



**FINANCE COMMITTEE
THURSDAY, MARCH 17, 2016 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – March 3, 2016
4. Transfers and Appropriations
 - A. Sheriff's Office
 - B. Rock Haven (6)
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
6. Resolutions
 - A. Recognizing Patricia Leuzinger for Service to Rock County
 - B. Authorizing Purchase of Bomgar Support and Access Management System
 - C. Authorizing Purchase of High Line Software Upgrade and Professional Services
7. Committee Approval
 - A. Amending the 2016 HSD Budget to Accept the Women's Fund Grant
8. Discussion and Possible Action on Board Rules of Procedure Changes
9. Report on Cash Balances and Investments
10. Adjournment

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 02/24/16 Transfer No. 16-02
 Requested By Diane Michaelis, Sheriff's Office Sheriff Spoden
 Department Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-62491 Description: Software Maintenance - LES Current Balance: \$58,200	\$3,100	Account #: 21-2100-0000-67160 Description: Cap Assets \$500 - \$4,999 LES	\$3,100
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

Funds are available because the current Cellebrite unit will no longer be supported by the vendor. Therefore we will not incur a software maintenance expense.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

The funds will be used to purchase a new Cellebrite unit which includes one year of maintenance.

FISCAL NOTE:

Sufficient funds are available for transfer *2-24-16*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* 2-25-16

REQUIRED APPROVAL

Governing Committee DATE 3/7/16
 Finance Committee

COMMITTEE CHAIR

[Signature]

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 02/22/2016 Transfer No. 15-154
 Requested By Rock Haven Department Sue Prostko Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-7500-7350-64005 Description: Rehabilitation Supplies Current Balance: \$1,450	\$200	Account #: 32-7500-7350-63109 Description: Other Supplies & Exp	\$200
Account #: 32-8000-9100-63109 Description: Other Supplies & Exp Current Balance: \$7,558	\$5,817	Account #: 32-8000-8100-63104 Description: Printing & Duplicating	\$5,817
Account #: 32-8000-9100-64102 Description: Cash Food-Dairy Current Balance: \$9,499	\$6,941	Account #: 32-8000-9100-64105 Description: Cash Food-Groceries	\$4,904
Account #: Description: Current Balance:		Account #: 32-8000-9100-64107 Description: Cash Food-Meat	\$2,037

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Expenses in Rehabilitation Supplies, Other Supplies & Expenses, and Cash Food-Dairy were less than budgeted for 2015.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Other Supplies & Expenses, Printing & Duplicating, Cash Food-Groceries and Cash Food-meat expenses were more than originally budgeted for 2015. Higher food costs contributed to the overage in Cash Food-Groceries and Cash Food-meat expenses.

FISCAL NOTE:

Sufficient funds are available for transfer. *S-Oja*

ADMINISTRATIVE NOTE:

Recommended *MS 2-25-16*

REQUIRED APPROVAL

Governing Committee

Finance Committee

DATE

3/9/16

COMMITTEE CHAIR

John R. Smith

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 02/22/2016 Transfer No. 15-153
 Requested By Rock Haven Department Sue Prostko Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-7260-7400-62180 Description: Physical Therapy Current Balance: \$19,289	\$12,863	Account #: 32-7260-7400-62189 Description: Other Medical Services	\$12,863
Account #: 32-7260-7400-62185 Description: Occupational Therapy Current Balance: \$26,726	\$15,558	Account #: 32-7260-7400-62179 Description: Pharmacy	\$13,843
Account #: Description: Current Balance:		Account #: 32-7260-7400-62171 Description: Ambulance	\$89
Account #: Description: Current Balance:		Account #: 32-7500-7100-62622 Description: Transportation	\$1,626

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Expenses in Physical Therapy and Occupational Therapy were less than budgeted for 2015.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Other Medical Services, Pharmacy, Ambulance, and Transportation expenses were more than originally budgeted for 2015.

FISCAL NOTE:

Sufficient funds are available for transfer. *SP*

ADMINISTRATIVE NOTE:

Recommended *SP*

REQUIRED APPROVAL

Governing Committee

Finance Committee

DATE

3/9/14

COMMITTEE CHAIR

W. N. Seal

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 02/22/2016 Transfer No. 15-156
 Requested By Rock Haven Department Sue Prostko Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-8000-9500-64200 Description: Training Expense Current Balance: \$6,637	\$2,808	Account #: 32-8000-9500-61300 Description: Per Diems	\$812
Account #: Description: Current Balance:		Account #: 32-8000-9500-63200 Description: Publications/Subscriptions	\$274
Account #: Description: Current Balance:		Account #: 32-8000-9500-64416 Description: Licenses	\$796
Account #: Description: Current Balance:		Account #: 32-8000-9550-64902 Description: Indirect Cost	\$926

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Training Expenses were less than budgeted for 2015.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Per Diems, Publications/Subscriptions, Licenses, and Indirect cost expenses were more than originally budgeted for 2015.

FISCAL NOTE:

Sufficient funds were available for transfer. *8041*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* 825-16

REQUIRED APPROVAL

Governing Committee

Finance Committee

DATE

3/9/16

COMMITTEE CHAIR

[Signature]

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 02/22/2016 Transfer No. 15-155
 Requested By Rock Haven Department Sue Prostko Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-8000-8100-64408 Description: Disposables Current Balance: \$7,776	\$4,790	Account #: 32-8000-8100-63109 Description: Other Supplies & Exp	\$2,242
Account #: Description: Current Balance:		Account #: 32-8000-8100-64003 Description: Oxygen Supplies	\$726
Account #: Description: Current Balance:		Account #: 32-8000-8100-64000 Description: Medical Supplies	\$460
Account #: Description: Current Balance:		Account #: 32-8000-8100-63100 Description: Office Supplies & Exp	\$1,362

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Expenses in Disposables were less than budgeted for 2015.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

In Support Service Materials, Other Supplies & Expenses, Oxygen Supplies, Medical Supplies, and Office Supplies & expenses were more than originally budgeted for 2015.

FISCAL NOTE:

Sufficient funds are available for transfer.

5/20/16

ADMINISTRATIVE NOTE:

Recommended

[Signature] 205-16

REQUIRED APPROVAL

Governing Committee

DATE

3/9/16

COMMITTEE CHAIR

[Signature]

Finance Committee

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 02/22/2016 Transfer No. 15-157
 Requested By Rock Haven Department Sue Prostko Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-8000-9500-64200 Description: Training Expense Current Balance: \$3,829	\$2,373	Account #: 32-9000-9940-61920 Description: Physicals	\$2,373
Account #: 32-9000-9910-65103 Description: Public Liability Current Balance: \$3,128	\$1,001	Account #: 32-9000-9910-65101 Description: Insurance on Building	\$1,001
Account #: 32-9000-9920-62201 Description: Electric Current Balance: \$6,925	\$5,583	Account #: 32-9000-9920-62202 Description: Water	\$1,295
Account #: Description: Current Balance:		Account #: 32-9000-9910-65109 Description: Other Insurance	\$4,288

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Training, Public Liability, and Electric Expenses were less than budgeted for 2015.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Physicals, Insurance on Building, Water and Other Insurance expenses were more than originally budgeted for 2015.

FISCAL NOTE:

Sufficient funds are available for transfer. *5/27/16*

ADMINISTRATIVE NOTE:

Recommended. *AM 2-25-16*

REQUIRED APPROVAL

Governing Committee

Finance Committee

DATE

3/9/16

COMMITTEE CHAIR

[Signature]

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 02/22/2016 Transfer No. 15-158
 Requested By Rock Haven Department Sue Prostko Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-9000-9920-62203 Description: Natural Gas Current Balance: \$2,430	\$1,133	Account #: 32-9000-9930-62210 Description: Telephone	\$1,133
Account #: 32-9000-9940-61720 Description: Unemployment Compen Current Balance: \$1,356	\$775	Account #: 32-9000-9940-63406 Description: Clothing & Uniforms	\$775
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Natural Gas & Unemployment Compensation Expenses were less than budgeted for 2015.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Telephone and Clothing & Uniform expenses were more than originally budgeted for 2015. Transferred additional funds to Telephone due to expenses in Telephone allocation in month 14.

FISCAL NOTE:

Sufficient funds are available for transfer *cf 2/25/16*

ADMINISTRATIVE NOTE:

Recommended *fm 2-25-16*

REQUIRED APPROVAL

Governing Committee

Finance Committee

DATE

3/9/16

COMMITTEE CHAIR

Wilbur R. ...

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0071-29264	DLF-SUPPLIES/EXP	P1600217	01/31/2016	JANESVILLE GAZETTE INC	44.24
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	(2,734.27)	0.00	44.24	2,690.03
AGENCY FUNDS PROG TOTAL				44.24	

I have examined the preceding bills and encumbrances in the total amount of **\$44.24**

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: **MAR 17 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES				
		P1601175	02/11/2016	AARONS LOCK AND SAFE INC	690.81
		P1601177	02/17/2016	UNIVERSAL RECYCLING TECHNOLOG	136.76
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	73,235.00	795.50	17,120.00	827.57	54,491.93
07-1430-0000-62400	R & M SERV				
		P1601174	02/06/2016	GENERAL HEATING AND AIR CONDIT	1,140.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	175,946.00	58,402.18	2,000.00	1,140.00	114,403.82
07-1430-0000-62421	COMPUTER EQUIP				
		P1600894	01/20/2016	TIME CLOCK PLUS BY DATA MANAGE	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	1,233.79	1,500.00	100.00	6,166.21
07-1430-0000-63102	PAPER & FORMS				
		P1600798	02/15/2016	EAGLE FLIGHT BUSINESS FORMS	101.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	16,743.00	496.00	500.00	101.30	15,645.70
07-1430-0000-63407	COMPUTER SUPPL				
		P1600216	02/10/2016	CDW GOVERNMENT INC	7.65
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,845.00	694.82	500.00	7.65	24,642.53
07-1430-0000-67131	OTHER COMP HARDW				
		P1600808	01/31/2016	CORE BTS INC	2,930.25
		P1601035	02/11/2016	CDW GOVERNMENT INC	400.98
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	127,300.00	2,395.75	5,016.61	3,331.23	116,556.41
INFORMATION TECHNOLOGY PROG TOTAL				5,507.75	
07-1450-0000-67130	TERMINALS/PC'S				
		P1601095	02/12/2016	CDW GOVERNMENT INC	1,706.54
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	249,159.00	68,683.41	18,228.19	1,706.54	160,540.86
07-1450-0000-67143	IT CROSS CHARGES				
		P1601066	02/10/2016	CDW GOVERNMENT INC	32.86
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	56,776.41	52,339.28	32.86	90,851.45
IT-CROSS CHARGES PROG TOTAL				1,739.40	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$7,247.15**

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: **MAR 17 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1411-0000-62114	TAB/CANVASING				
		P1601145	02/16/2016	MATHEWS,STEPHANIE	50.00
		P1601146	02/16/2016	MOLLAND,ELLEN MARIE	50.00
		P1601195	02/16/2016	BREIDENSTEIN,BILL	50.00
		P1601196	02/16/2016	HOLTERMAN,LARRY	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	800.00	0.00	0.00	200.00	600.00
ELECTIONS PROG TOTAL					200.00

I have examined the preceding bills and encumbrances in the total amount of **\$200.00**

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: **MAR 17 2016**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1540-0000-64200	TRAINING EXP	P1601180	02/22/2016	UNIVERSITY OF WISCONSIN GREEN	85.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	875.00	112.00	0.00	85.00	678.00
COUNTY TREASURER PROG TOTAL				85.00	

I have examined the preceding bills and encumbrances in the total amount of **\$85.00**

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: **MAR 17 2016**

Dept Head _____

Committee Chair _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sherry Oja, Finance Director
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

March 7, 2016
DATE DRAFTED

Recognizing Patricia Leuzinger for Service to Rock County

- 1 **WHEREAS**, Patricia Leuzinger has served the citizens of Rock County for over 25 years as a dedicated
- 2 and valued employee; and,
- 3
- 4 **WHEREAS**, Patricia Leuzinger began her career with Rock County as an Administrative Assistant in
- 5 General Services on January 28, 1991; and,
- 6
- 7 **WHEREAS**, Patricia Leuzinger worked in that capacity until being promoted to an Account Clerk II in
- 8 the Human Services Department on October 2, 1995; and,
- 9
- 10 **WHEREAS**, Patricia Leuzinger was promoted to an Account Clerk III on June 23, 2003 in the Human
- 11 Services Department and transferred to Financial Services on June 5, 2006; and,
- 12
- 13 **WHEREAS**, Patricia Leuzinger has worked diligently and faithfully in that position until her retirement
- 14 on March 25, 2016; and,
- 15
- 16 **WHEREAS**, the Financial Services' staff and all who have worked with her will greatly miss her smile
- 17 and sense of humor; and,
- 18
- 19 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 20 recognize Patricia Leuzinger for her contributions to the County and to thank her for her many years of
- 21 faithful service.
- 22
- 23 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 24 this ____ day of _____, 2016, does hereby recognize Patricia Leuzinger for her 25 years of
- 25 service to the citizens of Rock County and extends its best wishes to her in her future endeavors.
- 26
- 27 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of
- 28 this resolution to Patricia Leuzinger.

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney, Chair

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Sandra Kraft, Vice Chair

Mary Beaver

Betty Jo Bussie

Brent Fox

Eva Arnold

J. Russell Podzilni

Mary Mawhinney

Alan Sweeney

Henry Brill

Louis Peer

Terry Thomas

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Dara Mosley
INITIATED BY



Dara Mosley
DRAFTED BY

Finance
SUBMITTED BY

March 7, 2016
DATE DRAFTED

Authorizing Purchase of Bomgar Support and Access Management System

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase
- 2 computer equipment on behalf of the County; and,
- 3
- 4 **WHEREAS**, the FBI's Criminal Justice Information System (CJIS) policy requires two-factor
- 5 authentication for remote access to criminal justice data; and,
- 6
- 7 **WHEREAS**, Bomgar meets the CJIS requirement and also provides remote access to remote PCs
- 8 beyond the county network; and,
- 9
- 10 **WHEREAS**, the Information Technology staff did review and verify that the equipment was available
- 11 on the Wisconsin State Contract (WSCA/NASPO) #15-20400-905; and,
- 12
- 13 **WHEREAS**, the 2016 Budget did designate funds for the purchase of the Bomgar system.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 16 this _____ day of _____, 2016 does approve a purchase order be issued to CDWG, Inc., of
- 17 Vernon Hills, IL for the Bomgar support and access management system for a total of \$66,225.00.
- 18
- 19 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Finance
- 20 Committee.

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:

Sufficient funds are available in the IT Capital Projects account for this purchase. This account is funded by sales tax revenues.

Sherry Oja
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.

Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary for the Purchase of Bomgar Support and Access Management Software

The FBI's Criminal Justice Information Security (CJIS) policy states that network access to criminal justice data must be secured. For those that access the data from un-secure locations, two factors must be utilized to authenticate user access. The Bomgar network access control system accomplishes this by requiring a username and password from the user, as well as a PIN code that gets e-mailed to the user when they attempt to connect to log into our network.

In addition, Bomgar allows Information Technology personnel to remotely access computers and servers on our network as well as the users we support throughout the county. This includes officers in squad cars, municipal treasurers, and records clerks at police departments.

The system is being purchased from CDW-G, Inc. from Vernon Hills, IL off of state contract (DOA# 15-20400-905).

County Board approval authorizes the County to purchase the Bomgar system from CDWG at a cost of \$66,225.00.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT
INITIATED BY



Mickey Crittenden, Director of IT
DRAFTED BY

Finance Committee
SUBMITTED BY

March 8, 2016
DATE DRAFTED

**AUTHORIZING PURCHASE OF HIGH LINE SOFTWARE UPGRADE AND
PROFESSIONAL SERVICES**

- 1 **WHEREAS**, the upgrade of the County's High Line Human Resources and Payroll software to the
- 2 NextGen version is a budgeted strategic initiative for 2016 for replacing a system version that is
- 3 approaching end-of-support; and,
- 4
- 5 **WHEREAS**, the Information Technology Department, in coordination with the Human Resources and
- 6 Finance Departments, has specified all of the required upgrade components and system options; and,
- 7
- 8 **WHEREAS**, the Information Technology Department has worked with High Line Corporation in
- 9 developing a project plan that includes upgrading the system software, related third-party software, and
- 10 the associated professional services; and,
- 11
- 12 **WHEREAS**, the High Line Agreement Addendum itemizes all upgrade software components and
- 13 professional service activities; and,
- 14
- 15 **WHEREAS**, the pricing and terms available to the County for the Highline software and professional
- 16 services is accomplished via the County's existing Master Program License and Service Agreement
- 17 #960501 with Highline Corporation.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 20 this _____ day of _____, 2016 that a Purchase Order for the High Line software upgrade
- 21 and related professional services be issued to High Line Corporation in the amount of \$156,555.
- 22
- 23 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Finance
- 24 Committee.

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:

Sufficient funds are available in the IT Capital Projects account for this purchase. This account is funded by sales tax revenues.

Sherry Oja
Finance Director

LEGAL NOTE:

Highline was previously the low bidder on Human Resources services software. This is an upgrade to their existing system which County Board can authorize pursuant to § 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements.

Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary for Authorizing Purchase of High Line Software Upgrade and Professional Services

This project is a budgeted 2016 IT Strategic Initiative and will upgrade the current Human Resources and Payroll system, ePersonality, to the most recent software version (called NextGen) and add features, functionality, and long sought modules. The current version of the software is approaching end-of-support. The new version will include a new user interface, a new Business Intelligence report generator, and new modules that include Employee/Manager self-service, Workflow, and Timekeeping self-service.

The project cost includes the first year of support for the new modules. Professional services related to upgrade planning, software installation, staff training, and post-implementation troubleshooting are included as part of the project. This upgrade will result in the County having a state-of-the-art system for managing Human Resources and Payroll. The total cost of the system upgrade is \$156,555.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Lance Horozewski,
CYF Division Manager
DRAFTED BY

Human Services Board
SUBMITTED BY

February 26, 2016
DATE DRAFTED

Amending the 2016 HSD Budget to Accept the Women's Fund Grant

1 **WHEREAS**, the Children, Youth and Families Division seeks to provide evidence-based mental health
2 treatment to high-risk girls; and,

3
4 **WHEREAS**, Rock County will implement a comprehensive Dialectical Behavior Therapy (DBT)
5 program; and,

6
7 **WHEREAS**, DBT will target young females involved with child welfare and/or juvenile justice; and,

8
9 **WHEREAS**, DBT will address substance abuse, suicidal behaviors, running away, emotion
10 dysregulation, unstable interpersonal relationships, exploitation and victimization; and,

11
12 **WHEREAS**, DBT will offer weekly individual therapy, weekly group therapy, 24-hour crisis response
13 and clinical peer consultation; and,

14
15 **WHEREAS**, the length of treatment is 26-32 weeks and the overarching goals are to engage and retain
16 girls in treatment and decrease symptomatology by acquiring new skills; and,

17
18 **WHEREAS**, this program works to keep girls with their families and potentially avoid stays in mental
19 health hospitals, at the YSC and in residential treatment facilities; and,

20
21 **WHEREAS**, the DBT program aligns with the CYF mission and values, and is an excellent complement
22 to other programs in the Department.

23
24 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
25 this _____ day of _____, 2016, accepts \$10,000 in funding from the Women's Fund to
26 assist in provision of the DBT program.

27
28 **BE IT FURTHER RESOLVED**, that the 2016 Humans Services budget be amended as follows:

Account/Description	Budget <u>2/25/16</u>	Increase <u>(Decrease)</u>	Amended <u>Budget</u>
Source of Funds:			
36-3646-0000-46002	\$0	\$10,000	\$10,000
Other Grants & Contracts			
Use of Funds:			
36-3646-0000-64200	\$3,025	\$10,000	\$13,025
Training			

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

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

ABSENT
Terry Fell

Linda Garrett

William Grahn
William Grahn

Ashley Klevan
Ashley Klevan

Kathy Schulz
Kathy Schulz

Terry Thomas
Terry Thomas

Shirley Williams
Shirley Williams

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair Date

FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$10,000 in private funding from the Women's Fund. No County matching funds are required.

Sherry Oja
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 2016 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
Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Executive Summary

The Children, Youth and Families (CYF) Division seeks to provide evidence-based mental health treatment to high-risk adolescent girls. We will implement the first comprehensive Dialectical Behavior Therapy (DBT) program in Rock County. The service is targeted at young ladies involved with child welfare and/or juvenile justice with complex needs related to mental health, addiction, and behavioral problems. They often have experienced trauma such as abuse, neglect, exposure to violence, and significant loss, and are at greater risk of substance abuse, suicidal behaviors, running away, chronic emotion dysregulation, unstable interpersonal relationships, exploitation and victimization.

The DBT program will offer weekly individual therapy, weekly group therapy, 24-hour crisis response and clinical peer consultation. The treatment length is 26-32 weeks. The overarching goals are to engage and retain the adolescent girls in treatment and decrease their symptomatology by acquiring new skills. Providing this program in Rock County will keep the girls with their families and potentially avoid stays in mental health hospitals, at the Youth Services Center and in residential facilities. The DBT program aligns with the CYF mission and values, and is an excellent complement to other best practice initiatives such as Functional Family Case Management and Trauma Focused – Cognitive Behavioral Therapy.