



**FINANCE COMMITTEE**  
**THURSDAY, NOVEMBER 19, 2015 - 5:30 P.M.**  
**JURY DELIBERATION ROOM N-1 – FOURTH FLOOR**  
**ROCK COUNTY COURTHOUSE-EAST**  
**Agenda**

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – October 29, 2015, November 5, 2015 and November 10, 2015
4. Transfers and Appropriations
  - A. 911 Communications Center
5.
  - A. Bills
  - B. Bills Over \$10,000
  - C. Encumbrances Over \$10,000
  - D. Pre-Approved Encumbrance Amendments
  - E. Approval of Bills for Other Departments
    - 1) Education, Veterans and Aging Services
6. Resolutions
  - A. Providing for a New Post Employment Health Plan Provider for AMHS-HSD and AMHS-RH
  - B. Authorizing Contract for Benefit Consulting Services with Associated Financial Group for 2016
  - C. Authorizing Contract for Section 125 Plan (Flexible Spending Account)
  - D. Approving Dental Insurance Contract
  - E. Approving Reinsurance Contract for Stop-Loss Coverage
  - F. Authorizing Purchase of IP Phones for Human Resources and Child Support Enforcement
7. Committee Approvals
  - A. Acceptance of Wisconsin Department of Natural Resources County Fish and Game Project Grant Funds and Amending Parks Budget
  - B. Authorizing Acceptance of 2015-16 OWI Task Force and Alcohol Grants
8. Report on Cash Balances and Investments
9. Adjournment

# Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR      Date 11/3/2015      Transfer No. 15-90  
 Requested By 911 Communications Center      Department Kathy Sukus      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 23-2400-0000-67131 Description: Computer Hardware Current Balance: \$8,000	4,000	Account #: 23-2400-0000-62119 Description: Other Contracted Services	4,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

Money was budgeted for networking hardware to form a redundant network path for voice and data communications. This will be able to be with existing hardware, with the help of a consultant.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

Consultants are paid out of Professional services, so the hardware money is being re-directed towards the consultants.

**FISCAL NOTE:**

Sufficient funds are available for transfer. 11/3/15

**ADMINISTRATIVE NOTE:**

Recommended Arma 11-3-15

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee

Finance Committee

Distribution: **EMAIL** Sherry Oja and Susan Balog

Revised: 04/17/14

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES	P1502776	10/23/2015	HIGHLINE CORPORATION	250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	64,375.00	24,771.80	9,787.45	250.00	29,565.75
07-1430-0000-62400	R & M SERV	P1503117	09/16/2015	UNITRENDS CORP	6,176.70
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	149,639.00	109,808.59	3,434.56	6,176.70	30,219.15
07-1430-0000-62491	SOFTWARE MAINT	P1503412	10/26/2015	DOCUDESK	156.00
		P1503437	10/18/2015	ARCHIVE SOCIAL INC	2,388.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	238,540.00	171,966.27	6,775.36	2,544.00	57,254.37
07-1430-0000-63100	OFC SUPP & EXP	P1503303	10/12/2015	CDW GOVERNMENT INC	44.40
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,275.00	1,311.95	0.00	44.40	918.65
07-1430-0000-63407	COMPUTER SUPPL	P1503244	10/08/2015	CDW GOVERNMENT INC	92.07
		P1503283	10/12/2015	CDW GOVERNMENT INC	46.90
		P1503442	10/28/2015	CDW GOVERNMENT INC	33.62
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,379.00	9,723.99	1,353.25	172.59	15,129.17
<b>INFORMATION TECHNOLOGY PROG TOTAL</b>				<b>9,187.69</b>	
07-1450-0000-62400	R & M SERV	P1503378	10/22/2015	CDW GOVERNMENT INC	149.76
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	72,017.00	46,974.43	3,840.00	149.76	21,052.81
07-1450-0000-62491	SOFTWARE MAINT	P1503375	08/13/2015	FASTER ASSET SOLUTIONS INC	8,442.64
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	384,140.00	237,233.44	32,670.19	8,442.64	105,793.73
07-1450-0000-63407	COMPUTER SUPPL	P1503282	10/22/2015	CDW GOVERNMENT INC	86.41
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	630.00	112.59	0.00	86.41	431.00
07-1450-0000-67143	IT CROSS CHARGES				

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1503415	10/26/2015	CDW GOVERNMENT INC	78.40
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	227,329.59	29,407.53	78.40	(56,815.52)
<b>IT-CROSS CHARGES PROG TOTAL</b>				<b>8,757.21</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$17,944.90**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 19 2015**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
14-1411-0000-63100	OFC SUPP & EXP	P1500405	10/21/2015	BEAR GRAPHICS INC		316.18
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	6,000.00	1,291.18	0.00	316.18	4,392.64	
				<b>ELECTIONS PROG TOTAL</b>	<b>316.18</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$316.18**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 19 2015**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1933-0000-64904	SUNDRY EXPENSE				
		P1503319	11/03/2015	BELLASAZI SALON LLC	100.00
		P1503406	10/21/2015	LUCYS LOON LAKE COFFEE AND DEL	394.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,680.00	4,266.09	1,772.82	494.00	3,147.09
<b>EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL</b>				<b>494.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$494.00**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 19 2015**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100 ENC	OFC SUPP & EXP	R1600004	01/01/2016	JP MORGAN CHASE BANK NA	3,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	0.00	0.00	3,500.00	500.00
05-1500-0000-63107 ENC	PUBL & LEGAL	R1600005	01/01/2016	JANESVILLE GAZETTE INC	1,550.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,550.00	0.00	0.00	1,550.00	0.00
05-1500-0000-63200 ENC	PUBL/SUBCR/DUES	R1600004	01/01/2016	JP MORGAN CHASE BANK NA	200.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	479.00	0.00	0.00	200.00	279.00
05-1500-0000-64200 ENC	TRAINING EXP	R1600004	01/01/2016	JP MORGAN CHASE BANK NA	5,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,050.00	0.00	0.00	5,500.00	550.00
05-1500-0000-68010 ENC	EXP.ALLOCATIONS	R1600002	01/01/2016	RHYME BUSINESS PRODUCTS	40,000.00
ENC		R1600003	01/01/2016	JP MORGAN CHASE BANK NA	10,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	50,000.00	(50,000.00)
05-1500-0000-68013 ENC	COST ALLOCATIONS	R1600003	01/01/2016	JP MORGAN CHASE BANK NA	40,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	40,000.00	(40,000.00)
<b>FINANCE DIRECTOR PROG TOTAL</b>				<b>100,750.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$100,750.00**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
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 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 19 2015**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3901-0000-62614	PURCHASED SERV.				
		P1500398	10/11/2015	BRIGHTSTAR	396.00
		P1503455	10/27/2015	ARCH HEATING AND COOLING INC	1,440.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,000.00	8,325.32	267.00	1,836.00	2,571.68
30-3901-0000-64203	EDUC MAT & SUPPL				
		P1503286	09/28/2015	WISCONSIN INSTITUTE FOR HEALTH	300.00
		P1503287	09/28/2015	WISCONSIN INSTITUTE FOR HEALTH	300.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	3,137.22	1,996.64	600.00	(733.86)
30-3901-0000-64614	ALZHEIMERS				
		P1500398	10/04/2015	BRIGHTSTAR	66.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	66.00	(66.00)
<b>TITLE III-B PROG TOTAL</b>				<b>2,502.00</b>	
30-3903-0000-64200	TRAINING EXP				
		P1503396	10/13/2015	ROSS,CINDY	69.58
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	530.00	135.00	0.00	69.58	325.42
<b>NUTRITION PROGRAM PROG TOTAL</b>				<b>69.58</b>	
30-3904-0000-64907	VOL RELATED EXP				
		P1503143	09/30/2015	BEST EVENTS	521.25
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,855.00	1,757.36	179.00	521.25	397.39
<b>DELIVERED MEALS PROG TOTAL</b>				<b>521.25</b>	
30-3908-0000-62625	OUTREACH SERVICE				
		P1503393	10/28/2015	POWERFUL TOOLS FOR CAREGIVERS	500.00
		P1503408	10/20/2015	SUERHING,BECKY	80.64
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,244.00	8,022.17	0.00	580.64	(358.81)
<b>TITLE III-D PROG TOTAL</b>				<b>580.64</b>	
30-3915-0000-64200	TRAINING EXP				
		P1503306	10/09/2015	KOLTYK,JO ANN	146.05
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	2,112.45	188.00	146.05	553.50



COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3915-0000-64615	CLIENT REL COSTS				
		P1500396	10/15/2015	ALTERNATIVE HOME CARE INC	828.00
		P1500399	10/15/2015	HOME INSTEAD SENIOR CARE	456.75
		P1501934	10/16/2015	WARD,DIANNE	20.00
		P1502938	10/19/2015	ZENKE,DEBRA	250.00
		P1503050	10/28/2015	BROWNING,SUZETTE	242.00
		P1503485	10/21/2015	MONROE,RITA	360.00
		P1503486	10/26/2015	TABER,PHILIP H	216.00
		P1503487	10/27/2015	MARTIN,MAXINE	189.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	19,041.00	15,751.06	0.00	2,561.75	728.19
<b>TITLE III-E FAM CAREGIVER SUPP PROG TOTAL</b>				<b>2,707.80</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$6,381.27**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 19 2015**  
to FE

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
38-3800-0000-64607	VET BURIAL BENEF	P1503371	10/20/2015	TEMPLE ALUMINUM FOUNDRY	1,711.07
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,214.00	3,374.00	0.00	1,711.07	128.93
				<b>VETERANS SERVICE PROG TOTAL</b>	<b>1,711.07</b>

I have examined the preceding bills and encumbrances in the total amount of **\$1,711.07**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 19 2015**  
*to FE*

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Finance Committee  
INITIATED BY



Amy Spoden, HR Manager  
DRAFTED BY

County Board Finance Committee  
SUBMITTED BY

November 2, 2015  
DATE DRAFTED

**Providing for a New Post Employment Health Plan Provider  
For AMHS-HSD and AMHS-RH**

- 1 **WHEREAS**, Rock County currently provides a Post Employment Health Plan (PEHP), pursuant to
- 2 Section 501(c)(9) of the Internal Revenue code, for AMHS-HSD and AMHS-RH; and
- 3
- 4 **WHEREAS**, Nationwide is the current provider; and
- 5
- 6 **WHEREAS**, Human Resources has met and discussed with AMHS-HSD and AMHS-RH the
- 7 opportunity to provide a different vendor for that plan; and
- 8
- 9 **WHEREAS**, current employees covered under the AMHS-HSD and AMHS-RH agreement have to be
- 10 with the same provider so this will necessitate a switch by all current employees from Nationwide to
- 11 Security Benefit Group; and
- 12
- 13 **WHEREAS**, there is no cost to the County with this change; and
- 14
- 15 **WHEREAS**, the County is agreeable to adding Security Benefit Group as a provider.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 18 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015, authorizes Human Resources and the Finance Department
- 19 to take the necessary steps to add Security Benefit Group as a provider for the PEHP Plan for AMHS-
- 20 HSD and AMHS-RH and transfer their accounts from Nationwide to Security Benefit Group.

Respectfully submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

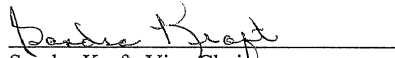
\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

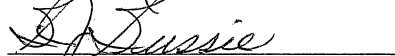
COUNTY BOARD STAFF COMMITTEE

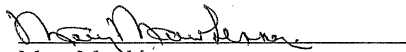
  
J. Russell Podzilni, Chair

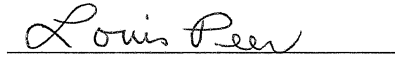
  
Sandra Kraft, Vice Chair

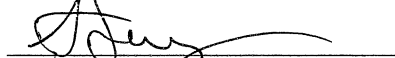
  
Eva Arnold

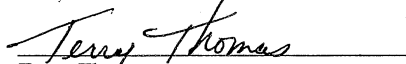
  
Henry Bfill

  
Betty Jo Bussie

  
Mary Mawhinney


  
Louis Peer

  
Alan Sweeney

  
Terry Thomas

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01, 59.51(1) and 59.52(11)(c), Wis. Stats.

  
Jeffrey Kuglisch  
Corporation Counsel


FISCAL NOTE:

No fiscal impact.

  
Sherry Oja  
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

### **Executive Summary**

Rock County Human Resources has had a discussion with AMHS-HSD and AMHS-RH with a recommendation that they move from their current provide, Nationwide, to the provider that all other employee groups with a PHEP account have, Security Benefit Group.

Security Benefit Group current provides PEHP Plans for the Deputy Sheriff Association, Deputy Sheriff Supervisors, Attorneys, and AFSCME 1077.

There is no fiscal impact to the County in having one provider or another.

All current employees covered under the AMHS-HSD and AMHS-RH agreement have to be with the same provider so this will necessitate a switch by all members from Nationwide to Security Benefit Group. Retirees that currently have account balances with Nationwide will remain with Nationwide until their fund balances are depleted. This transition will occur over a 60 day period once the County Board approves this resolution and the contract with Security Benefit Group is signed.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY



Amy Spoden, Human Resource Manager  
DRAFTED BY

Finance Committee  
SUBMITTED BY

November 2, 2015  
DATE DRAFTED

**AUTHORIZING CONTRACT FOR BENEFIT CONSULTING SERVICES WITH ASSOCIATED  
FINANCIAL GROUP FOR 2016**

- 1 **WHEREAS**, the Rock County Self-Funded Health Plan provides health coverage to approximately
- 2 1,200 County employees; and,
- 3
- 4 **WHEREAS**, in 2015, total health plan costs will near \$21,000,000.00; and,
- 5
- 6 **WHEREAS**, Human Resources is charged with continuing efforts to contain the ever-growing costs of
- 7 providing health care coverage to County employees, which requires the assistance of consultants who
- 8 possess particular expertise in furthering such efforts; and,
- 9
- 10 **WHEREAS**, Rock County, solicited proposals for Benefit Consulting Services; and
- 11
- 12 **WHEREAS**, After review of proposals and interviews, Associated Financial Group was selected as the
- 13 provider; and.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 16 assembled on this \_\_\_\_ day of \_\_\_\_\_, 2015, hereby awards the contract to Associated Financial
- 17 Group for Benefit Consulting Services, effective January 1, 2016, in the amount of \$39,000 per year
- 18 for the initial 3 year term. Rock County also has the option to extend the agreement with up to two
- 19 one-year extensions.
- 20
- 21 **BE IT FURTHER RESOLVED**, that the Finance Committee has authority to approve all extensions
- 22 of this agreement.

Respectfully Submitted,  
FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

FISCAL NOTE:

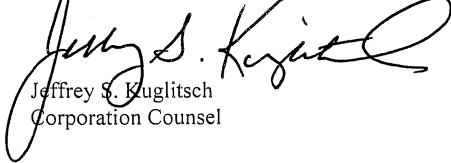
Sufficient funds are available in the Health Insurance Trust Fund, A/C 19-1915-0000-62104, for the cost of this contract.



Sherry Oja  
Finance Director

LEGAL NOTE:

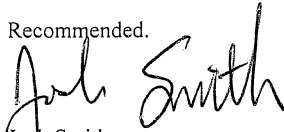
The County Board is authorized to take this action, pursuant to Secs 59.01, 59.51 and 59.52(11).



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator



**QUALIFICATIONS AND COST PROPOSAL SUMMARY FORM**

PROJECT NUMBER 2016-08  
 PROJECT NAME EMPLOYEE BENEFIT CONSULTING SERVICES  
 DUE DATE; OCTOBER 15, 2015 – 12:00 NOON  
 DEPARTMENT: HUMAN RESOURCES

	ASSOCIATED FINANCIAL MADISON WI	HAYS MILWAUKEE WI	HORTON GROUP WAUKESHA WI	WILLIS BROOKFIELD WI	COTTINGHAM & BUTLER DUBUQUE IA
<b>WRITTEN QUALIFICATIONS &amp; COST PROPOSAL SCORE</b>					
RATER 1	100	88	97	63	53
RATER 2	97	89	87	66	58
RATER 3	93	88	78	73	63
RATER 4	94	91	82	74	57
RATER 5	95	96	82	75	70
<b>TOTAL SCORE</b>	<b>479</b>	<b>452</b>	<b>426</b>	<b>351</b>	<b>301</b>
<b>INTERVIEW RANKING</b>					
RATER 1	1	2	3	4	NOT INTERVIEWED
RATER 2	2	3	1	4	NOT INTERVIEWED
RATER 3	1	2	3	4	NOT INTERVIEWED
RATER 4	1	2	3	4	NOT INTERVIEWED
RATER 5	2	1	3	4	NOT INTERVIEWED
<b>PROPOSED COST</b>	<b>\$ 39,000.00</b>	<b>\$ 54,500.00</b>	<b>\$ 40,000.00</b>	<b>\$ 60,000.00</b>	<b>\$ 95,000.00</b>

NOTE: Cottingham & Butler was not interviewed due to low score and high annual cost.



**Qualifications were evaluated based on the following criteria and Interviews:**

**Completeness of the Proposal – 10 POINTS MAXIMUM**

- Including clear understanding of requirements
- Ability to meet the minimum requirements
- Provided completed Proposal form
- Provided completed Exhibit A

**Experience & References – 30 POINTS MAXIMUM**

- Qualification of personnel
- Experience of personnel
- Experience of firm
- References shall include companies of similar size with similar requirements

**Services Provided – 30 POINTS MAXIMUM**

- Ability of consultant to render satisfactory service
- Sufficient resources knowledgeable in employee benefits, wellness, labor negotiations and financial analysis related to employee benefit functions.
- Evaluation of consultant's standard response time.
- Distinctive service characteristics.
- Evaluators will consider whether the list of exceptions hinder consultant's ability to perform the requirements of RFP

**Proposed Pricing – 30 POINTS MAXIMUM**

- Reasonableness of cost proposal
- Evidence of efficient use of resources

**Request for Qualifications and Cost Proposal was advertised in the Beloit Daily News and on the Internet.**

**PREPARED BY: JODI MILLIS  
PURCHASING MANAGER**

**DEPARTMENT HEAD RECOMMENDATION: ASSOCIATED FINANCIAL GROUP**

*Jameto Muluks*  
**SIGNATURE** 11-4-2015 **DATE**

**GOVERNING COMMITTEE APPROVAL: \_\_\_\_\_**  
**CHAIR** **VOTE** **DATE**

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY



Amy Spoden, Human Resource Manager  
DRAFTED BY

Finance Committee  
SUBMITTED BY

November 2, 2015  
DATE DRAFTED

**AUTHORIZING CONTRACT FOR SECTION 125 PLAN  
(FLEXIBLE SPENDING ACCOUNT)**

- 1 **WHEREAS**, Section 125 of the Internal Revenue Code allows employees to fund certain specific expenses
- 2 with pre-tax dollars; and,
- 3
- 4 **WHEREAS**, the allowable expenses include employee portions of group insurance premiums, uninsured
- 5 medical expenses (such as deductibles; co-pays and vision insurance) and qualified child and/or dependent care
- 6 expenses; and,
- 7
- 8 **WHEREAS**, amounts employees elect to deduct for Section 125 qualified expenses are not subject to Federal,
- 9 State or Social Security taxation; and,
- 10
- 11 **WHEREAS**, Rock County has offered a Section 125 Plan to its employees since July 1, 1991, which has been
- 12 administered by Employee Benefits Cooperative of Madison, Wisconsin; and,
- 13
- 14 **WHEREAS**, EBC has provided a rate guarantee for calendar year 2016 at \$3.50 per participant per month;
- 15 which is the same rate as the current year contract; and,
- 16
- 17 **WHEREAS**, EBC has contractually committed to guarantee that Rock County's savings from the employer's
- 18 portion of Social Security taxes will meet or exceed the costs of administering the program; and,
- 19
- 20 **WHEREAS**, EBC's contract costs from 1991 to present have been less than the actual Rock County savings
- 21 from the exemption of the employer's share of Social Security taxes.
- 22
- 23 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled on
- 24 this \_\_\_\_\_ day of \_\_\_\_\_, 2015 does hereby authorize and direct the County Board Chair and County
- 25 Clerk to enter into a contract with Employee Benefits Cooperative of Madison, Wisconsin to administer Rock
- 26 County's Section 125 Plan (Flexible Spending Account) for the period January 1, 2016 through December 31,
- 27 2016 at a cost of \$3.50 per participant per month.

Respectfully Submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

AUTHORIZING CONTRACT FOR SECTION 125 PLAN (FLEXIBLE SPENDING ACCOUNT)

Page 2.

LEGAL NOTE:


The County Board is authorized to take this action pursuant to secs. 59.01, 59.51(1) and 59.52(11)(c), Wis. Stats.



Jeffrey Kuglitsch  
Corporation Counsel

FISCAL NOTE:

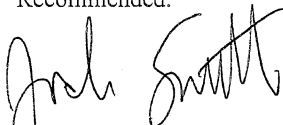
As stated in the body of the resolution, the contract administrator has guaranteed that the County's savings will meet or exceed the costs of this program.



Sherry Oja  
Finance Director

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY \_\_\_\_\_



Amy Spoden, Human Resource Manager  
DRAFTED BY

Finance Committee  
SUBMITTED BY \_\_\_\_\_

November 2, 2015  
DATE DRAFTED

**APPROVING DENTAL INSURANCE CONTRACT**

- 1 **WHEREAS**, Delta Dental Plan of Wisconsin currently administers the County's dental insurance program; and
- 2
- 3 **WHEREAS**, Delta Dental is a preferred provider for the Alliance, a consortium of Employers who purchase
- 4 services together in order to reduce costs; and
- 5
- 6 **WHEREAS**, Rock County offers dental plans with both "high" and "low" coverage options for all its
- 7 employees, with the County's contribution being 60% of the premium for the lowest cost, or "low" plan,
- 8 regardless of which coverage option is selected; and
- 9
- 10 **WHEREAS**, Delta Dental has quoted a two year rate guarantee, January 1, 2016 thru December 31, 2017; and
- 11
- 12 **WHEREAS**, Delta Dental has provided a quote for family coverage for the "low" option at \$92.44 per month
- 13 and has provided a quote for single coverage for the "low" at \$31.25 per month for two years.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled this
- 16 \_\_\_\_\_ day of \_\_\_\_\_, 2015 does hereby authorize the execution of a contract with Delta Dental
- 17 for the County's dental insurance for the period of January 1, 2016 through December 31, 2017.

Respectfully Submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

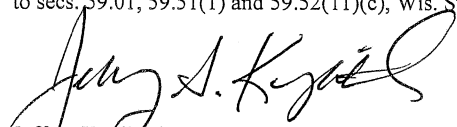
\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01, 59.51(1) and 59.52(11)(c), Wis. Stats.

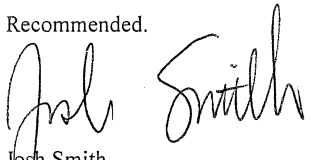
  
Jeffrey Kuglitsch  
Corporation Counsel


FISCAL NOTE:

Based upon the current census of 310 single and 734 family plans for employees, the County's 60% share of annual dental premiums would be \$558,276 per year. Sufficient funds are included in the departmental 2016 budget requests for these premiums.

ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

  
Sherry Oja  
Finance Director

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY



Amy Spoden, HR Manager  
DRAFTED BY

Finance Committee  
SUBMITTED BY

November 2, 2015  
DATE DRAFTED

**APPROVING REINSURANCE CONTRACT FOR STOP-LOSS COVERAGE**

- 1 **WHEREAS**, Willis of Wisconsin, Inc., Rock County's Insurance Consultant, solicited proposals from Stop-
- 2 loss carriers; and,
- 3
- 4 **WHEREAS** QBE Insurance Corporation is the most competitive option for Stop-Loss coverage for Rock
- 5 County; and,
- 6
- 7 **WHEREAS**, the Finance Committee has reviewed the options and selected a Stop-Loss retention level of
- 8 \$175,000 for monthly premiums of \$27.74 per single plan and \$78.84 for a family plan.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled on
- 11 this \_\_\_\_\_ day of \_\_\_\_\_, 2015 hereby authorizes the execution of a contract with QBE Insurance
- 12 Corporation for administration of the County's Stop-Loss Coverage effective January 1, 2016 thru December
- 13 31, 2016.

Respectfully Submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

FISCAL NOTE:

Sufficient funds are available in the 2016 Budget for administering the County's self-insurance health plan and specific stop-loss coverage. Based upon the current census of 339 Single Plans and 846 Family Plans, the annual stop-loss premium would be \$913,230.

Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action Pursuant to secs. 59.01, 59.51, and 59.52 (11)(c), Wis. Stats.

Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended

Josh Smith  
County Administrator

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Diana Arneson, Asst. to IT Dir.  
INITIATED BY



Diana Arneson, Asst. to IT Dir.  
DRAFTED BY

Finance Committee  
SUBMITTED BY

November 10, 2015  
DATE DRAFTED

**Authorizing Purchase of IP Phones for Human Resources and Child Support Enforcement**

- 1 **WHEREAS**, the Human Resources and Child Support Enforcement departments have plans to replace
- 2 old telephone sets within their departments with new IP phone sets; and,
- 3
- 4 **WHEREAS**, the new IP phones will allow for Human Resources and Child Support Enforcement staff
- 5 to take advantage of Voice-Over-IP technology; and,
- 6
- 7 **WHEREAS**, the 2015 Human Resources and Child Support Enforcement 2015 budgets include
- 8 funding for the purchase of replacement phone sets and two cordless handsets; and,
- 9
- 10 **WHEREAS**, the Information Technology Department staff did specify the IP phone models that meet
- 11 the needs of Human Resources and Child Support Enforcement staff members; and,
- 12
- 13 **WHEREAS**, the specified IP phones will be purchased using the pricing and terms of the State of
- 14 Wisconsin contract #DC4616.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 17 this \_\_\_\_\_ day of \_\_\_\_\_, 2015 that a Purchase Order for 42 Mitel IP phones and 2
- 18 Cordless Handsets be issued to Enterprise Systems Group of Little Chute, WI in the amount of
- 19 \$10,291.25.

Respectfully submitted,

**FINANCE COMMITTEE**

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

**ADMINISTRATIVE NOTE:**

Recommended.

Josh Smith  
County Administrator

**FISCAL NOTE:**

Funding is available in the 2015 Departmental budgets for the purchase of these phones and handsets.

Sherry Oja  
Finance Director

**LEGAL NOTE:**

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.77, Wis. Stats.

Jeffrey S. Kuglitsch  
Corporation Counsel

## Executive Summary for the Purchase of IP Phones for Human Resources and Child Support Enforcement

The Human Resources and Child Support Enforcement Departments have developed a plan to replace aging telephones within those departments with new IP Phones. This will allow the Human Resources and Child Support Enforcement staff members to take advantage of the County's Voice-Over-IP telephone system and that system's enhanced technology. The purchase includes:

• 6 Mitel 5340e IP Phones (\$371.25 ea.)	\$2,227.50;
• 2 Mitel 5330e IP Phones (\$296.25 ea.)	\$ 592.50;
• 34 Mitel 5320e IP Phones (\$243.75 ea.)	\$8,287.50;
• 42 Mitel Voice Enterprise Business Licenses (\$175.00 ea.)	\$7,350.00;
• 42 Standard Software Assurance MiVoice Business User modules (\$10.00 ea.)	\$ 420.00;
• 2 Cordless Handset Bundles (\$273.75 ea.)	\$ 547.50;
• Shipping & Handling (\$95)	<u>\$ 95.00,</u>
• Less Make the Move to IP Phones Promotion	(\$9,228.75)
• PO total	\$10,291.25

These IP phones will be installed for both departments at the Rock County Courthouse, 51 S. Main Janesville, WI.

The total cost of the IP phones, headsets, and shipping is \$10,291.25, and the equipment will be purchased from Enterprise Systems Group using the pricing terms of the State of Wisconsin contract #DC4616. By placing the order before 12/31/2015, Rock County is in the position to be included in the "Make the Move to IP Phones" promotion which allows for the 5340e, 5330e and 5320e model phones bundled with corresponding licenses to be purchased in a buy one get one free pricing structure. The only things not included in the promotion are cordless handsets, MiVoice Business User modules, and shipping and handling.



**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Public Works Committee  
Initiated by

Public Works Committee  
& Parks Advisory Committee  
Submitted by



Lori Williams, Parks Director  
Drafted by

October 21, 2015  
Date Drafted

**ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
COUNTY FISH AND GAME PROJECT GRANT FUNDS  
AND AMENDING PARKS BUDGET**

1 **WHEREAS**, the legislature of the State of Wisconsin enacted legislation providing for allocation  
2 to the respective counties in that state on an acreage basis for the county fish and game projects,  
3 including conservation of resources and habitat, on the condition that the counties match the state  
4 allocation; and

5  
6 **WHEREAS**, Rock County made application to participate in unallocated county fish and game  
7 projects pursuant to provisions of s.23.09(12) of the Wisconsin Statutes and as authorized by  
8 County Board Resolution 15-8A-359; and

9  
10 **WHEREAS**, \$2,600 is the 2016 budget for this grant in 2016; and

11  
12 **WHEREAS**, unallocated matching grant funds totaling \$1,400 are available from the Wisconsin  
13 DNR and a resolution accepting the same is required.

14  
15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly  
16 assembled this \_\_\_\_ day of \_\_\_\_\_, 2015 does hereby approve the acceptance of these funds and  
17 amend the Department of Public Works Parks Division 2016 Budget as follows:

	<u>Budget</u>	<u>Increase/(Decrease)</u>	<u>Amended Budget</u>
18			
19			
20	Sources of Funds Parks:		
21	41-4592-4788-42200	\$2,600	\$1,400
22	DNR Conservation Grant		\$4,000
23			
24	Use of Funds Parks:		
25	41-4592-4788-69999	\$2,600	\$1,400
26	Non-Converted Expense		\$4,000

27  
28 **BE IT FURTHER RESOLVED** that the Parks Director be hereby authorized and directed to sign  
29 the grant agreements and that these documents be submitted to the Wisconsin Department of  
30 Natural Resources; and

31  
32 **BE IT FURTHER RESOLVED**, that the Parks Director be authorized to file all necessary  
33 documents for administration and reimbursement of this program.



RESOLUTION ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL  
RESOURCES COUNTY FISH AND GAME PROJECT GRANT FUNDS AND AMENDING  
PARKS BUDGET

Page Two

Respectfully submitted,

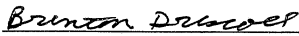
PUBLIC WORKS COMMITTEE

  
Betty Jo Bussie, Chair

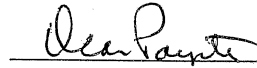
  
Brent Fox, Vice-Chair

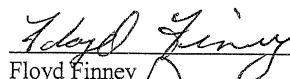
absent  
Eva M. Arnold

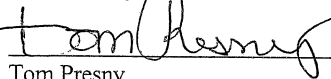
absent  
Rick Richard

  
Brenton Driscoll

PARKS ADVISORY COMMITTEE

  
Dean Paynter

  
Floyd Finney

  
Tom Presny

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of \_\_\_\_\_

\_\_\_\_\_  
Mary Mawhinney, Chair

FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$1,400 in additional State Aid for fish and game projects. The County will use budgeted wages and community resources for the required 50% match.

  
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 2015 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

***-EXECUTIVE SUMMARY-***

**ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
COUNTY FISH AND GAME PROJECT GRANT FUNDS AND AMENDING PARKS BUDGET**

Each Wisconsin County is allocated a certain amount of money annually to fund small projects on a 50/50 match basis. This year we used our allocated funds to help pay for invasive species control at Carver-Roehl Park.

If a county does not use their funding, that money gets divided between the remaining counties. We made application for additional funds and have been awarded \$1,400.

The additional funds will be used to expand our annual herbicide treatment and prescribed burn land management program. We will expand treatment areas and burns in Magnolia Bluff County Park.

Though this funding source required a 50% match by the County, all time and materials supplied by the Parks and Highway Divisions, as well as other community resources, may be used as in-kind match.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden  
INITIATED BY



Capt. Gary L. Groelle  
DRAFTED BY

Public Safety and Justice  
Committee  
SUBMITTED BY

November 9, 2015  
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF  
2015-16 OWI TASK FORCE AND ALCOHOL GRANTS**

1 WHEREAS, the Wisconsin Department of Transportation, Bureau of Transportation Safety, makes  
2 Federal Highway Safety funds available to local law enforcement agencies for various traffic safety  
3 programs; and,  
4

5 WHEREAS, these funds are earmarked to allow law enforcement agencies to provide additional  
6 enforcement patrols directed at improving traffic safety by impaired driving enforcement, thus reducing  
7 hazardous motorist behavior on roadways with a high incidence of injury or fatal accidents; and,  
8

9 WHEREAS, the Rock County Sheriff's Office and other Rock County Law Enforcement Agencies are  
10 eligible to receive a grant of \$110,000 to participate in these programs; and,  
11

12 WHEREAS, grant funds in the amount of \$110,000 will be used for overtime wages and related  
13 benefits; and,  
14

15 WHEREAS, this grant requires a local match of 25%.

16  
17 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled  
18 this \_\_\_\_\_ day of \_\_\_\_\_ 2015, that the Rock County Sheriff is authorized to accept funds under  
19 the Highway Safety Project Grants.  
20

21 BE IT FURTHER RESOLVED, that the 2015 budget be amended as follows:  
22

<u>Account/ Description</u>	<u>Budget 11/09/15</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
25 21-2119-2016-42100 26 Federal Aid	\$0	\$75,000	\$75,000
28 21-2120-2016-42100 29 Federal Aid	\$0	\$35,000	\$35,000
31 <b><u>Use of Funds</u></b>			
32 21-2119-2016-61210 33 Overtime Wages-Productive	\$0	\$20,000	\$20,000
35 21-2119-2016-69501 36 Aid to Localities	\$0	\$55,000	\$55,000
38 21-2120-2016-61210 39 Overtime Wages-Productive	\$0	\$35,000	\$35,000

40

**AUTHORIZING ACCEPTANCE OF 2015-16 OWI TASK FORCE GRANT**

Page 2

Respectfully submitted,

**Public Safety and Justice Committee**

\_\_\_\_\_  
Mary Beaver, Chair

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Larry Wiedenfeld

**Finance Committee Endorsement**

Reviewed and approved on a vote  
of \_\_\_\_\_

\_\_\_\_\_  
Mary Mawhinney, Chair

FISCAL NOTE:

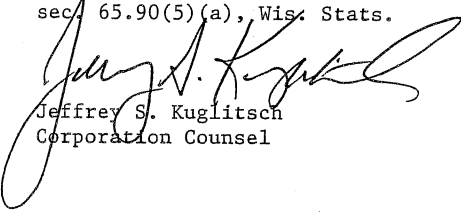
This resolution authorizes the acceptance and expenditure of \$110,000 in Federal Aid for Highway Safety Projects. Currently budgeted funds will provide the 25% required match.



Sherry Oja  
Finance Director

LEGAL NOTE:

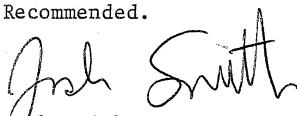
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2015 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

**Executive Summary  
Authorizing Acceptance of  
2015-16 OWI Task Force and Alcohol Grants**

Alcohol-impaired Driving: In Wisconsin during 2014 alcohol was listed as a contributing factor in 4.1% of all crashes. 33.8% of all vehicle crash fatalities in 2014 were alcohol-related, resulting in 171 deaths. Alcohol-impaired driving is associated with other high-risk behaviors that increase the likelihood of a crash and of significant injury or death occurring; these include speeding, and failure to wear safety belts.

Enforcement Area (Targeting): WisDOT analysis has identified roadway segments patrolled by this agency as 'at-risk'. All alcohol and speed-related crash data from the three previous years for every jurisdiction in Wisconsin were analyzed, including those involving property damage through all ranges of injuries to those that resulted in death. This data was scientifically weighted, following established statistical protocol. Using the weighted data, the Bureau identified those places in Wisconsin with the largest crash frequency due to excess alcohol use or speed. After factoring in each identified, at-risk location's population density, a snapshot of the state's most likely places for similar crashes per capita was established. *Source: BOTS Analysis*

The OWI Task Force Grant is a "Joint Task Force" which includes the participation of other Law Enforcement agencies in Rock County. Those included at this time are: Beloit Police Department; Beloit Township Police Department; Edgerton Police Department; Evansville Police Department; Janesville Police Department; Milton Police Department and Rock County Sheriff's Office.

The grants are for a total of \$110,000, all of which will be used for overtime expenses.

The Sheriff Office estimates that they will use \$55,000 of the grant funds. The remaining grant funds will be distributed to the other participating municipalities for overtime.

The grant requires a 25% match.

This is the fifth consecutive year that the Rock County Sheriff's Office has participated in these grants.