

ROCK COUNTY, WISCONSIN



FINANCE COMMITTEE THURSDAY – AUGUST 1, 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 – July 11, 2019
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
6. Review of Payments
7. Review of Payments Over \$10,000
8. Committee Review and Approval of Per Meeting Allowances
9. Resolutions and Committee Endorsement
 - A. Amending the 2019 Human Services Department Budget to Accept a Quality Improvement Grant for Crisis Intervention Programs
10. Updates, Discussion and Possible Action
 - A. Greenway Properties Opening Bids – Michelle Roettger
 - B. Semi-Annual Reports
 - C. 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 – July 11, 2019

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, July 11, 2019, in the 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; Richard Greenlee, Corporation Counsel; Bridget Laurent, Deputy Corporation Counsel; Jim Sandvig, Information Technology Director; Brent Sutherland, Facilities Management Director; and Sara Mooren, Administrative Services Division Manager, Human Services Department.

Others Present: None.

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

Approval of Minutes – June 13, 2019 and June 20, 2019. Supervisor Yeomans moved approval of the minutes of June 13, 2019 and June 20, 2019 as presented, second by Supervisor Fox. ADOPTED.

Citizen Participation, Communications and Announcements. Chair Mawhinney reminded the Committee that the next meeting will be on Thursday, August 1, 2019.

Supervisor Podzilni said only one person came to the public hearing for Human Services Board regarding the 2020 budget.

Transfers and Appropriations. None.

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 Podzilni moved approval of per meeting allowances in the amount of \$14,942.28, second by Supervisor Beaver. ADOPTED.

Resolutions and Committee Endorsements.

Rock County Healthy Schools Project with Action for Healthy Kids

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

...

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

Reclassification of the Telecom / Network Position to Network Technician in the Information Technology Department

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

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

Eliminating One Help Desk Position and Adding One User Support Position in the Information Technology Department

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019 does hereby approve the elimination of one Help Desk position at pay range 13 and the creation of one User Support position at pay range 18.”

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

Creating an Additional Network Support Administrator Position in the Information Technology Department

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019 does hereby approve the addition of one Network Support Administrator position for the I.T. department at pay range 26.”

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

Mr. Sandvig said this was a recommendation from the Baker Tilly audit to reorganize. They looked at the capacity of staff, did time and labor studies, and there is not enough staff to complete the requests coming in. He added that they are about three FTEs short and, after discussion with the County Administrator, decided to make the request for one FTE now, and he will request one more FTE in the 2020 budget. He said he is hoping to not need the third position as they are looking to automate more.

ADOPTED.

Eliminating One Programmer Analyst II Position and Adding a Project Manager Position in the Information Technology Department

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019 does hereby approve the elimination of one Programmer Analyst II position at pay range 26 and the creation of one Project Manager position at pay range 26.”

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

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

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019 does hereby approve the creation of 1.0 FTE Case Manager position in CLTS, and the purchase of a computer, phone and furniture for the new position; and,

BE IT FURTHER RESOLVED, that the 2019 Budget be amended as follows:

....”

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

Authorizing Contract for Updating the Rock County Parks, Outdoor Recreation and Open Space (POROS) Plan and Amending the Parks Budget

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

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

...

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

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

Authorizing Acceptance of JAG Crisis Intervention Team (CIT) Training (2015) Grant and Amending the 2019 Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019 does hereby accept the JAG CRISIS Intervention Team (CIT) Training (2015) Grant in the amount of \$20,000 from the Wisconsin Department of Justice.

BE IT FURTHER RESOLVED, that the 2019 Rock County Sheriff’s Office budget be amended as follows:

...

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

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

Accepting DOJ EBDM Pretrial Pilot Sites Project Grant and Amending the Budget

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

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

...”

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

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

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

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

...”

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

Updates, Discussion and Possible Action.

Financial Policy & Procedures Manual Ms. Oja handed out copies of the first draft of the Rock County Financial Handbook. She said this consolidates policies and procedures from the Wisconsin Statutes, Rock County Ordinances, Rock County Board Rules, Rock County Finance Committee and Generally Accepted Accounting Principles. Ms. Oja said it makes sense to put all policies and procedures for finance in one place so everyone will know where to look for the information. She added that an e-mail will be going out to department heads and be posted to the intranet.

Suggestions included: an index at the beginning of the document; where the authority came from; and to have links to these areas.

Adjournment. Supervisor Yeomans moved adjournment at 7:46 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH					
		P1900002	07/18/2019	UNITED MAILING SERVICES INC	JUNE CHARGES	1,507.57
00-0000-0001-22158	SHORT TERM DISAB					
		P1900324	07/18/2019	NATIONAL INSURANCE SERVICES OF	NIS SHORT TERM DISABIL. PREM	10,027.18
00-0000-0001-22159	LONG TERM DIS					
		P1900324	07/18/2019	NATIONAL INSURANCE SERVICES OF	NIS LONG TERM DISABIL PREM	7,389.98
GENERAL FUND PROG TOTAL						18,924.73
<hr/>						
00-0000-0063-29663	W C TRUST					
		P1901848	07/11/2019	ALLIANCE,THE	WC ALLIANCE JUNE RETAINAGE	962.08
ISF-SELF INS PROG TOTAL						962.08

I have reviewed the preceding payments in the total amount of **\$19,886.81**

Date: _____

Dept Head _____

Committee Chair _____

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
05-1500-0000-63100	OFC SUPP & EXP	P1900006	07/18/2019	US BANK	SUPPLIES FOR ACCOUNTING	283.04
05-1500-0000-63107	PUBL & LEGAL	P1900003	07/11/2019	GREATER BELOIT PUBLISHING CO	JUNE PURCHASING LEGAL NOTICES	86.98
05-1500-0000-64200	TRAINING EXP	P1900006	07/18/2019	US BANK	TRAINING AND TRAVEL-JODI/SHILO	1,579.90
		P1901860	07/11/2019	LEADERSHIP DEVELOPMENT ACADEMY	2019-2020 TUITION FOR SHILO	2,400.00
05-1500-0000-68010	EXP.ALLOCATIONS	P1900005	07/18/2019	COMMERCE BANK COMMERCIAL ACCOU	MONTHLY RENT A CAR CHARGES	152.45
		P1900007	07/11/2019	PACKAGE PRO EXPRESS DELIVERY I	JUNE COURIER SERVICES	3,642.15
FINANCIAL SERVICES PROG TOTAL						8,144.52
05-1520-0000-62119	OTHER SERVICES	P1901798	07/25/2019	EMPLOYEE BENEFITS CORPORATION	BEST FLEX ADMIN FEES	1,045.35
SECTION 125 FLEXIBLE SPENDING PROG TOTAL						1,045.35
05-1560-0000-62400	R & M SERV	P1900678	07/18/2019	RHYME BUSINESS PRODUCTS	JUNE LEASE	844.00
05-1560-0000-63104	PRNT & DUPLICATI	P1900006	07/18/2019	US BANK	SUPPLIES FOR DUPLICATION	1,855.65
CENTRAL SERVICES PROG TOTAL						2,699.65

ROCK COUNTY

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

07/25/2019

<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 **\$11,889.52**

Date:

Dept Head _____

Committee Chair _____

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES					
		P1901120	07/25/2019	CHARTER COMMUNICATIONS	CHARTER INVOICE - 2 MONTHS	269.97
		P1901647	07/18/2019	BAKER TILLY VIRCHOW KRAUSE LLP	CONTRACT TO CONDUCT AN ASSESSM	14,000.00
07-1430-0000-62421	COMPUTER EQUIP					
		P1900606	07/18/2019	US BANK	KEY CABINET, ORION FANS	470.53
07-1430-0000-62491	SOFTWARE MAINT					
		P1802568	07/18/2019	ORACLE CORPORATION	ORACLE DATABASE STANDARD	2,159.36
		P1901817	07/25/2019	CDW GOVERNMENT INC	CPP T2 VMW SRM 8 STD 25VM PACK	29,250.94
		P1901837	07/11/2019	SUPERION LLC	ONESOLUTION FINANACIAL ENTERPR	5,164.66
		P1901917	07/25/2019	SUPERION LLC	ONESOLUTION ANNUAL MAINTENANCE	28,319.24
07-1430-0000-63100	OFC SUPP & EXP					
		P1900606	07/18/2019	US BANK	OTTERBOX DEFENDER CASES (2)	102.94
		P1901535	07/03/2019	HENRICKSEN	4003-NR90-T SIDE CHAIR	1,135.68
07-1430-0000-63407	COMPUTER SUPPL					
		P1901535	07/03/2019	HENRICKSEN	HTLP96 PRESIDE LAMINATE PANEL	659.75
07-1430-0000-64200	TRAINING EXP					
		P1900606	07/18/2019	US BANK	LINUX JOURNAL	1,644.50
		P1901686	07/03/2019	CORE BTS INC	REGISTRATION: DAVID TINKER	3,595.00
INFORMATION TECHNOLOGY PROG TOTAL						86,772.57
07-1435-0000-62400	R & M SERV					
		P1901807	07/03/2019	MARCO TECHNOLOGIES LLC	REMOVING ACCESS RIGHTS FOR	900.00
TELEPHONE OPERATIONS PROG TOTAL						900.00
07-1438-0000-64200	TRAINING EXP					
		P1900606	07/18/2019	US BANK	DOJ CONFERENCE	150.00
LAW RECORDS PROG TOTAL						150.00
07-1440-0000-64701	SOFTWARE PURCH					
		P1702101	07/25/2019	SUPERION LLC	OS-FEC-IF ONESOLUTION FINANCIA	5,600.00
GENERAL LEDGER UPGRADE PROG TOTAL						5,600.00
07-1444-0000-62210	TELEPHONE					

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P1901480	07/25/2019	CC AND N INC	ROCK COUNTY COURTHOUSE	5,617.49
07-1444-0000-64701	SOFTWARE PURCH					
		P1901813	07/25/2019	HIGH LINE SOFTWARE INC	PERSONALITY NEXTGEN UPGRADE	1,800.00
07-1444-0000-67135	SOFTWARE					
		P1901764	07/25/2019	EDCI	CITRIX UPGRADE 6.5 TO 7.15 LTS	110.00
		P1901817	07/25/2019	CDW GOVERNMENT INC	VMWARE SUPPORT AND SUBSCRIPTIO	32,144.07
IT CAPITAL PROJECTS PROG TOTAL						39,671.56
07-1450-0000-62491	SOFTWARE MAINT					
		P1900606	07/03/2019	US BANK	CANVA RENEWAL	119.40
		P1900616	07/25/2019	FIDLAR COMPANIES	FIDLAR SUPPORT 2ND QUARTER	15,094.45
		P1900679	07/25/2019	AMERICAN DATA	ANNUAL MAINTENANCE RENEWAL	6,938.54
		P1901766	07/03/2019	RELIAS LEARNING LLC	ANNUAL SUBSCRIPTION RENEWAL FO	3,910.37
07-1450-0000-63100	OFC SUPP & EXP					
		P1900606	07/18/2019	US BANK	GPSGATE LICENSES	331.85
07-1450-0000-64701	SOFTWARE PURCH					
		P1900784	07/03/2019	US BANK	FACILITY MGNT-SOFTWARE	162.74
07-1450-0000-67120	CAP ASSETS					
		P1901809	07/25/2019	WATCHGUARD VIDEO	DVR IN-SQUAD CAMERA SYSTEMS AN	15,585.00
07-1450-0000-67130	TERMINALS/PC'S					
		P1900784	07/03/2019	US BANK	HSD & HLTH	18,055.41
07-1450-0000-67143	IT CROSS CHARGES					
		P1900606	07/18/2019	US BANK	HIPPUS WIRELESS MOUSE-MEDIATIO	190.22
		P1900784	07/03/2019	US BANK	HSD, DPW & RCSO	12,607.38
IT-CROSS CHARGES PROG TOTAL						72,995.36

ROCK COUNTY

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

07/25/2019

<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 **\$206,089.49**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

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

07/25/2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
14-1410-0000-44155	WORK PERMITS	P1900011	07/11/2019	EQUAL RIGHTS DIVISION	JUNE 2019 WORK PERMITS	315.00
14-1410-0000-63100	OFC SUPP & EXP	P1900012	07/18/2019	US BANK	OFC SUPPLIES/PHOTO PAPER/HOTEL	344.00
14-1410-0000-64200	TRAINING EXP	P1900012	07/18/2019	US BANK	OFC SUPPLIES/PHOTO PAPER/HOTEL	225.00
COUNTY CLERK PROG TOTAL						884.00

I have reviewed the preceding payments in the total amount of **\$884.00**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

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

07/25/2019

<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>
15-1540-0000-63300	TRAVEL					
		P1900164	07/18/2019	US BANK	HOTEL FOR WCTA JUNE CONFERENCE	246.00
15-1540-0000-64926	BANK SERV.CHGS.					
		P1900162	07/25/2019	BRINKS INC	MONTHLY CHARGE DAILY PICKUP	538.97
COUNTY TREASURER PROG TOTAL						784.97
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15-1541-0000-64901	TAX DEED EXP					
		P1900177	07/11/2019	GREATER BELOIT PUBLISHING CO	2015 TAX LIEN COURT LEGAL	8,052.42
TAX DEED EXPENSE PROG TOTAL						8,052.42

I have reviewed the preceding payments in the total amount of **\$8,837.39**

Date: _____
Dept Head _____
Committee Chair _____

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
17-1710-0000-63100	OFC SUPP & EXP	P1900306	07/18/2019	US BANK	OFFICE SUPPLIES-STAPLES	99.87
17-1710-0000-63103	LEGAL FORMS	P1901769	07/11/2019	DEPARTMENT OF HEALTH SERVICES	2019 VITAL RECORDS SECURITY PA	2,546.60
17-1710-0000-63106	PLAT BOOKS	P1900305	07/18/2019	MAPPING SOLUTIONS	PLAT BOOK SALES JUN2019	162.50
17-1710-0000-64200	TRAINING EXP	P1900306	07/18/2019	US BANK	TRAVEL- HOTEL CONFERENCE MINOQ	246.00
REGISTER OF DEEDS PROG TOTAL						3,054.97
17-1715-0000-62119	OTHER SERVICES	P1900304	07/18/2019	FIDLAR COMPANIES	REDACTION PROJECT JUN2019	808.50
ROD REDACTION PROJECT PROG TOTAL						808.50

I have reviewed the preceding payments in the total amount of **\$3,863.47**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

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

07/25/2019

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
19-1910-0063-65103	PUBLIC LIABILITY					
		P1901830	07/03/2019	INTEGRITY MUTUAL INSURANCE	2019-2020 VEHICLE INSURANCE	205,421.00
					Property & Liability Insurance PROG TOTAL	205,421.00
19-1912-0063-61710	WORKERS COMP					
		P1901811	07/03/2019	WILLIS OF WISCONSIN INC	WILLIS ERGONOMIC ASSESSMENT FE	6,125.00
					Worker's Compensation PROG TOTAL	6,125.00
19-1915-0000-62119	OTHER SERVICES					
		P1901848	07/11/2019	ALLIANCE,THE	ALLIANCE JUNE ACCESS/RETAINAGE	27,861.86
19-1915-0000-62199	OTHER SERV					
		P1901796	07/25/2019	HEALTH CARE STRATEGIES INC	UTILIZATION, CASE, HEALTHREACH	26,674.10
					HEALTH INSURANCE PROG TOTAL	54,535.96
19-1933-0000-64904	SUNDRY EXPENSE					
		P1900516	07/18/2019	US BANK	ROCK N WELLNESS HF CONF HE MON	1,578.13
					EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL	1,578.13

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF JULY 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 **\$267,660.09**

Date: Dept Head _____

Committee Chair _____

Rock County

REPORT OF PAYMENTS OVER \$10,000

07/25/2019

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
P1701616	FACILITIES	HWY BUILDINGS/GR	ANGUS YOUNG ASSOCIATES INC	ARCHITECT ENGINEERING	10,814.56
P1802595	FACILITIES	COURTHOUSE SECUR	JP CULLEN AND SONS INC	SECURITY UPGRADE COURTHOUSE	873,900.00
P1900068	FACILITIES	ECLIPSE CENTER	HENDRICKS COMMERCIAL PROPERTIE	RENT FOR ECLIPSE CENTER	11,709.44
P1900076	FACILITIES	HWY BUILDINGS/GR	DIVERSIFIED BUILDING MAINTENAN	CLEANING FOR DPW	23,342.23
P1900172	ROCK HAVEN	RH CONT SERV T18	GENESIS REHABILITATION SERVICE	ST	45,569.96
P1900175	ROCK HAVEN	RH CONT SERV T18	THRIFTY WHITE PHARMACY	PHARMACY	11,874.07
P1900254	FACILITIES	HCC BLDG.COMPLEX	DIVERSIFIED BUILDING MAINTENAN	JANITORIAL	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	NIS LONG TERM DISABIL PREM	17,417.16
P1900334	SHERIFF	CORR.FACILITY	ADVANCED CORRECTIONAL HEALTHCA	MENTAL HEALTH SERVICES	76,326.94
P1900339	SHERIFF	CORR.FACILITY	ARAMARK CORRECTIONAL SERVICES	JUNE INMATE MEALS	54,376.57
P1900346	SHERIFF	CORR.FACILITY	BI INC	JUNE MONITORING	17,763.46
P1900371	SHERIFF	SHERIFF	KWIK TRIP EXTENDED NETWORK	CAR WASH	18,270.47
P1900616	INFORMATION TECH	IT-CROSS CHARGES	FIDLAR COMPANIES	FIDLAR SUPPORT 2ND QUARTER	15,094.45
P1900784	INFORMATION TECH	IT-CROSS CHARGES	US BANK	HSD, DPW & RCSO	30,825.53
P1900951	FACILITIES	UW-ROCK COUNTY	JOHNSON CONTROLS INC	UNIVERSITY OF WISCONSIN - ROCK	17,855.00
P1901389	911 COMM.	911 OPERATIONS	WEST SAFETY SOLUTIONS CORP	VIPER TELEPHONE SYSTEM	46,689.56
P1901464	Airport	Airport Maint	CENTURY FENCE COMPANY	INSTALLATION OF NEW GATE OPENE	50,000.00
P1901647	INFORMATION TECH	INFORMATION TECH	BAKER TILLY VIRCHOW KRAUSE LLP	CONTRACT TO CONDUCT AN ASSESSM	14,000.00

Rock County
REPORT OF PAYMENTS OVER \$10,000

07/25/2019

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
P1901796	ALL OTHER GEN	HEALTH INSURANCE	HEALTH CARE STRATEGIES INC	UTILIZATION, CASE, HEALTHREACH	26,306.10
P1901809	INFORMATION TECH	IT-CROSS CHARGES	WATCHGUARD VIDEO	DVR IN-SQUAD CAMERA SYSTEMS AN	15,585.00
P1901817	INFORMATION TECH	IT CAPITAL PROJ	CDW GOVERNMENT INC	VMWARE SUPPORT AND SUBSCRIPTIO	61,395.01
P1901830	ALL OTHER GEN	P&L Insurance	INTEGRITY MUTUAL INSURANCE	2019-2020 VEHICLE INSURANCE	205,421.00
P1901848	ALL OTHER GEN	HEALTH INSURANCE	ALLIANCE,THE	ALLIANCE JUNE ACCESS/RETAINAGE	27,861.86
P1901917	INFORMATION TECH	INFORMATION TECH	SUPERION LLC	ONESOLUTION ANNUAL MAINTENANCE	28,319.24
P1901918	LAND CONSERV.	YAHARA WINS	MYHRE JR,JILL E AND WILLIAM L	YAH RIV WATERSHE RES#19-7A-286	30,375.00
P1901919	LAND CONSERV.	YAHARA WINS	WELLNITZ,DAVID AND LYNETTE	YAH RIV WATERSHE RES#19-7A-286	14,850.00
P1901921	LAND CONSERV.	YAHARA WINS	YOUNG RECOCABLE TRUST,THOMAS C	YAHARA RIVER WATERSHED ADAP.	16,500.00

CLAIMS IN THE AMOUNT OF \$1,794,544.28 HAVE BEEN PAID FOR THE MONTH OF JULY 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

Human Services Board
INITIATED BY

Human Services Board
SUBMITTED BY



Greg Winkler
DRAFTED BY

July 17, 2019
DATE DRAFTED

**Amending the 2019 Human Services Department Budget to accept a
Quality Improvement Grant for Crisis Intervention Programs**

1 **WHEREAS**, the Wisconsin Department of Health Services has awarded the Human Services
2 Department (HSD) \$20,000 for the Quality Improvement Grant Opportunity for Crisis Intervention
3 Programs; and,
4

5 **WHEREAS**, this funding is in addition to \$20,000 that was awarded in 2018 and previously used for
6 implementation of Collaborative Assessment and Management of Suicide (CAMS); and,
7

8 **WHEREAS**, HSD is planning to utilize the new funds for additional CAMS consultation and to
9 develop and implement a telehealth psychiatry alternative; and,
10

11 **WHEREAS**, telehealth will provide a more timely response for clients in crisis with the goal of
12 creating a community-based safety plan and diverting from hospitalization.
13

14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
15 assembled this _____ day of _____, 2019 does hereby authorize the acceptance of a Quality
16 Improvement Grant for Crisis Intervention Programs; and,
17

18 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2019 be amended as
19 follows:
20

21	Budget	Increase	Amended
22	<u>6/1/19</u>	<u>(Decrease)</u>	<u>Budget</u>
23 <u>Source of Funds</u>			
24 36-3689-0000-42200	\$0	\$20,000	\$20,000.
25 State Aid			
26 <u>Use of Funds</u>			
27 36-3689-0000-62119			
28 Other Contracted Services	\$0	\$5,000	\$5,000
29 36-3689-0000-64604			
30 Program Expense	\$53,000	\$1,920	\$54,920
31 36-3689-0000-67130			
32 Terminals and PCs	\$9,800	\$7,507	\$17,307
33 36-3689-0000-68208			
34 Allocated Outpatient	\$0	\$5,573	\$5,573

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Stephanie Aegerter

Terry Fell

David Homan

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

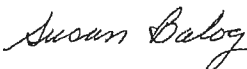
Brent Fox

J. Russell Podzilni

Bob Yeomans

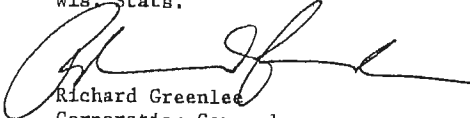
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$20,000 from the Wisconsin Department of Health Services for the Rock County Human Services Department. No County matching funds are required.


Susan Balog
Assistant Finance Director

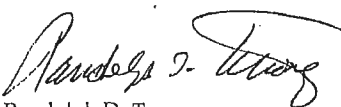
LEGAL NOTE:

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 County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Randolph D. Terronez
Assist to the County Administrator

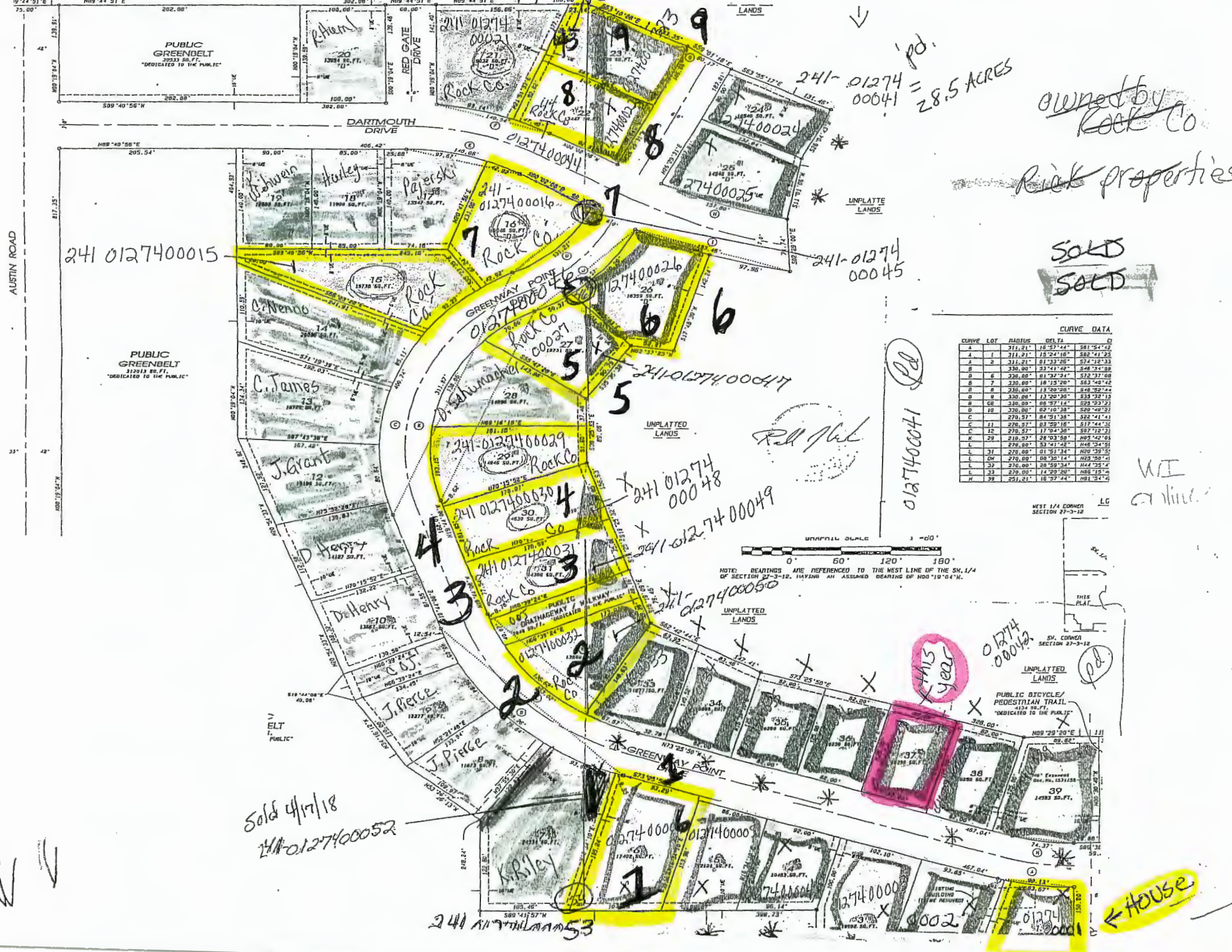
Executive Summary

Amending the 2019 Human Services Department Budget to accept a Quality Improvement Grant for Crisis Intervention Programs

This resolution authorizes HSD to accept \$20,000 from Wisconsin DHS in additional funds that are available through the Quality Improvement Grant Opportunity for Crisis Intervention Programs. HSD previously received \$20,000 of this funding to implement the Collaborative Assessment and Management of Suicide (CAMS) in December 2018.

The new funds will be used for additional CAMS consultation and to implement a telehealth psychiatry option in crisis and to purchase four mobile laptop devices. We recognize that clients in crisis can benefit, at times, from a medication adjustment or refill. Telehealth will allow us to provide a medication evaluation in a timely manner. We anticipate that this will support community-based safety planning and prevent some hospitalizations.

FOREC	PER-	241	Must be Paid		Suggested OPEN BID	TAXES I&P	TAX W/I&P	CANCELLED	INTEREST	CANCELLED	INTEREST	CANCELLED
			AMOUNTS	EXP								
2019	HOUSE	0127400001	4,290.34	500.00	40,000.00	41,746.34	41,746.34	21,612.72	20,133.62	37,553.43	47,041.75	126,341.52
2012	FULL	0127400029	25,894.03	300.00	2,500.00	3,268.07	3,268.07	2,486.16	781.91	21,165.68	6,892.59	31,326.34
2012	FULL	0127400015	24,446.30	300.00	3,200.00	4,244.80	4,244.80	3,278.94	965.86	19,112.63	6,280.79	29,638.22
2012	1	0127400053					309.01	224.18	84.83	-	-	309.01
2019	1	0127400006	1,756.82	500.00	15,000.00	15,167.37	14,858.36	7,908.89	6,949.47	31,057.35	40,331.20	86,246.91
2012	2	0127400032					2,333.73	1,785.21	548.52	23,715.89	7,641.49	33,691.11
2019	2	0127400050	28,936.27	500.00	11,000.00	11,178.37	8,844.64	4,708.91	4,135.73	339.33	268.39	9,452.36
2012	3	0127400031					2,856.80	2,180.16	676.64	18,152.52	5,933.34	26,942.66
2019	3	0127400049	22,109.50	500.00	8,000.00	7,250.83	4,394.03	2,340.46	2,053.57	174.24	124.09	4,692.36
2012	4	0127400030					3,110.70	2,369.72	740.98	17,649.98	5,777.20	26,537.88
2019	4	0127400048	21,936.56	500.00	8,000.00	4,715.86	1,605.16	854.31	750.85	10.08	16.33	1,631.57
2012	5	0127400027					2,647.90	2,022.75	625.15	22,057.73	7,143.71	31,849.34
2019	5	0127400047	26,906.57	500.00	8,000.00	7,375.48	4,727.58	2,517.45	2,210.13	176.49	127.74	5,031.81
2012	6	0127400046					105.69	76.44	29.25	-	-	105.69
2019	6	0127400026	1,657.93	500.00	15,000.00	14,717.14	14,611.45	7,777.43	6,834.02	34,004.28	43,827.68	92,443.41
2012	7	0127400016					3,448.20	2,622.13	826.07	32,325.79	10,377.83	46,151.82
2019	7	0127400045	39,191.96	500.00	4,000.00	3,572.16	123.96	65.65	58.31	0.67	1.09	125.72
2013	8	0127400044					2,890.30	2,098.59	791.71	136.83	16.42	3,043.55
2019	8	0127400022	3,593.54	500.00	13,000.00	12,291.62	9,401.32	4,972.40	4,428.92	36,410.14	47,006.34	92,817.80
2012	9	0127400043					1,290.69	937.22	353.47	-	-	1,290.69
2019	9	0127400023	1,966.56	500.00	14,000.00	13,723.48	12,432.79	6,609.86	5,822.93	29,428.15	38,219.14	80,080.08
			\$ 202,686.38	\$ 5,600.00	\$ 141,700.00	139,251.52	139,251.52	79,449.58	59,801.94	323,471.21	267,027.12	729,749.85



CURVE DATA

CURVE	LOT	RADIUS	DELTA	LC
A	1	311.21'	16°57'44"	581°54'42"
A	7	311.21'	15°24'10"	582°41'25"
A	2	311.21'	81°33'26"	574°12'33"
B	6	336.00'	23°41'49"	544°13'08"
B	7	336.00'	81°32'24"	572°37'08"
B	8	336.00'	18°15'20"	583°40'42"
B	9	336.00'	13°00'26"	545°22'24"
B	10	336.00'	12°00'30"	533°32'13"
B	50	336.00'	08°57'14"	523°23'23"
B	10	336.00'	62°10'38"	500°52'53"
C	11	278.57'	04°51'38"	322°41'41"
C	11	278.57'	03°59'16"	317°44'36"
C	12	278.57'	17°04'30"	307°12'23"
K	20	218.57'	28°03'50"	109°42'06"
L	31	278.00'	53°41'28"	148°34'51"
L	31	278.00'	01°51'34"	100°39'55"
L	30	278.00'	06°30'14"	103°28'21"
L	32	278.00'	28°59'34"	144°25'47"
L	33	278.00'	14°29'20"	108°15'48"
H	38	251.21'	16°57'44"	101°24'42"

GRAPHICAL SCALE 1"=60'

0' 60' 120' 180'

NOTE: BEARINGS ARE REFERENCED TO THE WEST LINE OF THE SW 1/4 OF SECTION 27-3-12, HAVING AN ASSUMED BEARING OF N0°19'04"N.

owned by Rock Co.

Rock properties

SOLD
SOLD

pd.
0127400041

WI
or line

THIS year

Sold 4/17/18
241-01274-00052

← House

ROCK COUNTY, WISCONSIN

*Office of the Rock County Clerk
51 South Main Street
Janesville, WI 53545*

*Lisa Tollefson, Rock County Clerk
Jenny Stanek, Deputy*



*Office (608) 757-5660
Fax (608) 757-5662
www.co.rock.wi.us
tollefson@co.rock.wi.us*

June 12, 2019

TO: Finance Committee Chair Mawhinney and Committee Members
Cc: Josh Smith, Administrator

Re: Semi-Annual Report Attendance at Conventions/Conferences

Dear Chair Mawhinney and Committee Members;

Per Resolution 06-9A-087 & 96-8A-050, I am required to submit semi-annually all instances of attendance at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee.

January 1, 2019 – June 30, 2019

No training, convention, or conference attended exceeded \$1,000.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Lisa Tollefson".

Lisa Tollefson
Rock County Clerk

MEMORANDUM

DATE: July 3, 2019
TO: Finance Committee
FROM: Sherry Oja, Finance Director
RE: Semi-Annual Report of Training Costs Exceeding
\$1,000 per Employee per Event

In accordance with Resolution 06-9A-087, adopted September 14, 2006, below is the Finance Department's semi-annual report of training costs exceeding \$1,000 per event for the period January 1, 2019 through June 30, 2019.

**Central Square 2019, San Antonio, TX
March 17-21**

Attendee	Registration Fees	Travel	Lodging	Meals	Total
Lynn Heimann Application Support Specialist	\$ 699.00	\$ 737.91	\$ 969.28	\$ 101.98	\$ 2,508.17

**PFM Conference, Chicago, IL
June 23-27**

Attendee	Registration Fees	Travel	Lodging	Meals	Total
Sherry Oja Finance Director	\$ -	\$ 60.50	\$ 1,075.40	\$ 31.40	\$ 1,167.30



MEMORANDUM

DATE: 06/30/2018
TO: Mary Mawhinney, Finance Committee Chair
CC: Josh Smith, County Administrator
FROM: Sandy Disrud
RE: Semi-Annual Report – Attendance at Conventions/Conferences

For the period January 1 - June 30, 2019, the Register of Deeds office did not have any training, conventions, or conferences that exceeded the total cost of \$1000 per event/per employee.

Michelle L Roettger
County Treasurer

Stephanie L Kleinheinz
Deputy Treasurer



Office of County Treasurer
51 South Main Street
Janesville, Wisconsin 53545
Office: 608-757-5670
Fax: 608-757-5577

ROCK COUNTY, WISCONSIN

MEMO

To: Finance Committee

From: Michelle Roettger, Rock County Treasurer

Date: June 12, 2019

Re: Semi-Annual Report – Attendance at Conferences/Conventions

No staff member in the Treasurer's Office attended any training, conference, or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

CC: Josh Smith

Information Technology
Semi-Annual Report
Training/Conferences over \$1,000
01/01/2019 – 06/30/2019

Date	Staff	Class	Location	Mileage Food	Hotel	Air/Msc	HP9000 HP3000	Network	Misc. Telecom	Total
2/4/19-2/6/19	Tim	Office 365	Madison, WI	\$114.24	NA	NA		\$1,050.00		\$1,164.24
2/4/19-2/6/19	Matt	Office 365	Madison, WI	\$45.04	NA	NA		\$1,050.00		\$1,095.04
2/4/19-2/6/19	Kathleen	Office 365	Madison, WI	\$102.00	NA	NA		\$1,050.00		\$1,152.00
3/17/19-3/21/19	Todd	OneSolution	SanAntonio,TX	\$174.59	\$974.04	\$677.00	\$699.00			\$2,524.63
6/9/12-6/14/19	Kayne	Cisco Live	SanCarlos, CA	\$44.08	\$1,516.50	\$679.49		\$2,095.00		\$4,335.07
6/10/19-6/15/19	Dave	VMware	Madison, WI	\$385.70	NA	\$36.48		\$3,595.00		\$4,017.18
Total				\$ 865.65	\$2,490.54	\$1,392.97	\$ 699.00	\$8,840.00		\$14,288.16