



**DEVELOPMENTAL DISABILITIES BOARD MEETING**

**WEDNESDAY, MAY 14, 2014 – 6:00 P.M.**

**Note Location Change**

**KANDU INDUSTRIES, INC.  
1227 BARBERRY DR.  
JANESVILLE, WI**

**AGENDA**

1. CALL TO ORDER
2. INTRODUCTION OF BOARD MEMBERS / ROLL CALL
3. ADOPTION OF AGENDA
4. APPROVAL OF MINUTES – (April 23, 2014)
5. CITIZEN PARTICIPATION, COMMUNICATION AND ANNOUNCEMENTS
6. TOUR OF KANDU-BARBERRY PLANT & PRESENTATION BY GARY BERSELL, EXECUTIVE DIRECTOR
7. UNFINISHED BUSINESS
8. NEW BUSINESS
  - A. BILLS
  - B. CONTRACTS / ADDENDUMS
  - C. ENCUMBRANCES
  - D. LINE ITEM TRANSFERS
  - E. QUARTERLY BUDGET REVIEW (Feb., May, Aug., Nov.)
  - F. ELECTION OF VICE CHAIR
  - G. SET MEETING DAY AND TIME
9. DIRECTOR'S REPORT
  - A. DEPARTMENT UPDATES
  - B. BUDGET UPDATES
  - C. RESIDENTIAL PLACEMENTS
  - D. CONSUMER UPDATES
  - E. PROVIDERS' CONCERNS
  - F. STAFF UPDATES
10. CORRESPONDENCE
11. ITEMS FOR FUTURE BOARD MEETING CONSIDERATION
  - A. CARE WISCONSIN PRESENTATION: FAMILY CARE  
HEALTH CARE CENTER AUDITORIUM
12. ADJOURNMENT

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-22200	GARNISHMENT DEDU		04/01/2014	POSITIVE LIVING INC	(5,000.00)
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	15,760.91	0.00	(5,000.00)	(10,760.91)
<b>GENERAL FUND PROG TOTAL</b>				<b>(5,000.00)</b>	

I have examined the preceding bills and encumbrances in the total amount of **(\$5,000.00)**

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: **MAY 14 2014**

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

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
33-3310-0000-62601	PURCH OF CARE				
		P1400126	03/14/2014	GUARDIAN FRIENDS	1,527.08
		P1400184	04/23/2014	STATE OF WISCONSIN	217.00
		P1401066	04/30/2014	SECURED LIVING	11,250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,206,823.00	376,927.31	755,300.15	12,994.08	61,601.46
33-3310-0000-62602	OTHER CARE				
		P1400120	04/10/2014	DUNGARVIN WISCONSIN LLC	2,547.89
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	48,500.00	8,570.71	14,778.50	2,547.89	22,602.90
33-3310-0000-62604	NURSING HM-CIP1B				
		P1400102	04/11/2014	ALERT LINE	75.00
		P1400103	04/17/2014	ALTERNATIVE HOMECARE INC	2,610.00
		P1400106	05/01/2014	AZURA HARBOR HOLDINGS LLC	14,800.40
		P1400111	03/31/2014	CARTOGRAPHICS CORP CBRF	13,417.20
		P1400120	04/10/2014	DUNGARVIN WISCONSIN LLC	153,159.54
		P1400121	03/28/2014	EASTER SEALS RESPITE PROGRAM	1,602.00
		P1400134	04/07/2014	HOMECARE PHARMACY LLC	209.93
		P1400138	04/01/2014	KELLY HOUSE	2,258.10
		P1400143	03/31/2014	LAKESIDE PACKAGING PLUS INC	1,138.80
		P1400150	04/23/2014	MERCY HEALTH SYSTEM LIFELINE	175.00
		P1400159	03/31/2014	PANTHEON INDUSTRIES	615.00
		P1400164	04/01/2014	POSITIVE LIVING INC	57,600.00
		P1400170	03/25/2014	REM WISCONSIN II CP	4,035.00
		P1400171	03/25/2014	REM WISCONSIN III	100.00
		P1400178	04/08/2014	SENIOR SERVICES OF ROCK COUNTY	153.00
		P1400180	04/29/2014	SHOULTZ, MICHAEL D	845.00
		P1400183	03/31/2014	ST COLETTA OF WISCONSIN	4,789.58
		P1401800	03/17/2014	MOBILITY WORKS	199.48
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	23,718,761.00	6,156,004.61	13,748,578.83	257,783.03	3,556,394.53
33-3310-0000-62620	COMM.INTEG.-1A				
		P1400103	04/17/2014	ALTERNATIVE HOMECARE INC	3,168.00
		P1400120	04/10/2014	DUNGARVIN WISCONSIN LLC	17,168.79
		P1400170	03/25/2014	REM WISCONSIN II CP	600.00
		P1400180	04/29/2014	SHOULTZ, MICHAEL D	910.00
		P1400185	04/16/2014	SYSCO FOODS OF BARABOO LLC	51.70
		P1400187	04/08/2014	UNIFIED COMMUNITY SERVICES	7.10
		P1401902	03/31/2014	VIP SERVICES INC	46.50
		P1401903	04/02/2014	MERCY ASSISTED CARE INC	2,814.79
		P1401906	03/11/2014	LAVIGNE BUS COMPANY INC	250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,649,934.00	957,753.15	2,241,413.63	25,016.88	425,750.34

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
33-3310-0000-62627	BT-WAIVER	P1400111	03/31/2014	CARTOGRAPHICS CORP CBRF	2,348.60	
		P1400120	04/10/2014	DUNGARVIN WISCONSIN LLC	4,730.00	
		P1400147	03/31/2014	MADISON AREA REHABILITATION CE	1,506.94	
		P1400148	03/11/2014	MANKIND SUPPORT SERVICE INC	8,400.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	879,234.00	231,862.94	453,939.65	16,985.54	176,445.87	
33-3310-0000-63100	OFC SUPP & EXP	P1401901	04/23/2014	HOPKINS MEDICAL PRODUCTS	150.95	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	1,800.00	296.06	0.00	150.95	1,352.99	
<b>DEVELOPMENTAL DISABLITY BOARD PROG TOTAL</b>				<b>315,478.37</b>		

I have examined the preceding bills and encumbrances in the total amount of **\$315,478.37**

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: **MAY 14 2014**

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

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

PURCHASE ORDER NUMBER P1400812 PEID 031983

### PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DATE May 2, 2014

DEPARTMENT DD Board

COMMITTEE Rock County DD Board

VENDOR NAME Abilities, Inc.

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP 1B

AMOUNT OF INCREASE \$ 79,481

INCREASE FROM \$ 365,380 TO \$ 444,861

ACCOUNT BALANCE AVAILABLE \$ 3,767,480.42 SB 05/02/14

REASON FOR AMENDMENT Two current CIP 1B clients moving into residential services from another provider.

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair \_\_\_\_\_ Date \_\_\_\_\_

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

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

PURCHASE ORDER NUMBER P1400834 PEID 051334

### PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DATE May 7, 2014

DEPARTMENT DD Board

COMMITTEE Rock County DD Board

VENDOR NAME REM Wisconsin III Inc

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP 1B

AMOUNT OF INCREASE \$ 68,597

INCREASE FROM \$ 460,219 TO \$ 528,816

ACCOUNT BALANCE AVAILABLE \$ 3,556,394.38 SB 05/07/14

REASON FOR AMENDMENT One current CIP 1B client moving into residential services from another residential facility.

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair \_\_\_\_\_ Date \_\_\_\_\_

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

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