

ROCK COUNTY, WISCONSIN



Board of Supervisors
51 South Main Street
Janesville, WI 53545
(608)757-5510
Fax (608)757-5511

**PUBLIC SAFETY & JUSTICE COMMITTEE
THURSDAY – NOVEMBER 17, 2011 - 5:45 P.M.
JURY DELIBERATION ROOM - FOURTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – November 7, 2011
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
6. Resolution
 - A. Authorizing Upgrade of the Courts Video Conferencing System and Amending the 2011 Budget
7. Approval of Contract Awarding 2012 – 2014 Process Service for Child Support
8. Committee Requests and Motions
 - A. Discussion and Possible Action on Setting Upcoming Meeting Dates and Times
9. Adjournment

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-17000	PREPAID BUDGET I	0.00 100.0%	38,910.97	62,013.48	-100,924.45		
	P1103676-PO# 11/10/11 -VN#030562			ASP WISCONSIN		300.00	
			CLOSING BALANCE		-101,224.45		300.00
	BAL.SHEET A/C		PROG-TOTAL-PO			300.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$300.00 INCURRED BY BALANCE SHEET ACCOUNT. 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 COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2121000000-63900	AMMO/RANGE SUPPL	26,980.00 47.9%	19,894.39	-6,962.62	14,048.23		
	P1103296-PO# 11/10/11 -VN#045343			BROWNELLS INC		202.68	
	P1103449-PO# 11/10/11 -VN#026680			5 ALARM FIRE AND SAFETY EQUIPM		3,033.00	
	P1103499-PO# 11/10/11 -VN#035345			QUARTERMASTER		174.94	
				CLOSING BALANCE	10,637.61		3,410.62
2121000000-63904	POLICING/1ST AID	17,517.00 32.6%	18,026.73	-12,308.30	11,798.57		
	P1100634-PO# 11/10/11 -VN#018372			BATTERIES PLUS INC		76.93	
	P1100720-PO# 11/10/11 -VN#014534			MENARDS		395.14	
	P1102436-PO# 11/10/11 -VN#010799			ALCOPRO		200.00	
				CLOSING BALANCE	11,126.50		672.07
2121000000-63908	INVESTIG.EXPENSE	5,500.00 10.2%	562.71	-0.01	4,937.30		
	P1100627-PO# 11/10/11 -VN#018296			AARONS LOCK AND SAFE INC		110.00	
	P1103677-PO# 11/10/11 -VN#051497			CRICKET COMMUNICATIONS		69.50	
				CLOSING BALANCE	4,757.80		179.50
2121000000-64200	TRAINING EXP	35,418.00 85.3%	29,641.62	591.50	5,184.88		
	P1103618-PO# 11/10/11 -VN#044542			FBI MILWAUKEE		25.00	
	P1103675-PO# 11/10/11 -VN#017442			WISCONSIN DEPARTMENT OF TRANSP		470.00	
	P1103750-PO# 11/10/11 -VN#023347			FOX VALLEY TECHNICAL COLLEGE		75.00	
				CLOSING BALANCE	4,614.88		570.00
2121000000-64205	STAFF EDUC	35,000.00 67.5%	23,654.16	0.00	11,345.84		
	11/10/11 -VN#021290			COULTER, DOUG		1,049.47	
	11/10/11 -VN#048127			BURDICK, AARON		2,982.26	
				CLOSING BALANCE	7,314.11		4,031.73
2121000000-64904	SUNDRY EXPENSE	10,000.00 29.1%	3,185.26	-267.19	7,081.93		
	P1103564-PO# 11/10/11 -VN#048903			LYNN CARD COMPANY		119.95	
				CLOSING BALANCE	6,961.98		119.95
2121000000-67171	C.A. -\$1000/MORE	67,546.00 42.1%	21,709.00	6,794.00	39,043.00		
	P1103621-PO# 11/10/11 -VN#034517			STOPTECH LTD		985.83	
				CLOSING BALANCE	38,057.17		985.83

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		SHERIFF	PROG-TOTAL-PO			19,507.57	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$19,507.57 INCURRED BY SHERIFF. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2121670000-62119	OTHER SERVICES	262,547.00	0.3%	108,277.55	-109,111.01		
	P1100639-PO# 11/10/11 -VN#011725			CESA 2		49,477.37	
				CLOSING BALANCE	213,903.09		49,477.37
	RECAP OPERATIONS			PROG-TOTAL-PO		49,477.37	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$49,477.37 INCURRED BY RECAP OPERATIONS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2122000000-62119	OTHER SERVICES	483,168.00 96.4%	218,063.55	248,124.46	16,979.99		
	P1100661-PO# 11/10/11 -VN#034928			JUSTICE BENEFIT LLC		2,376.00	
				CLOSING BALANCE	14,603.99		2,376.00
2122000000-62161	HOUSEHOLD SERV	77,643.00 51.4%	39,924.63	0.00	37,718.37		
	P1100658-PO# 11/10/11 -VN#010291			JAYS BIG ROLLS INC		1,006.00	
	P1100683-PO# 11/10/11 -VN#046390			SAN A CARE INC		577.75	
	P1101054-PO# 11/10/11 -VN#030803			STAPLES		191.99	
				CLOSING BALANCE	35,942.63		1,775.74
2122000000-62170	PHYSICIAN/OTHER	757,334.00 94.0%	725,550.86	-13,199.97	44,983.11		
	P1100639-PO# 11/10/11 -VN#011725			CESA 2		6,600.00	
				CLOSING BALANCE	38,383.11		6,600.00
2122000000-62420	MACH & EQUIP RM	5,000.00 1.3%	1,836.45	-1,768.63	4,932.18		
	P1100633-PO# 11/10/11 -VN#018588			BANDT COMMUNICATIONS INC		145.00	
				CLOSING BALANCE	4,787.18		145.00
2122000000-63300	TRAVEL	16,500.00 97.5%	9,449.15	6,641.63	409.22		
	P1100654-PO# 11/10/11 -VN#036056			ILLINOIS STATE TOLL HIGHWAY AU		3.80	
				CLOSING BALANCE	405.42		3.80
2122000000-63406	CLOTHING/UNIFORM	46,025.00 13.4%	39,926.90	-33,753.31	39,851.41		
	11/10/11 -VN#024906			ENGEMAN, DONISIA		51.99	
	11/10/11 -VN#034326			GAJDOSIK, JAMES		129.24	
	11/10/11 -VN#045860			RIEMER, KRISTEN		59.44	
	11/10/11 -VN#051509			ENLOE, SUE		91.05	
	P1100650-PO# 11/10/11 -VN#012827			GALLS INC		427.91	
	P1100664-PO# 11/10/11 -VN#037985			LARK UNIFORMS		377.59	
				CLOSING BALANCE	38,714.19		1,137.22
2122000000-64200	TRAINING EXP	38,522.00 55.0%	12,714.16	8,485.39	17,322.45		
	P1100650-PO# 11/10/11 -VN#012827			GALLS INC		252.00	
	P1103752-PO# 11/10/11 -VN#050530			MOTOROLA SOLUTIONS INC		550.00	
	P1103753-PO# 11/10/11 -VN#045695			AMADOR, MARIA		30.00	
				CLOSING BALANCE	16,490.45		832.00
2122000000-64904	SUNDRY EXPENSE	133,000.00 41.9%	55,225.51	547.19	77,227.30		
	P1100633-PO# 11/10/11 -VN#018588			BANDT COMMUNICATIONS INC		713.00	
	P1100638-PO# 11/10/11 -VN#020525			BOB BARKER COMPANY INC		1,777.06	
	P1100644-PO# 11/10/11 -VN#019171			BLACKHAWK TECHNICAL COLLEGE		629.00	
	P1100666-PO# 11/10/11 -VN#014513			MEDLINE INDUSTRIES INC		344.92	
	P1101054-PO# 11/10/11 -VN#030803			STAPLES		100.62	
	P1103619-PO# 11/10/11 -VN#045201			CORTECH CORRECTIONAL TECHNOLOG		1,994.00	

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
					71,668.70		5,558.60
						18,428.36	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$18,428.36 INCURRED BY CORRECTIONAL FACILITY. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2212000000-62176	LABORATORY	1,500.00 63.4%	1,138.00	-2,089.99	2,451.99		
	P1100584-PO# 11/10/11 -VN#043620			ORCHID CELLMARK		152.00	
			CLOSING BALANCE		2,299.99		152.00
2212000000-63200	PUBL/SUBCR/DUES	8,000.00 68.4%	5,473.48	0.00	2,526.52		
	P1103649-PO# 11/10/11 -VN#033730			STATE BAR OF WISCONSIN		57.96	
			CLOSING BALANCE		2,468.56		57.96
	CIRCUIT COURTS		PROG-TOTAL-PO			209.96	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$209.96 INCURRED BY CIRCUIT COURTS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2212090000-63100	OFC SUPP & EXP P1103350-PO# 11/10/11 -VN#028264	47,165.00 75.4%	35,503.52	88.20	11,573.28	4,149.60	
			CLOSING BALANCE		7,423.68		4,149.60
2212090000-63200	PUBL/SUBCR/DUES P1103663-PO# 11/10/11 -VN#033730	705.00 99.9%	704.75	0.00	0.25	327.00	
			CLOSING BALANCE		-326.75		327.00
	CLK.OF CTS.		PROG-TOTAL-PO			4,476.60	

TRANSFER PENDING

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,476.60 INCURRED BY CLERK OF COURTS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2324000000-62218	DATA COMMUNICTN.	1,700.00 88.5%	1,319.52	186.38	194.10		
		11/10/11 -VN#024911	SUKUS,KATHY			44.99	
			CLOSING BALANCE		149.11		44.99
2324000000-62420	MACH & EQUIP RM	23,322.50 14.4%	20,737.17	-17,367.75	19,953.08		
		P1100709-PO# 11/10/11 -VN#018472	BRILL,HANK			690.00	
			CLOSING BALANCE		19,263.08		690.00
2324000000-64200	TRAINING EXP	27,377.00 58.2%	14,129.77	1,826.75	11,420.48		
		P1100707-PO# 11/10/11 -VN#039154	BELOIT MEMORIAL HOSPITAL			45.00	
			CLOSING BALANCE		11,375.48		45.00
	911 PROJ.OPER.		PROG-TOTAL-PO			779.99	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$779.99 INCURRED BY 911 PROJECT OPERATION. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2416100000-62124	CRIMINAL INVEST	8,500.00 28.8%	2,453.98	-2.50	6,048.52		
	P1100600-PO# 11/10/11 -VN#032583					39.43	
	P1103693-PO# 11/10/11 -VN#043773					2.50	
			CLOSING BALANCE		6,006.59		41.93
2416100000-62126	OFFICER FEES	9,000.00 4.0%	5,227.44	-4,859.94	8,632.50		
	P1100602-PO# 11/10/11 -VN#042313					320.00	
			CLOSING BALANCE		8,312.50		320.00
2416100000-62501	REPORTER FEES	7,500.00 40.9%	7,814.66	-4,745.34	4,430.68		
	P1100610-PO# 11/10/11 -VN#031133					62.50	
	P1100611-PO# 11/10/11 -VN#018376					81.00	
	P1100612-PO# 11/10/11 -VN#049452					25.00	
	P1100621-PO# 11/10/11 -VN#035145					23.50	
			CLOSING BALANCE		4,238.68		192.00
	DIST. ATTORNEY		PROG-TOTAL-PO			553.93	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$553.93 INCURRED BY DISTRICT ATTORNEY. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2826000000-62170	PHYSICIAN/OTHER	123,750.00	3.4%	81,195.31	-76,965.13	119,519.82	
	P1100808-PO# 11/10/11 -VN#046739					PUBLIC SAFETY CENTER INC	68.14
	P1100810-PO# 11/10/11 -VN#041483					AIT LABORATORIES	540.00
	P1100812-PO# 11/10/11 -VN#014550					MERCY HEALTH SYSTEM	2,655.50
					CLOSING BALANCE	116,256.18	3,263.64
	CORONER			PROG-TOTAL-PO			3,263.64

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,263.64 INCURRED BY CORONER. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3438500000-62119	OTHER SERVICES	811,752.00 79.0%	626,016.03	15,571.03	170,164.94		
	P1103716-PO# 11/10/11 -VN#043578			TRANS UNION LLC		2.80	
			CLOSING BALANCE		170,162.14		2.80
3438500000-62126	OFFICER FEES	22,600.00 75.5%	17,331.21	-252.05	5,520.84		
	P1100594-PO# 11/10/11 -VN#043961			MARKLEY INVESTIGATIONS INC		634.00	
	P1103576-PO# 11/10/11 -VN#042815			MONROE COUNTY SHERIFFS DEPARTM		120.00	
	P1103640-PO# 11/10/11 -VN#045519			PROFESSIONAL PROCESS SERVICE		46.20	
	P1103664-PO# 11/10/11 -VN#013835			KENOSHA COUNTY SHERIFF		40.00	
	P1103722-PO# 11/10/11 -VN#051510			DIVERSIFIED INVESTIGATIONS LLC		45.85	
	P1103736-PO# 11/10/11 -VN#051515			VEENSTRA PROCESS SERVICES LLC		48.00	
			CLOSING BALANCE		4,586.79		934.05
3438500000-62210	TELEPHONE	11,000.00 67.6%	8,363.79	-923.80	3,560.01		
	P1103436-PO# 11/10/11 -VN#047826			LANGUAGE LINE SERVICES		60.04	
			CLOSING BALANCE		3,499.97		60.04
	CHILD SUPPORT		PROG-TOTAL-PO			996.89	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$996.89 INCURRED BY CHILD SUPPORT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2121402009-63904	POLICING/1ST AID P1100720-PO# 11/10/11 -VN#014534	1,150.00 228.0%	1,641.85 MENARDS	981.10	-1,472.95	285.51	
*** OVERDRAFT ***	TRANSFER REQUIRED		CLOSING BALANCE		-1,758.46		285.51
	HIDTA GRANT		PROG-TOTAL-PO			285.51	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$285.51 INCURRED BY HIDTA GRANT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 17 2011

DATE _____ CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Judge James P. Daley
INITIATED BY



Mickey Crittenden, IT Director
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 8, 2011
DATE DRAFTED

**AUTHORIZING UPGRADE OF THE COURTS VIDEO CONFERENCING SYSTEM AND
AMENDING THE 2011 BUDGET**

1 **WHEREAS**, the State of Wisconsin Supreme Court has issued updated guidelines for the use of video
2 conferencing technology within courtroom operations; and,
3
4 **WHEREAS**, the video conferencing system in use by the Rock County Courts needs to be upgraded in
5 order to be in compliance with the State of Wisconsin Supreme Court guidelines; and,
6
7 **WHEREAS**, the Information Technology Department staff did specify upgraded video conferencing
8 components for use by the Rock County Courts; and,
9
10 **WHEREAS**, the specified video conferencing components will be purchased using the pricing and
11 terms of the University of Wisconsin Madison contracts #10-5174 and #10-5658.

12
13 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
14 this _____ day of _____, 2011 that a Purchase Order for video conferencing equipment
15 be issued to AVI Systems in the amount of \$59,410 and does hereby amend the 2011 budget as
16 follows:

<u>Account/Description</u>	<u>Budget at 11/1/2011</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
19-1921-0000-47010 Transfer In	\$ 76,235	\$ 13,910	\$ 90,145
<u>Use of Funds</u>			
22-1202-0000-67171 Capital Assets Video Conf.	45,500	13,910	59,410

Respectfully submitted,

Public Safety and Justice Committee

Ivan Collins, Chair

Larry Wiedenfeld, Vice Chair

Mary Beaver

Hank Brill

Brian Knudson

Finance Committee Endorsement

Finance Committee Chair Vote Date

Purchasing Procedural Endorsement


Finance Committee Chair Vote Date

**AUTHORIZING UPGRADE OF THE COURTS VIDEO CONFERENCING SYSTEM AND
AMENDING THE 2011 BUDGET**

Page 2

FISCAL NOTE:

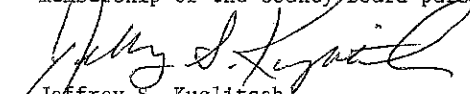
This resolution authorizes a \$13,910 transfer from the General Fund to the Video Conferencing Technology Capital Project. This project was originally funded by County sales tax proceeds. The audited, undesignated General Fund balance at January 1, 2011 was \$16,965,422.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:


The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2011 County Budget, this resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary for the Purchase of Upgrading the Courts Video Conferencing System

During the past few years the State of Wisconsin Supreme Court's Planning and Policy Advisory Committee has substantially refined its "standards of good practice" related to the use of video conferencing technology within the state court system. The committee has also set forth guidelines and specific functionality requirements associated with this technology in the justice system in order to encourage greater courtroom use of the technology while ensuring the rights of litigants.

In Rock County the use of video conferencing in the Courts has made better use of taxpayer resources by:

- Reducing travel requirements for all courtroom participants,
- Saving prisoner and patient transportation costs,
- Improving courthouse security, and
- Increasing efficiency of legal proceedings.

In order to remain in compliance with the refined "standards of good practice", the current video conferencing system in use by the Rock County Courts needs to be upgraded to include 'split-screen' technology, better cameras, and improved overall viewership capability. The County's Information Technology Department, in tandem with the Courts and the County's primary video conferencing vendor, has identified the components in need of upgrading.

The upgraded components will be located in Courtroom A, Courtroom C, the Jail, and the Juvenile Detention Center. The cost of the system upgrade is \$59,410 and it will be purchased from AVI Systems using the pricing and terms of the University of Wisconsin Madison contracts #10-5174 and #10-5658.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION

PROJECT NUMBER #2012-03
 PROJECT NAME PROCESS SERVICE
 PROPOSAL DUE DATE SEPTEMBER 26, 2011 – 12:00 NOON
 DEPARTMENT CHILD SUPPORT ENFORCEMENT

	GREGG JANESVILLE	MARKLEY ROCKFORD	DESCAFANO JANESVILLE
COST PER SERVICE-2012	\$23.00	\$27.60	\$25.00
2013 INCREASE	NO INCREASE	5%	3%
2014 INCREASE	NO INCREASE	5%	3%
RATER 1	89	69.5	65
RATER 2	78.5	70	51.5
RATER 3	88	70.5	63.5
TOTAL SCORE	255.5	210	180
AVERAGE SCORE	85	70	60
RANKING	1	2	3

Proposals were evaluated based on the following criteria:

1. GENERAL QUALITY OF RESPONSE (25 POINTS MAXIMUM)

- Insurance Information
- Understanding of the project
- Responsiveness to terms and conditions
- References

2. PRICING STRUCTURE (35 POINTS MAXIMUM)

3. FIRM INFORMATION (40 POINTS MAXIMUM)

- Qualification of personnel
- Experience of personnel
- Experience of firm
- Years in business
- Number of hours dedicated to serving documents for Rock County
- Hours of service
- Number of employees assigned to Rock County

Request for Proposals was advertised in the Beloit Daily News and on the Internet. One additional vendor was solicited that did not respond.

PREPARED BY: JODI L. MILLIS
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: Greg Investigations
Kristine A. Baker 11/4/11
 Signature Date

GOVERNING COMMITTEE APPROVAL: _____
 Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT: _____
 Chair Vote Date