHEREAS**, the grants will be funded by UW-Extension program fees funds in the amount of \$35,000.
6

7 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
8 this _____ day of _____, 2019, does hereby approve transferring these funds for the creation
9 of the Healthy Schools Project with Action for Healthy Kids and amending the Rock County UW-
10 Extension 2019 budget.

	Budget	Increase	Amended
	<u>1/1/2019</u>	<u>(Decrease)</u>	<u>Budget</u>
11 Account Description			
12 <u>Source of Funds</u>			
13 56-5605-0000-46400	\$ - 0 -	\$35,000	\$35,000
14 Fund Balance			
15 <u>Use of Funds</u>			
16 56-5605-0000-64604	\$25,000	\$35,000	\$60,000
17 Program Expense			
18			

Respectfully submitted,

AGRICULTURE AND EDUCATION COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Richard Bostwick, Chair

Reviewed and approved on a vote of

Wes Davis, Vice Chair

Mary Mawhinney, Chair Date

Stephanie Aegerter

ADMINISTRATIVE NOTE:

Brenton Driscoll

Recommended.

Alan Sweeney

Josh Smith
County Administrator

FISCAL NOTE:

This resolution authorizes the use of \$35,000 in UW-Extension program fee fund balance for health improvement grants. The fund balance is currently \$54,766

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§59.01, 59.51. and 59.56(3)(f), 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

Executive Summary

Rock County Healthy Schools Project with Action for Healthy Kids

Programming funds brought in by Rock County UW-Extension Health and Wellbeing Educator has an available fund balance of \$54,766. Rock County UW-Extension would like to utilize these funds to enhance health and wellbeing in Rock County Schools. Action for Healthy Kids is an organization that provides school grant oversight all around the United States. Action for Healthy Kids provides a variety of tools and resources to help schools implement health and wellness programs; programs that can help schools become a place where kids learn to lead healthier lives, eat nutritious foods, are physically active and better prepared to learn each day. Funds will be used to fund \$5,000 mini grants for Rock County schools to implement best practices and programs that enhance the health of its students, staff and community. UW-Extension has created a healthy schools team under the Health Equity Alliance of Rock County that will coach schools on assessment, implementation, and evaluation efforts. These funds will also be used to bring cutting edge educational and training opportunities for staff in these respective schools. The Healthy Schools team in Rock County is made up of representatives from University of WI-Extension (Health and Wellbeing, FoodWise, Positive Youth Development & Agriculture), SSM Health, Rock County Health Department, Beloit Health Systems and Community Action. This project will expand the County and Extension's reach and capacity to improve health of residents in Rock County.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Diana Arneson, Asst. to IT Dir
DRAFTED BY

Finance Committee
SUBMITTED BY

June 28, 2019
DATE DRAFTED

**RECLASSIFICATION OF THE TELECOM/NETWORK POSITION TO
NETWORK TECHNICIAN IN THE INFORMATION TECHNOLOGY
DEPARTMENT**

1 **WHEREAS**, the Rock County Board of Supervisors did pass a resolution in August of 2018 to contract
2 with Baker Tilly to perform an Information Technology Department assessment; and,
3

4 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
5 was to reorganize the department; and,
6

7 **WHEREAS**, the duties performed by the Network/Telecom Technician have evolved and increased over
8 time to include more technical assignments and responsibilities; and,
9

10 **WHEREAS**, the Human Resources department has researched the history of the Telecommunications
11 positions in the I.T. department over the last several years; and,
12

13 **WHEREAS**, based on that research Human Resources has recommended the Network/Telecom
14 Technician position be reclassified as a Network Technician; and,
15

16 **WHEREAS**, the Network Technician position in the Rock County unilateral pay plan is compensated
17 at pay range 23; and,
18

19 **WHEREAS**, the I.T. department can absorb the cost difference in the 2019 budget.
20

21 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
22 this _____ day of _____, 2019 does hereby approve the reclassification of the
23 Network/Telecom Technician position to Network Technician and compensation reallocation from pay
24 range 19 step 5 to pay range 23 step 3.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Yeomans

RECLASSIFICATION OF THE TELECOM/NETWORK POSITION TO NETWORK TECHNICIAN
IN THE INFORMATION TECHNOLOGY DEPARTMENT

Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Louis Peer

Mary Mawhinney, Vice Chair

Alan Sweeney

Richard Bostwick

Terry Thomas

Henry Brill

Bob Yeomans

Betty Jo Bussie

FISCAL NOTE:

The reclassification of the Telecom/Network position will be funded by staff vacancies.


Sherry Oja
Finance Director


LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2),
Wis. Stats.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

This resolution authorizes the reclassification of the Network/Telecom Technician position to a Network Technician and the reallocation from pay range 19 step 5 to pay range 23 step 3 in an effort to align the duties this position performs to the compensation this position should receive as a Network Technician.

Telecommunication networks have evolved over the years subsequently requiring technicians to learn increasingly specialized networking skills. Rock County has recently upgraded from an outdated legacy phone system to a new standards-based Voice-Over-IP (VOIP) technology for phones and voice mail. In order to support these new systems, the technician is required to know much more about networking and protocols than in the past.

Since 2010 the Network/Telecom Technician (NTT) has performed telecom tasks such as landline office phone installations and telephone switch configurations and programming. In June of this year, the Programming and Technical Services Manager (PTSM), who supported all of the County's Telecommunications systems, retired. There has been no one trained as a backup for the advanced, system level telecommunications duties the PTSM provided. Human Resources has assisted I.T. with its evaluation of the NTT position and how duties have evolved and increased over time. According to HR's recommendation the position should be reclassified from a NTT pay range 19 step 5 (\$31.22/hour) to a Network Technician pay range 23 step 3 (\$32.56/hour).

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Diana Arneson, Asst. to IT Dir
DRAFTED BY

Finance Committee
SUBMITTED BY

June 28, 2019
DATE DRAFTED

**ELIMINATING ONE HELP DESK POSITION AND ADDING ONE USER
SUPPORT POSITION IN THE INFORMATION TECHNOLOGY
DEPARTMENT**

- 1 **WHEREAS**, the Rock County Board of Supervisors did pass a resolution in August of 2018 to contract
- 2 with Baker Tilly to perform an Information Technology Department assessment; and,
- 3
- 4 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 5 was to reorganize the department; and,
- 6
- 7 **WHEREAS**, the Help Desk duties within the I.T. department have been reduced and/or reassigned due
- 8 to the reorganization; and,
- 9
- 10 **WHEREAS**, the I.T. Director has determined the User Support team is currently understaffed; and,
- 11
- 12 **WHEREAS**, the Rock County Information Technology Department recently had one Help Desk
- 13 Technician retire; and,
- 14
- 15 **WHEREAS**, the elimination of one Help Desk position allows for funding a much needed additional
- 16 User Support position; and,
- 17
- 18 **WHEREAS**, the I.T. department requests the former Help Desk position pay range 13 be eliminated and
- 19 a new User Support position be added at pay range 18; and,
- 20
- 21 **WHEREAS**, the I.T. department can absorb the cost difference in the 2019 budget.
- 22
- 23 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 24 this _____ day of _____, 2019 does hereby approve the elimination of one Help Desk position
- 25 at pay range 13 and the creation of one User Support position at pay range 18.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Yeomans

AUTHORIZING ELIMINATING HELP DESK POSITION AND ADDING USER SUPPORT
POSITION

Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Louis Peer

Mary Mawhinney, Vice Chair

Alan Sweeney

Richard Bostwick

Terry Thomas

Henry Brill

Bob Yeomans

Betty Jo Bussie

FISCAL NOTE:

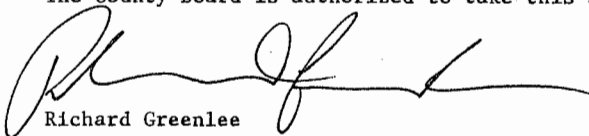
The additional 1.0 FTE User Support position will be funding by staff vacancies and the elimination of a 1.0 FTE Help Desk Position.



Sherry Oja
Finance Director

LEGAL NOTE:

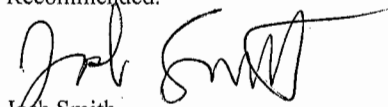
The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

This resolution authorizes the elimination of a Help Desk position and the addition of a User Support position in Rock County's Information Technology Department.

Information Technology has changed much over the years and no longer requires the same level of Help Desk operations and duties as in the past. Print services, job management, and backup scheduling are no longer relegated to just the Help Desk since they can be performed by online applications and sometimes by the users themselves. Conversely, the duties in the User Support area have grown in tandem with the number of supported devices and applications. In the 1998 budget, the I.T. Support team was increased from 2 to 5 full-time user support positions. At that time, the county had 31 terminals, 137 printers, 523 county networked PCs and less than 100 software applications. In 2019, I.T. has 7 full time user support positions (1.5 positions support the sheriff and 5.5 support the rest of the county). These 7 positions support 1402 PCs/laptops/tablets, 405 printers, 132 scanners, 623 cellular devices, and hundreds of applications.

The recent retirement of a Help Desk technician creates an opportunity to add a User Support position and eliminate a Help Desk position. The addition of a User Support Specialist position is more indicative of the technology and skillset required in the current County technology environment. Additionally, the move would help the I.T. department align with the department reorganization recommended by the Baker Tilly Assessment. Given the reduction of Help Desk duties and the marked increase in User Support activities, the addition of a User Support position will help the Information Technology department better serve both the citizens of Rock County and its workforce.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Diana Arneson, Asst. to IT Dir
DRAFTED BY

Finance Committee
SUBMITTED BY

June 19, 2019
DATE DRAFTED

**CREATING AN ADDITIONAL NETWORK SUPPORT ADMINISTRATOR
POSITION IN THE INFORMATION TECHNOLOGY DEPARTMENT**

- 1 **WHEREAS**, the Rock County Board of Supervisors did pass a resolution in August of 2018 to contract
- 2 with Baker Tilly to perform an Information Technology Department assessment; and,
- 3
- 4 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 5 was to reorganize the department; and,
- 6
- 7 **WHEREAS**, a second recommendation in the Baker Tilly assessment was to optimize technical capacity
- 8 for I.T. teams including the Network team; and,
- 9
- 10 **WHEREAS**, the Network Infrastructure staff currently consists of four positions: a Network Engineer,
- 11 a Network Administrator, and 2 Network Technicians; and,
- 12
- 13 **WHEREAS**, the project workload of the Network Infrastructure staff has increased from 15 projects in
- 14 1999 to 130 projected for 2019 or an increase of 766%; and,
- 15
- 16 **WHEREAS**, the I.T. Director has determined the Network Infrastructure team is understaffed; and,
- 17
- 18 **WHEREAS**, adding a Network Support Administrator position would provide increased technical
- 19 capacity and allow for cross-training and backup for the Network Engineer and Network team; and,
- 20
- 21 **WHEREAS**, due to unfilled positions and recent retirements the I.T. department has surplus funds in
- 22 salary and benefit accounts.
- 23
- 24 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 25 this _____ day of _____, 2019 does hereby approve the addition of one Network Support
- 26 Administrator position for the I.T. department at pay range 26.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Yeomans

CREATING AN ADDITIONAL NETWORK SUPPORT ADMINISTRATOR POSITION IN THE
INFORMATION TECHNOLOGY DEPARTMENT

Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Louis Peer

Mary Mawhinney, Vice Chair

Alan Sweeney

Richard Bostwick

Terry Thomas


Henry Brill

Bob Yeomans

Betty Jo Bussie

FISCAL NOTE:

The additional 1.0 FTE Network Support Administrator position will be funded by current staff vacancies.


Sherry Oja
Finance Director


LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2),
Wis. Stats.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

This resolution authorizes the creation of a Network Support Administrator position in Rock County's Information Technology Department.

In October of 2018, Baker Tilly delivered the Rock County IT Assessment report to Rock County. The first project identified as essential to the success of the Rock County IT department (RockIT) moving forward was the reorganization of the IT Department. In order to achieve this goal and under the direction of RockIT's new Director, RockIT analyzed data from the last twenty years to try and identify capacity levels at each point in time as they related to staffing levels, operations, and projects completed. One of the deficiencies made clear by the analysis was that network staffing levels have not kept pace with project and technology demands. Comparing project data at three different points in time; 15 projects were completed in 1998 with 2 network positions, 53 in 2004 with 4 positions, and 130 so far in 2019 with 5 positions (1 of which is dedicated solely to Public Safety); the analysis exposed an increase of 766% over the last 20 years.

The increased workload of an ever-expanding network infrastructure, the escalating risk associated with cybersecurity threats, and the evolving skillset required to implement new technology has negatively affected the ability of the Network team to effectively and fully resolve challenges and complete projects.

To address these issues and prepare for the future, we respectfully request a new higher level Network Technician position for the IT department. The position title will be Network Support Administrator and the pay range requested is level 26 step 1.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Diana Arneson, Asst. to IT Dir
DRAFTED BY

Finance Committee
SUBMITTED BY

July 1, 2019
DATE DRAFTED

**ELIMINATING ONE PROGRAMMER ANALYST II POSITION AND ADDING
A PROJECT MANAGER POSITION IN THE INFORMATION TECHNOLOGY
DEPARTMENT**

- 1 **WHEREAS**, the Rock County Board of Supervisors did pass a resolution in August of 2018 to contract
- 2 with Baker Tilly to perform an Information Technology Department assessment; and,
- 3
- 4 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 5 was to reorganize the department; and,
- 6
- 7 **WHEREAS**, the Programmer Analyst II duties within the I.T. department have been reduced and/or
- 8 reassigned due to the reorganization; and,
- 9
- 10 **WHEREAS**, the I.T. Director has determined a need exists within the new I.T. department structure for
- 11 a full-time Project Manager; and,
- 12
- 13 **WHEREAS**, the Rock County Information Technology Department recently had one Programmer
- 14 Analyst II staff member retire; and,
- 15
- 16 **WHEREAS**, the elimination of one Programmer Analyst II position allows for funding a much needed
- 17 Project Manager position; and,
- 18
- 19 **WHEREAS**, the Human Resources department recommends the Project Manager position be
- 20 compensated at pay range 26 the same pay range as the retired Programmer Analyst II; and,
- 21
- 22 **WHEREAS**, the addition of the Project Manager position will have no impact on the 2019 I.T. department
- 23 budget.
- 24
- 25 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 26 this _____ day of _____, 2019 does hereby approve the elimination of one Programmer Analyst
- 27 II position at pay range 26 and the creation of one Project Manager position at pay range 26.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Yeomans

AUTHORIZING ELIMINATING PROGRAMMER ANALYST II POSITION AND ADDING
PROJECT MANAGER POSITION

Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Louis Peer

Mary Mawhinney, Vice Chair

Alan Sweeney

Richard Bostwick

Terry Thomas

Henry Brill

Bob Yeomans

Betty Jo Bussie

FISCAL NOTE:

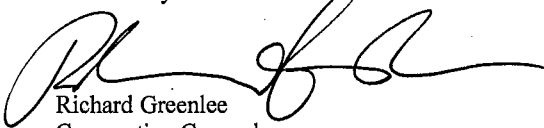
These changes are budget neutral since the position being deleting and the position being created are in the same pay range.



Sherry Oja
Finance Director

LEGAL NOTE:

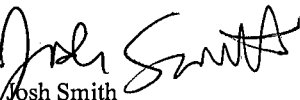
The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

This resolution authorizes the elimination of a Programmer Analyst II position and the addition of a Project Manager position in Rock County's Information Technology Department.

Information Technology has changed much over the years and no longer requires the same level of programming skillsets or volume of in-house applications and systems as in the past. Currently available "off-the-shelf" systems and applications have become more sophisticated, customizable, and adaptable in scope than they were in the early stages of third party software development. As the process of procuring and implementing these systems becomes more commonplace, the need to manage these third party applications and the projects they serve has increased as well. If not kept in check, applications that can serve more than one department are not necessarily visible to the County as a whole. This leads to multiple application services all attempting to solve the same problem, running at the same time, and consuming resources that could and should be consolidated into one countywide solution. Additionally, without monitoring current requests for new applications on a countywide scope, projects and the departments they serve turn into silos of information in direct opposition to recommended industry standard practices. This is where the services of a Project Manager are most visible. This position serves not only to monitor, manage, and mediate application and resolution processes, it also helps introduce new technology to all county departments as part of a cohesive and unified systems application portfolio.

The recent retirement of a Programmer Analyst II position creates an opportunity to add the Project Manager position with no impact to Information Technology's budget. Since both positions are compensated at pay range 26, there will even be a period of time where there will be less funds required. Since the new position will begin at pay range 26 step one and the old PA/II position was at pay range 26 step 5, there is a potential savings of \$13,947.84 in the first year alone.

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Katherine Luster
INITIATED BY



Greg Winkler
DRAFTED BY

Human Services Board
SUBMITTED BY

June 12, 2019
DATE DRAFTED

**AMENDING THE 2019 HSD BUDGET TO ACCEPT CLTS FUNDS
AND CREATING 1.0 FTE HUMAN SERVICES PROFESSIONAL POSITION**

- 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 additional children are now on the waitlist;
12 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**, the CLTS waitlist continues to grow despite enrolling additional children required in the
18 waitlist elimination plan; and,
19
20 **WHEREAS**, in order to serve the additional children on the wait list, it is necessary to increase the
21 capacity of the CLTS program; and,
22
23 **WHEREAS**, the remainder of the waitlist can be eliminated by hiring a new human services professional
24 who will serve as a CLTS case manager; and,
25
26 **WHEREAS**, the additional revenue in the CLTS program will cover the costs of the new position, and
27 the computer, phone, and furniture for the new position; and,
28
29 **WHEREAS**, no additional county levy is required in 2019 due to the new revenue in the CLTS budget.
30
31 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
32 this ____ day of _____, 2019 does hereby approve the creation of 1.0 FTE Case Manager
33 positions in CLTS, and the purchase of a computer, phone and furniture for the new position; and,
34
35 **BE IT FURTHER RESOLVED**, that the 2019 Budget be amended as follows:

	<u>Budget</u> <u>6/1/19</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
37 Account/Description			
38 <u>Source of Funds</u>			
39 36-3691-0000-42100	\$5,132,899	\$ 289,556	\$5,422,455
40 Federal Aid			
41 <u>Use of Funds</u>			
42 36-3691-0000-61100	\$1,177,333	\$19,481	\$1,196,814
43 Regular Wages			
44 36-3691-0000-61400	\$90,144	\$1,490	\$91,634
45 FICA			
46 36-3691-0000-61510	\$77,181	\$1,276	\$78,457
47 Retirement-Employers			
48			

Amending the 2019 HSD Budget to Accept CLTS Funds and Creating 1.0 FTE Human Services
Professional Position
Page 2

49	36-3691-0000-61610	\$418,884	\$8,487	\$427,371
50	Health Insurance			
51	36-3691-0000-61620	\$11,942	\$324	\$12,266
52	Dental Insurance			
53	36-3691-0000-62210	\$18,492	\$500	\$18,992
54	Telephone			
55	36-3691-0000-64604	\$3,165,098	\$256,598	\$3,421,696
56	Program Expense			
57	36-3691-0000-67130	\$4,700	\$1,400	\$6,100
58	Terminals & PC's			

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

Sally Jean Weaver Landers
Sally Jean Weaver-Landers, Vice Chair

Stephanie Aegerter
Stephanie Aegerter

Terry Fell
Terry Fell

David Homan
David Homan

Ashley Kleven
Ashley Kleven

Kathy Schulz
Kathy Schulz

Terry Thomas
Terry Thomas

Shirley Williams
Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni
J. Russell Podzilni, Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Richard Bostwick
Richard Bostwick

Henry Brill
Henry Brill

Betty Jo Bussie 4/25/19
Betty Jo Bussie

Absent
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

Bob Yeomans
Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair Date

FISCAL NOTE:

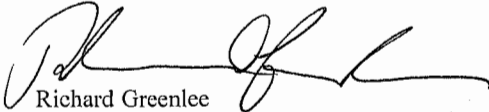
This resolution adds 1.0 FTE CLTS Case Manager position. This position, as well as the program expense to serve additional children, will be funded by federal aid. No additional County funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

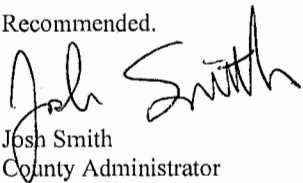
As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to se. 65.90(5)(a), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Amending the 2019 HSD Budget to Accept CLTS Funds and Creating 1.0 FTE Human Services Professional Position

This resolution requests a 1.0 FTE position in the CLTS program. The state has mandated that the CLTS waitlist be eliminated, and the deadline has been extended to July 1, 2019 due an unanticipated increase in referrals. In order to absorb these children into the program, CLTS needs an additional case manager. The revenue associated with this position will cover the cost of new equipment, salary, and benefits.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Works Committee
Initiated by



John Traynor, Parks Manager
Drafted by

Public Works Committee
& Parks Advisory Committee
Submitted by

June 27, 2019
Date Drafted

**AUTHORIZING CONTRACT FOR UPDATING THE ROCK COUNTY PARKS,
OUTDOOR RECREATION AND OPEN SPACE (POROS) PLAN
AND AMENDING THE PARKS BUDGET**

1 **WHEREAS**, it is good management practice for the Rock County Parks Division to have a long-
2 range plan for its operation and assets; and,
3

4 **WHEREAS**, the current POROS Plan will expire at the end of 2019; and,
5

6 **WHEREAS**, the Wisconsin Department of Natural Resources requires an updated POROS Plan
7 to be eligible for grant applications and funding; and,
8

9 **WHEREAS**, the Parks Division of Public Works prepared the scope of services outline and the
10 Rock County Purchasing Division did solicit qualification statements from various consultants;
11 and,
12

13 **WHEREAS**, the Parks Division Administrative Staff did review the submittals and is
14 recommending a contract with Vandewalle & Associates, Inc. of Madison, Wisconsin in the
15 amount of \$50,240; and,
16

17 **WHEREAS**, sufficient funds were not included in the Parks 2019 budget to contract with a
18 consultant for this POROS Plan update.
19

20 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
21 assembled this _____ day of _____, 2019 that a contract be awarded to Vandewalle
22 & Associates, Inc. of Madison, Wisconsin based on the terms and conditions set forth in the
23 contract in the amount of \$50,240, and that payment be made to the vendor upon approval of the
24 Public Works Committee.
25

26 **BE IT FURTHER RESOLVED** the Department of Public Works Parks Division 2019 Budget
27 be amended to increase Department funding as outlined below
28

	<u>Budget</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
29 <u>Use of Funds Parks:</u>			
30 41-4551-4110-47000	\$40,000	\$10,240	\$50,240
31 ATC Funds			
32 <u>Sources of Funds Parks:</u>			
33 41-4551-4110-62104	\$40,000	\$10,240	\$50,240
34 POROS Plan Expense			

35
36
37
38 **BE IT FURTHER RESOLVED** that the Rock County Board of Supervisors hereby authorizes
39 the Parks Manager, via the Public Works Committee and Parks Advisory Committee, to act on
40 behalf of Rock County to sign documents and take necessary action to undertake, direct and
41 complete the approved project.

AUTHORIZING CONTRACT FOR UPDATING THE ROCK COUNTY PARKS, OUTDOOR RECREATION AND OPEN SPACE (POROS) PLAN AND AMENDING THE PARKS BUDGET

Page 2

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Betty Jo Bussie, Chair

Brent Fox, Vice Chair

Brenton Driscoll

Rick Richard

Jeremy Zajac

PARKS ADVISORY COMMITTEE

Floyd Finney

Dean Paynter

Tom Presny

FINANCE COMMITTEE ENDORSEMENT
Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

FISCAL NOTE:


This resolution authorizes a transfer of an additional \$10,240 in ATC fees for updating the POROS plan. Parks has a current fund balance of \$377,198 in ATC fees.



Sherry Oja
Finance Director

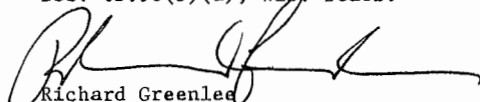
ADMINISTRATIVE NOTE:

Recommended,


Josh Smith
County Administrator

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

**AUTHORIZING CONTRACT FOR UPDATING THE ROCK COUNTY PARKS,
OUTDOOR RECREATION AND OPEN SPACE (POROS) PLAN
AND AMENDING THE PARKS BUDGET**

-EXECUTIVE SUMMARY-

We have completed the Request for Qualifications process to select a consultant for the project. We received five responses to our POROS Plan RFQ. Following evaluation of the RFQs, Vandewalle and Associates Inc. from Madison, Wisconsin was selected. The selection team felt they were the best choice to produce a plan that we will be able to utilize as an active planning document to chart our path as a Parks Department over the next five years.

We have a proposed professional services contract. The scope of services includes: project startup & formulation, site inventory and recreation demand analysis, public and community visioning sessions, opinion surveys consisting of social media and internet surveys, staff and committee meetings, park program review, park planning analysis, capital improvement plan development, financial and operations budget development, and final summary with strategies to implement the proposed plan.

The amount budgeted was \$40,000 in the 2019 Capital Improvements budget and the proposed professional services contract from Vandewalle and Associates Inc. is \$50,240. The Parks budget must be amended by \$10,240 in order to fund an updated Rock County Parks Outdoor and Recreation and Open Space Plan.

The source of funds is the ATC Fund balance.

Respectfully submitted by,

John Traynor, Parks Manager
Rock County Parks



QUALIFICATIONS SUMMARY FORM

PROJECT NUMBER 2019-25
 PROJECT NAME PARKS PLAN CONSULTANT
 PROPOSAL DUE DATE JUNE 19, 2019 – 12:00 NOON
 DEPARTMENT PUBLIC WORKS – PARKS DIVISION

	VANDEWALLE MADISON WI	AYRES ASSOCIATES MADISON WI	DESIGN PERSPECTIVES NAPERVILLE IL	JSD PROFESSIONAL VERONA WI	FEHR GRAHM MONROE WI
EVALUATOR 1	95	80	85	58	62
EVALUATOR 2	93	72	75	65	63
EVALUATOR 3	97	76	85	69	60
EVALUATOR 4	91	91	68	65	60
TOTAL SCORE	376	319	313	257	245

Qualifications were evaluated based on the following criteria:

- Letter of Qualification – 5 points
- Personnel, training, corporate support – 15 points
- Firm's history, experience – 20 points
- Project approach & philosophy – 20 points
- Understanding of Scope of Work – 20 points
- Ability to lead/facilitate project with extensive community participation - 20 points

Request for Qualifications was advertised in the Janesville Gazette and on the Internet. Four additional firms were solicited that did not respond.

PREPARED BY: JODI MILLIS – PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: _____

SIGNATURE _____ DATE _____

GOVERNING COMMITTEE APPROVAL: _____
 CHAIR _____ VOTE _____ DATE _____

Rock County Parks, Outdoor Recreation, and Open Space Plan Update

COST ESTIMATE

\$0.58/mile (80 Mile Roundtrip)

Travel Expenses	Materials Expenses	Total Cost by Task (including labor)
-----------------	--------------------	--------------------------------------

Tasks from Scope of Services

Task #	Task Description	Travel Expenses	Materials Expenses	Total Cost
Task 1	Initial Research and Project Kickoff Conversation with County Staff			\$710
Task 2	Public Works Committee Project Kick Off Meeting	\$46	\$500	\$1,686
Task 3	Online Community Prioritization Survey			\$1,890
Task 4	Recreation Users and "Friends of Group" Focus Group Meetings	\$46	\$200	\$3,366
Task 5	Data Collection, Update Existing Conditions, and Assess Strengths and Weaknesses		\$50	\$3,290
Task 6	Identify Future Needs/Capital Improvements Plan Update		\$50	\$3,210
Task 7	Update Plan Implementation Matrix and Park Concept Maps		\$50	\$7,570
Task 8	Complete Parks, Outdoor Recreation, and Open Space Plan Draft #1		\$200	\$4,740
Task 9	Public Works Committee Meeting to Review Plan Draft #1	\$46	\$1,200	\$2,141
Task 10	Interactive Online Story Map			\$4,310
Task 11	Complete Parks, Outdoor Recreation, and Open Space Plan Draft #2	\$46	\$50	\$2,296
Task 12	Plan Review Open House at Local Event	\$46	\$1,000	\$2,726
Task 13	Public Works Committee Meeting to Recommend Plan	\$46	\$2,000	\$3,281
Task 14	Vision Summary Graphics		\$500	\$2,175
Task 15	Plan Commission Public Hearing and Recommendation Meeting	\$46	\$500	\$1,256
Task 16	County Board Presentation		\$500	\$1,210
Task 17	Final Plan		\$3,000	\$4,380

Total Project Cost (with all paper copies, as requested) \$325 \$9,800 \$50,240

Total Project Cost (without 25 draft paper copies and 50 final paper copies of plan) \$325 \$4,800 \$45,240

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy Knudson
INITIATED BY



Elizabeth Pohlman McQuillen
DRAFTED BY

Public Safety & Justice
Committee, Finance Committee
SUBMITTED BY

June 25, 2019
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF JAG CRISIS INTERVENTION TEAM (CIT) TRAINING
(2015) GRANT AND AMENDING THE 2019 BUDGET**

1 **WHEREAS**, the Wisconsin Department of Justice, through funding by the Edward Byrne Memorial
2 Justice Assistance Grant (JAG) Program, solicited applications from local law enforcement agencies,
3 non-profit organizations on behalf of a county and technical colleges, to assist in training law
4 enforcement personnel in CIT; and,
5

6 **WHEREAS**, CIT is a 40-hour training program for law enforcement officers that includes basic
7 information about mental illnesses and how to recognize them; information about the local mental
8 health system and local laws; learning first hand from consumers and family members about their
9 experiences; verbal de-escalation training, and role plays; and,
10

11 **WHEREAS**, in May 2019, Rock County, in collaboration with the Janesville Police Department, Beloit
12 Police Department, Town of Beloit Police Department, Milton Police Department, Evansville Police
13 Department, Orfordville Police Department, Edgerton Police Department, and Clinton Police Department
14 submitted an application for a grant to provide CIT training to officers from the aforementioned law
15 enforcement agencies; and,
16

17 **WHEREAS**, Rock County's application was approved in the amount of \$20,000, with no match
18 requirement; and,
19

20 **WHEREAS**, this grant, must be used by September 30, 2019; and,
21

22 **WHEREAS**, Rock County will work with the National Alliance on Mental Illness (NAMI) Rock
23 County to provide the CIT training for the nine Rock County law enforcement jurisdictions committed
24 to this CIT training; and,
25

26 **WHEREAS**, this grant will be managed fiscally by the Rock County Sheriff's Office and
27 programmatically by the Rock County Administrator's Office; and,
28

29 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
30 this ____ day of _____, 2019, does hereby accept the JAG CRISIS INTERVENTION TEAM
31 (CIT) TRAINING (2015) GRANT in the amount of \$20,000 from the Wisconsin Department of Justice.
32

33 **BE IT FURTHER RESOLVED**, that the 2019 Rock County Sheriff's Office budget be amended as
34 follows:

<u>Account/Description</u>	<u>Budget at</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds</u>	<u>6/25/19</u>	<u>(Decrease)</u>	<u>Budget</u>
21-2165-2015-42200			
State Aid	0	\$20,000	\$20,000
<u>Use of Funds</u>			
21-2165-2015-63110			
Administration Expense	0	\$20,000	\$20,000

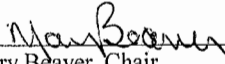
44 **BE IT FURTHER RESOLVED**, that the Chair of the Rock County Board of Supervisors is authorized
45 to sign contracts/MOUs with local law enforcement agencies/jurisdictions for the payment of overtime or
46 backfill for officers to attend CIT training in an amount not to exceed the grant award.

AUTHORIZING ACCEPTANCE OF JAG CRISIS INTERVENTION TEAM (CIT) TRAINING (2015)
GRANT AND AMENDING THE 2019 BUDGET

Page 2

Respectfully submitted,

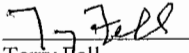
PUBLIC SAFETY & JUSTICE COMMITTEE



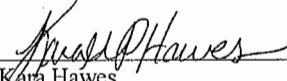
Mary Beaver, Chair



Philip Owens, Vice-Chair



Terry Fell



Kara Hawes



Brian Knudson

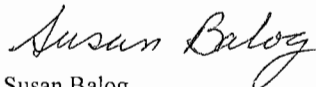
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair Date

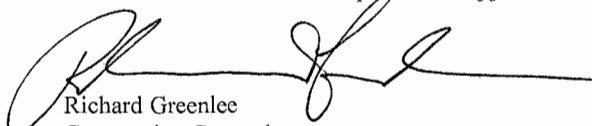
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$20,000 in State Aid for Rock County Sheriff's Office. No County matching funds are required.

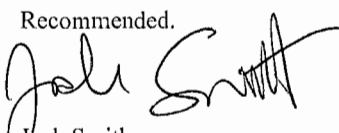

Susan Balog
Assistant Finance Director

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 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. The County Board is authorized to take this action pursuant to §§ 59.01 and 59.51, Wis. Stats.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Executive Summary

AUTHORIZING ACCEPTANCE OF JAG CRISIS INTERVENTION TEAM (CIT) TRAINING (2015) GRANT AND AMENDING THE 2019 BUDGET

The Wisconsin Department of Justice (DOJ), using funding through the Edward Byrne Memorial Justice Assistance Grant (JAG) Program, solicited applications from local law enforcement agencies, to assist in training law enforcement personnel in CIT. CIT is a 40-hour training program for law enforcement officers that includes basic information about mental illnesses and how to recognize them; information about the local mental health system and local laws; learning first hand from consumers and family members about their experiences; verbal de-escalation training, and role plays. The benefits of CIT training include:

- Reduced injuries to public, consumers, and officers
- Reduction in repeat contacts with the mental health consumers
- Reduction of criminalization of those persons with mental illness that come in contact with the criminal justice system
- Enhanced working relationships with the mental health care providers in the community
- Increased involvement of the families and friends of the mental health consumers
- Reduction in civil commitments through diversion to safe and less restrictive settings
- Reduction in the costs of overall services through better utilization of said services and diversion to less costly services

After inviting all law enforcement agencies in the County to participate in CIT training, nine agencies decided to pursue a CIT grant in 2019. The Rock County Sheriff's Office, Janesville Police Department, Beloit Police Department, Town of Beloit Police Department, Milton Police Department, Evansville Police Department, Orfordville Police Department, Edgerton Police Department, and Clinton Police Department, applied for and received DOJ grant funding in 2019 for CIT training.

In June 2019, Rock County was notified that its grant application to provide CIT training was successful in the amount of \$20,000. In order to provide the training, Rock County will partner with the National Alliance on Mental Illness (NAMI) Rock County. NAMI Rock County has the experience and capacity to provide this training to Rock County law enforcement officers.

There is no match requirement for the grant and the funds must be used by September 30, 2019.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Evidence-Based Decision Making
Ad Hoc Committee
INITIATED BY



Elizabeth Pohlman McQuillen
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

June 18, 2019
DATE DRAFTED

**ACCEPTING DOJ EBDM PRETRIAL PILOT SITES PROJECT GRANT AND AMENDING
THE BUDGET**

1 WHEREAS, Rock County has been engaged with the Evidence-Based Decision Making (EBDM)
2 Initiative in partnership with the National Institute of Corrections and the State of Wisconsin since 2015
3 to establish and test the application of evidence-based practices to criminal justice decisions; and,
4

5 WHEREAS, Rock County identified pretrial and risk assessments as a top priority through this process
6 and has been working toward establishing a pretrial assessment and monitoring system for individuals
7 going through the justice system in Rock County; and,
8

9 WHEREAS, Rock County has been working with six other Wisconsin counties and the Wisconsin
10 Department of Justice to develop and implement pretrial programs in the pilot sites following best and
11 evidence-based practices in pretrial. The pilot programs will utilize data and research to develop a
12 model that can be tested and evaluated to determine the effectiveness, to potentially lead to replication
13 in other counties; and,
14

15 WHEREAS, the decision to release or detain a defendant during the pretrial phase of a criminal case
16 has both short- and long-term consequences for defendants, the justice system, and the general public.
17 Pretrial seeks to achieve three underlying goals: (1) maximize the release of pretrial defendants
18 (recognizing the presumption of innocence and the harmful effects of pretrial detention); (2) maximize
19 public safety; and (3) maximize court appearance; and,
20

21 WHEREAS, in April 2019, Rock County applied for a Wisconsin Department of Justice JAG EBDM
22 Pretrial Pilot Sites Project Grant to fund a pretrial case manager, provide pretrial monitoring supports
23 (GPS, SCRAM, Portable Breath, and Drug Testing), and send the County's Justice System Manager, who
24 oversees the pretrial pilot, to the National Association of Pretrial Services Agencies annual conference;
25 and,
26

27 WHEREAS, the WI Department of Justice awarded Rock County a JAG EBDM Pretrial Pilot Site
28 Project grant in the amount of \$69,085 to fund the aforementioned items.
29

30 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
31 this _____ day of _____, 2019, does hereby authorize the acceptance of \$69,085 of WI DOJ
32 grant funds and to authorize the signing of the award documents.
33

34 BE IT FURTHER RESOLVED that the 2019 budget be amended as follows:

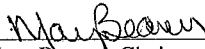
Account/ Description	Budget	Increase	Amended Budget
<u>Source of Funds</u>			
29-9005-0000-42200 State Aid	0	\$69,085	\$ 69,085
<u>Use of Funds</u>			
29-9005-0000-64904 Program Expenses	\$481,000	\$69,085	\$550,085

ACCEPTING DOJ EBDM PRETRIAL PILOT SITES PROJECT GRANT AND AMENDING THE BUDGET

Page 2


Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE


Mary Beaver, Chair


Philip Owens, Vice-Chair


Terry Fell


Kara Hawes


Brian Knudson

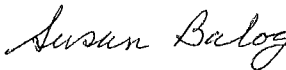
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair Date

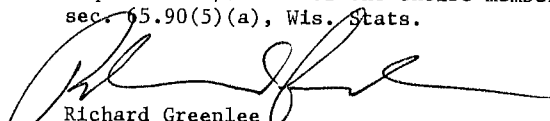
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$69,085 in State Aid.


Susan Balog
Assistant Finance Director

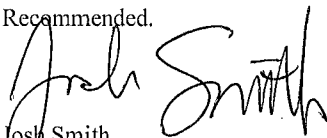
LEGAL NOTE:

The County is authorized to accept grant funds pursuant to sec. 59.52(19), 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

ACCEPTING DOJ EBDM PRETRIAL PILOT SITES PROJECT GRANT AND AMENDING THE 2019 BUDGET

Rock County has been working with the State of Wisconsin and the National Institute of Corrections as an Evidence-Based Decision Making (EBDM) Initiative local site since 2015. Through a deliberative, collaborative process, using data and research to help guide decision-making, the County decided to enhance various areas of its criminal justice system. Through this process the County decided to establish a pretrial and assessment service program for individuals going through the criminal justice system.

The decision to release or detain a defendant during the pretrial phase of a criminal case has both short- and long-term consequences for defendants, the justice system, and the general public. Pretrial seeks to achieve three underlying goals: (1) maximize the release of pretrial defendants (recognizing the presumption of innocence and the harmful effects of pretrial detention); (2) maximize public safety; and (3) maximize court appearance. According to the research, making pretrial release and detention decisions without actuarial assessment guidance can have harmful effects on both defendants and the general public. Releasing extremely high risk defendants without assessment or matched supervision can be a threat to public safety. At the same time, recent research has also demonstrated that detaining low and moderate risk defendants in jail for even short periods of time (i.e., 2-3 days) can increase their risk for misconduct both short- and long-term. Pretrial risk assessment results will be used to guide release decisions and level of supervision necessary to ensure offender does not recidivate and attends all court appearances during the pendency of the case. A monitoring system to ensure compliance with release conditions will also be established.

Rock County, along with six other EBDM Pretrial Sites and the State of Wisconsin Department of Justice have been working to develop and implement pretrial programs in the pilot sites. These programs are designed to maximize public safety and court appearance while maximizing pretrial release. The pilot programs will utilize data and research to develop a model that can be tested and evaluated to determine the effectiveness, to potentially lead to replication in other counties. To this end, the WI DOJ established a grant opportunity to assist these sites with the aforementioned goals. Monies received under this grant will fund a pretrial case manager, which is contracted through JusticePoint (as the result of a competitive RFQ process), tools for pretrial supervision (GPS monitoring, SCRAM monitoring, Remote Breath monitoring, and Drug testing), and for the County's Justice System Manager, who oversees the pretrial pilot program in Rock County, to attend the National Association of Pretrial Services Agencies annual conference.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Annette Mikula
INITIATED BY



Annette Mikula
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

June 7, 2019
DATE DRAFTED

**Accepting a Workforce Advancement Training (WAT) Grant and
Amending the Human Resource Department's Budget**

1 **WHEREAS**, the Human Resources Office has been awarded a \$16,150 Workforce Advancement Training
2 Grant; and,

3
4 **WHEREAS**, the Workforce Advancement Training Grant is a program administered by the State of
5 Wisconsin through the Wisconsin Technical College System; and,

6
7 **WHEREAS**, the purpose of the program is to promote increased investment in the development of
8 incumbent workers, improve Wisconsin businesses' productivity and competitiveness, augment the
9 state's economic base, support career pathways and expand technical college training services to
10 businesses and industry. Grants are awarded to upgrade the skills and productivity of employees of
11 established businesses operating in Wisconsin, with the additional objective of supporting regional
12 workforce and economic development efforts. Training under these grants focus on occupational skills,
13 but can include a combination of occupational, academic and employability topics or courses.; and,

14
15 **WHEREAS**, Rock County has identified a need to provide additional leadership training to lead workers
16 and supervisors and currently has limited training dollars available for supervisor training programs; and,

17
18 **WHEREAS**, the WAT grant will create a opportunities to provide advanced training to a cohort of lead
19 workers and supervisors from Rock County; and,

20
21 **WHEREAS**, the grant covers Wisconsin State fiscal year 2020, which encompasses Rock County fiscal
22 year 2019 and 2020. Portions of the grant dollars will be spent in 2019 with the balance as of December
23 31, 2019 being carried over into 2020.

24
25 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
26 this _____ day of _____, 2019 to approve and authorize the acceptance of \$16,150 of WAT
27 grant funds.

28
29 **BE IT FURTHER RESOLVED** that the 2019 Human Resources Department budget be amended as
30 follows:

Account/ Description	Budget 01/01/19	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
08-1420-2019-42100 State Aid	\$0	\$16,150	\$16,150
<u>Use of Funds</u>			
08-1420-2019-64200 Training Expenses	\$0	\$14,550	\$14,550
08-1420-2019-67130 Equipment	\$0	\$1,600	\$1,600

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Terry Thomas

Louis Peer

Alan Sweeney

Bob Yeomans

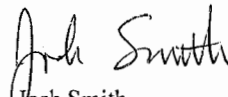
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair Date

ADMINISTRATIVE NOTE:

Recommended


Josh Smith
County Administrator

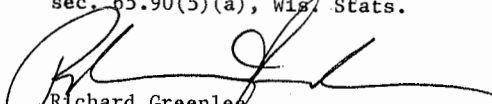
FISCAL NOTE:

Human Resources has been awarded \$16,150 in state funds to provide workforce training. The grant requires a 50% County match, or \$8,075, which is currently available in the Human Resources budget. Therefore, no additional County 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 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

Executive Summary

The State of Wisconsin offers Workforce Advancement Training (WAT) Grants through the Wisconsin Technical Colleges System. The WAT grants are designed to promote increased development of incumbent workers, improve Wisconsin businesses' productivity and competitiveness, augment the state's economic base, support career pathways and expand technical college training services to business and industry. Grants are awarded to upgrade the skills and productivity of employees of established businesses operating in Wisconsin, with the additional objective of supporting regional workforce and economic development efforts. Training under these grants focus on occupational skills, but can include a combination of occupational, academic, and employability topics or courses.

The Human Resources Department was awarded a \$16,150 grant from the Workforce Advancement Training Program.

Rock County will partner with Blackhawk Technical College (BTC) to develop and deliver a comprehensive training program to build critical skills in County lead workers and supervisors. In 2017, Rock County partnered with BTC to develop a small leadership series that was targeted at new supervisors. The County conducted three of these programs in 2017 and 2018 and is looking to expand with more advanced training enhance the leadership skills of lead workers and supervisors within the County, and to attempt to reduce turnover.

Rock County is currently not equipped to provide the desired training internally; however, BTC is in a position to deliver a comprehensive training program that incorporates both the soft skills and hard skills that lead workers and supervisors need to be successful and to help improve employee retention. The County evaluated priorities and determined that there is a need for advanced training for new supervisors. In addition, there is a desire to create a new program providing an investment in lead workers who would then be better positioned to promote into a future leadership role.

Rock County is not alone in the challenges of recruitment and retention of staff. Rock County has limited growth in terms of new full time equivalencies (FTE) and the majority of the 220 annual new hires comes from turnover, with about 20% as a result of retirements. The average employee in Rock County is 45 years old and has 10.86 years of service. The average supervisor is 48 years old and has 12.9 years of service. Rock County is experiencing an aging of the workforce, and 25% of the workforce and 25% of the supervisors are currently of eligible retirement age. Rock County has approximately 200 supervisors from first level up through Department Heads and Elected Officials.

In addition, several departments and divisions have lead workers currently directing the work flow of a team of employees, and targeted for promotion to serve in a supervisory capacity. Lead workers struggle when promoted to supervisory positions as they lack leadership training. Rock County will be losing a significant portion of the institutional knowledge in the next 10 years as a result of retirements. Rock County believes strongly in creating advancement opportunities for staff, and a majority of the supervisory and lead worker hires are from promotional opportunities. This makes it especially important to upgrade the leadership skills of these employees. In looking at succession planning, Rock County needs to position itself better to promote and grow our internal talent, and help current employees be set up for success when promotional opportunities arise. There is no current supervisor-in-training program, and this is a gap we are hoping to fulfill with one segment of this grant opportunity.

Annually, Rock County conducts an employee engagement survey. There is a section of the survey that focuses on career development and clearly shows that the County must improve opportunities for career development. The scores are based on a 5 point scale with 5 being the desirable. The County strives to achieve at least a 3.5 in each category. The overall career development score in 2018 was 3.14. This can be broken down to a 3.16 for opportunities for professional growth, 2.98 in opportunities for career advancement, and 3.29 in the County invests in training and education, which are all below the target of at least a 3.5. These new training opportunities being offered through this grant will enhance the ability to provide leadership training and career advancement opportunities for staff.

Next year, 15 lead workers and 20 supervisor positions will complete advanced leadership training; 20 supervisors who have not participated in past leadership training opportunities will receive basic leadership training. In total, 55 Lead and Supervisor positions will apply newly attained leadership skills in their daily work, positively impacting overall organization productivity, engagement, and retention.