



**FINANCE COMMITTEE  
THURSDAY, FEBRUARY 5, 2015 - 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 –January 8, 2015 and January 15, 2015
4. Committee Review and Approval of Per Meeting Allowances
5. Transfers and Appropriations
  - A. Clerk of Circuit Court
  - B. Human Services
  - C. Information Technology
  - D. Medical Examiner (Coroner)
  - E. Planning & Development
6.
  - A. Bills
  - B. Bills Over \$10,000
  - C. Encumbrances Over \$10,000
  - D. Pre-Approved Encumbrance Amendments
    - 1) General Services
    - 2) Human Services (3)
  - E. Approval of Bills for Other Departments
7. Resolutions
  - A. Authorizing Purchase of Budgeted Network Servers
8. Committee Approval
  - A. Amending the 2015 Budget to Accept Brighter Futures Initiative Funding
  - B. Authorization for Purchasing a Lenovo Network-Attached Storage Device per State Contract
9. Semi-Annual Report – Attendance at Conventions/Conferences
  - A. County Clerk
  - B. Finance
  - C. Information Technology
  - D. Land Records
  - E. Register of Deeds
  - F. Treasurer
10. Adjournment

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

TO: FINANCE DIRECTOR      Date January 12, 2015  
 Requested By Clerk of Circuit Court  
Department

Transfer No. 15-01  
Jacki Gackstatter  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 22-1209-0000-63100 Description: Office Supplies Current Balance: \$19,811	\$2,860	Account #: 22-1209-0000-67160 Description: Capital Assets	\$2,860
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**

Replacement of machines were anticipated in the 2015 budget; however, previous Clerk of Court did not request.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

Four RAPIDPRINT AR-E timestamp machines need to be replace in the Clerk of Court office; per our service provider CLOCK MASTER, these machines are beyond repair.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *85 1-13-15*

**ADMINISTRATIVE NOTE:**

Recommended *JMG 1-13-15*

**REQUIRED APPROVAL**

Governing Committee

Finance Committee

**DATE**

1/12/15

**COMMITTEE CHAIR**

*ManBear*

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

TO: FINANCE DIRECTOR      Date 1/20/15 (2014)

Transfer No. 14-145

Requested By Human Services Department

Charmian Klyve

Department

Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 36-3689-0000-62609 Description: State Institutes Current Balance: \$407,835	\$40,000	Account #: 36-3602-0000-64701 Description: Overhead Software Purchase	\$40,000
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**

2014 Transfer Request - State Institute expenditures are determined by the number of clients admitted to the State Institutes and the net daily rate. HSD pays the net cost after it is adjusted due to Medicaid and other client billing. The average daily cost is trending lower than anticipated in 2014.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

2014 Transfer Request - HSD currently has 55 concurrent Avatar (electronic health record system) licenses and approximately 300 active named users. During the last quarter of 2014 HSD user demand started exceeding the available licenses. As we have re-organized staff and added programs over the past year more staff are entering client data into Avatar and using it for program monitoring purposes. When the limit is reached the application will refuse additional users to log in and can cause errors for currently logged in users. HSD has attempted to mitigate this issue as much as possible however it continues to be problem. We are requesting to purchase an additional 10 concurrent licenses.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *8/22/15*

**ADMINISTRATIVE NOTE:**

Recommended. *AKM 1/22/15*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee

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Finance Committee

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

Revised: 04/17/14

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

TO: FINANCE DIRECTOR      Date 1/27/2015      Transfer No. 14-150  
 Requested By Information Technology      Mickey Crittenden  
    Department      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 07-1438-0000-62400 Description: Repair and Maintenance Current Balance: \$32,050	\$11,850	Account #: 07-1438-0000-67130 Description: Terminals and PCs	\$11,850
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**

These funds are available due to the decommissioning of the Tandem Server used by the e911 Computer-Aided-Dispatch (CAD) system. The successful upgrade of the CAD system enabled the avoidance of the budgeted Tandem repair and maintenance expense.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

The IT staff would like to use Microsoft Surface Pro Tablets (\$6,850) for the support and testing of public safety mobile data network applications in use by Law Enforcement, Fire, and EMS agencies countywide. Additionally, \$5,000 of the transferred funds will be used for the purchase of USB Security Fobs for the public safety Mobile Data Computer users who will need these devices in order to comply with the FBI's new Criminal Justice Information Services (CJIS) requirements that include 2-factor authentication for inquiries into law enforcement databases. This transfer will then be carried-over in order for the purchases to occur in 2015.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *5-28-15*

**ADMINISTRATIVE NOTE:**

Recommended *JMC 1-28-15*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee

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Finance Committee

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

TO: FINANCE DIRECTOR      Date 1-20-15  
 Requested By Medical Examiner (Formerly Coroner)  
Department

Transfer No. 14-139  
Randy Terronez  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 28-2600-62170 Description: Physician & Other Contracted Current Balance: \$11,500	\$8,198	Account #: 28-2600-63300 Description: Travel	\$8,198
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**

Less contracted services (e.g., autopsies, etc.)

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

Additional training activity of former Coroner staff attending state Coroner/Medical Examiner conference and additional in-county mileage reimbursement.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *9<sup>00</sup>*  
*1-19-15*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature]* *1-19-15*

**REQUIRED APPROVAL**

Governing Committee

Finance Committee

DATE

1/19/15

COMMITTEE CHAIR

*[Signature]*

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

TO: FINANCE DIRECTOR      Date 01/13/2015  
Requested By PLANNING & DEVELOPMENT  
Department

Transfer No. 14-140  
COLIN BYRNES  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 64-6400-0000-61610 Description: PLANNING-HEALTH INS Current Balance: \$29,290	\$3,150.00	Account #: 64-6400-0000-67130 Description: PLANNING-TERMINALS & PC	\$3,150.00
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**

Reduction in staff and associated expenses resulted in underspending for 2014

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

2015 Budget recommendation to transfer and carryover funds

**FISCAL NOTE:**

Sufficient funding is available for transfer. *SS 1/20/15*

**ADMINISTRATIVE NOTE:**

Recommended *JB 1-20-15*

**REQUIRED APPROVAL**

DATE

Governing Committee

Finance Committee

**COMMITTEE CHAIR**

*[Signature]*

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-64200	TRAINING EXP				
		P1403887	12/12/2014	HIGHLINE CORPORATION	150.00
		P1404027	12/22/2014	SUNGARD BI TECH INC	320.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,080.00	4,092.57	0.00	470.00	6,517.43
<b>FINANCE DIRECTOR PROG TOTAL</b>				<b>470.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$470.00**

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: **FEB 05 2015**

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

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES				
		P1402612	12/31/2014	DIGGERS HOTLINE INC	36.54
		P1402741	12/29/2014	HIGHLINE CORPORATION	600.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	58,175.00	19,274.16	0.00	636.54	38,264.30
07-1430-0000-62400	R & M SERV				
		P1400549	12/23/2014	CINTAS FIRE PROTECTION	852.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	140,505.00	130,587.18	(0.01)	852.50	9,065.33
07-1430-0000-62421	COMPUTER EQUIP				
		P1403921	12/17/2014	CDW GOVERNMENT INC	1,887.04
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	3,378.59	154.56	1,887.04	3,579.81
07-1430-0000-63407	COMPUTER SUPPL				
		P1403939	12/26/2014	CDW GOVERNMENT INC	54.48
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	18,176.00	15,525.51	(0.01)	54.48	2,596.02
<b>INFORMATION TECHNOLOGY PROG TOTAL</b>				<b>3,430.56</b>	
07-1450-0000-67143	IT CROSS CHARGES				
		P1403736	12/12/2014	CDW GOVERNMENT INC	625.62
		P1403774	12/18/2014	BAYCOM INC	2,442.00
		P1403793	12/12/2014	CDW GOVERNMENT INC	89.31
		P1403826	12/23/2014	NETECH CORP	2,020.66
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	274,188.76	3,178.50	5,177.59	(82,544.85)
<b>IT-CROSS CHARGES PROG TOTAL</b>				<b>5,177.59</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$8,608.15**

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: **FEB 05 2015**

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

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



Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1410-0000-63100	OFC SUPP & EXP	P1401752	12/18/2014	B AND H PHOTO VIDEO INC	173.70
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,800.00	2,361.75	0.00	173.70	264.55
<b>COUNTY CLERK PROG TOTAL</b>				<b>173.70</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$173.70**  
 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: FEB 05 2015

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

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

2014 . . . ■

Rock County

COMMITTEE APPROVAL REPORT

01/28/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1933-0000-64904	SUNDRY EXPENSE	P1403737	12/22/2014	MMPR	353.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	7,800.00	3,765.63	0.00	353.75	3,680.62
<b>EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL</b>					<b>353.75</b>

I have examined the preceding bills and encumbrances in the total amount of **\$353.75**  
 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: FEB 05 2015

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

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62491	SOFTWARE MAINT	P1500174	01/01/2015	DIGICORP INC	5,700.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	188,979.00	22,842.26	11,450.93	5,700.00	148,985.81
<b>INFORMATION TECHNOLOGY PROG TOTAL</b>				<b>5,700.00</b>	
07-1438-0000-62491	SOFTWARE MAINT	P1500904	01/01/2015	SPILLMAN TECHNOLOGIES INC	81,088.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	218,520.00	0.00	133,980.00	81,088.00	3,452.00
<b>LAW RECORDS PROG TOTAL</b>				<b>81,088.00</b>	
07-1450-0000-62491	SOFTWARE MAINT	P1500884	01/01/2015	ROWEKAMP ASSOCIATES INC	483.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	384,140.00	155,255.19	79,225.53	483.00	149,176.28
<b>IT-CROSS CHARGES PROG TOTAL</b>				<b>483.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$87,271.00**  
 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: **FEB 05 2015**

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

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
10-1721-0000-63407 ENC	COMPUTER SUPPL	R1501037	01/16/2015	AMAZON.COM	209.99	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	4,260.00	0.00	0.00	209.99	4,050.01	
				<b>LAND RECORDS PROG TOTAL</b>	<b>209.99</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$209.99**

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: **FEB 05 2015**

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

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

2015 . . . ■

Rock County

COMMITTEE APPROVAL REPORT

01/28/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1540-0000-63200	PUBL/SUBCR/DUES	P1500684	01/08/2015	WISCONSIN COUNTY TREASURERS A	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	100.00	0.00	0.00	100.00	0.00
<b>COUNTY TREASURER PROG TOTAL</b>				<b>100.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$100.00**

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: **FEB 05 2015**

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

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

2015 . . . ■

Rock County

COMMITTEE APPROVAL REPORT

01/28/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
17-1710-0000-63103	LEGAL FORMS	P1500880	01/12/2015	DEPARTMENT OF HEALTH SERVICES	1,207.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,200.00	0.00	0.00	1,207.50	992.50
<b>REGISTER OF DEEDS PROG TOTAL</b>				<b>1,207.50</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$1,207.50**  
 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: **FEB 05 2015**

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

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

PURCHASE ORDER NUMBER P1302265 PEID 047607

### 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 1-27-15

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME SAMUELS GROUP

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN PROJECT

AMOUNT OF INCREASE \$ 11,820.42 SO 1/27/15

INCREASE FROM \$ 5,000.00 TO \$ 16,820.42

ACCOUNT BALANCE AVAILABLE \$ 797,087

REASON FOR AMENDMENT ADDITIONAL OWNERS REP SERVICES

### 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 R1500535

PEID 034619

## PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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DATE 12/18/2014

DEPARTMENT HUMAN SERVICES

COMMITTEE HUMAN SERVICES

VENDOR NAME EXCHANGE FAMILY RESOURCE CENTER

ACCOUNT NUMBER 36-3641-5015-64604

FUNDS DESCRIPTION PSSF Program Expense

AMOUNT OF INCREASE \$ 14,276.00

INCREASE FROM \$ 0.00 TO \$ 14,276.00

ACCOUNT BALANCE AVAILABLE \$ 68,046.00 SB 01/12/15

REASON FOR AMENDMENT Additional funding needed for parenting skills services.

### APPROVALS

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

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

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



PURCHASE ORDER NUMBER R1500535

PEID 034619

## PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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DATE 12/18/2014

DEPARTMENT HUMAN SERVICES

COMMITTEE HUMAN SERVICES

VENDOR NAME EXCHANGE FAMILY RESOURCE CENTER

ACCOUNT NUMBER 36-3641-5014-64604

FUNDS DESCRIPTION PSSF Program Expense

AMOUNT OF INCREASE \$ 28,551.00

INCREASE FROM \$ 0.00 TO \$ 28,551.00

ACCOUNT BALANCE AVAILABLE \$ 96,597.00 SB 01/12/15

REASON FOR AMENDMENT Additional funding needed for parenting skills services.

### APPROVALS

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

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

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

PURCHASE ORDER NUMBER R1500535

PEID 034619

## 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 12/18/2014

DEPARTMENT HUMAN SERVICES

COMMITTEE HUMAN SERVICES

VENDOR NAME EXCHANGE FAMILY RESOURCE CENTER

ACCOUNT NUMBER 36-3641-5013-64604

FUNDS DESCRIPTION PSSF Program Expense

AMOUNT OF INCREASE \$ 14,276.00

INCREASE FROM \$ 0.00 TO \$ 14,276.00

ACCOUNT BALANCE AVAILABLE \$ 110,873.00 SB 01/12/15

REASON FOR AMENDMENT Additional funding needed for parenting skills services.

### APPROVALS

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

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

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

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT  
INITIATED BY



Mickey Crittenden, Director of IT  
DRAFTED BY

Finance Committee  
SUBMITTED BY

January 27, 2015  
DATE DRAFTED

**Authorizing Purchase of Budgeted Network Servers**

- 1 **WHEREAS**, the improvement and upgrade of the County's network server capacity is an active
- 2 Information Technology strategic initiative and Capital Improvement Program project; and,
- 3
- 4 **WHEREAS**, the replacement of older and under-performing servers is a key component for meeting
- 5 the current and future network server requirements associated with the County systems; and,
- 6
- 7 **WHEREAS**, the 2015 Information Technology Capital Projects budget (07-1444-0000-67131) did
- 8 include funding for the replacement of aging and under-performing general purpose servers; and,
- 9
- 10 **WHEREAS**, the Information Technology Department staff did specify the configuration of 6 Cisco
- 11 UCS replacement network servers and associated components; and,
- 12
- 13 **WHEREAS**, the specified Cisco servers will be purchased using the pricing and terms of the State of
- 14 Wisconsin Cisco Contract #15-20664-002.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 17 this \_\_\_\_\_ day of \_\_\_\_\_, 2015 that a Purchase Order for a Cisco enclosure and Cisco
- 18 blade servers be issued to NETech Corp. of Madison, WI in the amount of \$70,784.10.
- 19
- 20 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval and acceptance
- 21 by the Finance Committee.

Respectfully submitted,

**FINANCE COMMITTEE**

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

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

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

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

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

Authorizing Purchase of Budgeted Network Servers  
Page 2

FISCAL NOTE:

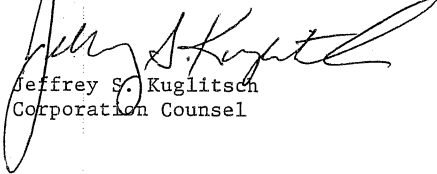
Sufficient funds are available in the IT Capital Projects account, A/C 07-1444-0000-67131, for the cost of these servers. This account is funded by Sales Tax revenue.



Sherry Oja  
Finance Director

LEGAL NOTE:

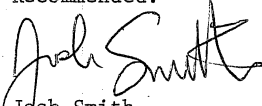
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Jqsh Smith  
County Administrator

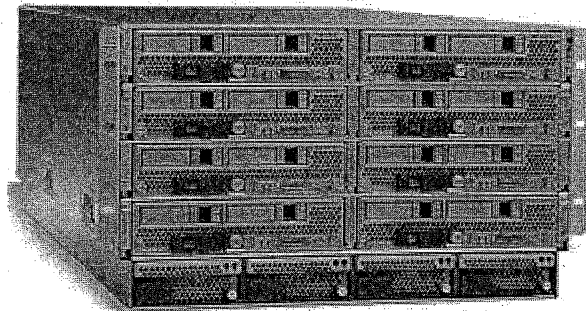
## Executive Summary for the Purchase of Network Servers

As one of the budgeted 2015 IT Capital Projects, this purchase will replace 5 aging and under-performing general application servers and add capacity to the County's virtual server farm. The server purchase includes:

- 6 Cisco UCS physical Blade Servers for hosting general business applications and databases within the County's virtual server environment;
- 6 UCS Director Licenses for Server Management;
- All associated memory and cables;
- Installation and three years' maintenance and support.

The Blade Servers will be located in the data center at the Health Care Center. They will be network-attached and use the County's Storage Area Network for primary disk storage. These servers will have a useful life to the County of 5 – 7 years.

The total cost of the Cisco UCS Blade Servers and associated component, as listed above is \$70,784.10, and will be purchased from NETech Corp. of Madison, WI using the pricing and terms of the State of Wisconsin Cisco contract #15-20664-002.



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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Sara Mooren  
DRAFTED BY

Human Services Board  
SUBMITTED BY

January 16, 2015  
DATE DRAFTED

**Amending the 2015 Budget to Accept Brighter Futures Initiative Funding**

1 **WHEREAS**, the Wisconsin Department of Children and Families has awarded the Human Services  
2 Department \$36,771 of continuation funding for two months under the Brighter Futures Initiative grant  
3 program; and,  
4

5 **WHEREAS**, the Brighter Futures Initiative (BFI) promotes healthy families and youth; school readiness  
6 for children; child safety in their families and communities; and successful navigation from childhood to  
7 adulthood; and,  
8

9 **WHEREAS**, Rock County was one of a select group of counties that had historically received Brighter  
10 Futures funding annually prior to the state issuing a 2015 statewide request for proposals with only one  
11 award per each of the five designated regions; and,  
12

13 **WHEREAS**, although HSD was not the successful applicant the state offered funding for January and  
14 February in recognition that Rock County may have service providers that need to change or discontinue  
15 services; and,  
16

17 **WHEREAS**, these continuation funds that need to be expended by February 28<sup>th</sup> will provide Rock  
18 County and community partners additional funding during this transition time.  
19

20 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
21 this \_\_\_\_\_ day of \_\_\_\_\_, 2015, does hereby accept of \$36,771 in Brighter Futures  
22 Initiative funding and the Human Services Department budget for 2015 be amended as follows:  
23

Account/Description	Budget 1/1/15	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3641-0000-42100 Federal Aid	0	36,771	36,771
<u>Use of Funds</u>			
36-3641-0000-64604 Program Expense	0	36,771	36,771

Amending the 2015 Budget to Accept Brighter Futures Initiative Funding

Page 2

Respectfully submitted,

HUMAN SERVICES BOARD

\_\_\_\_\_  
Brian Knudson, Chair

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

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

\_\_\_\_\_  
Linda Garrett

\_\_\_\_\_  
Billy Bob Grahn

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Shirley Williams

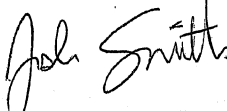
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

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


ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

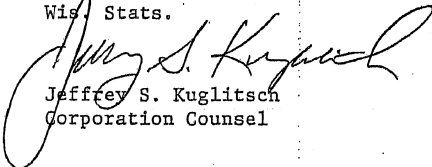
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$36,771 in Federal Aid for the Brighter Futures program. No County matching funds are required.

  
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

## Amending the 2015 Budget to Accept Brighter Futures Initiative Funding

### **Executive Summary**

The Wisconsin Department of Children and Families has awarded the Human Services Department \$36,771 of continuation funding for two months under the Brighter Futures Initiative grant program. The Brighter Futures Initiative (BFI) promotes healthy families and youth; school readiness for children; child safety in their families and communities; and successful navigation from childhood to adulthood.

Rock County was one of a select group of counties that had historically received Brighter Futures funding annually prior to the state issuing a 2015 statewide request for proposals. Rock County had received \$220,624 per year. Only one award was made per each of the five designated regions and Dane County was awarded the funding for the Southern Region.

Although HSD was not the successful applicant, the state offered funding for January and February in recognition that Rock County may have service providers that need to change or discontinue services. These continuation funds need to be expended by February 28<sup>th</sup> and will provide Rock County and community partners additional funding during this transition time.





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OE400SPS

# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
FWLC820	4119697	1/28/2015

**BILL TO:**  
 TJ JOHNSON  
 3530 N COUNTY HWY F

**SHIP TO:**  
 ROCK COUNTY INFORMATION  
 TECHNOLOGY  
 Attention To: DAVE TINKER  
 3530 N COUNTY HWY F

Accounts Payable  
 JANESVILLE, WI 53545-0766

JANESVILLE, WI 53545-0766  
 Contact: DAVE TINKER 608.757.5031

Customer Phone #608.757.5035

Customer P.O. # LENOVO QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ADAM FLYNN 866.723.3621		DROP SHIP-COMMON CARRIER	Net 30 Days-Govt State/Local	GOVT-EXEMPT
QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	3347159	LVO NAS APP PX12-450R SC 48TB WWR Mfg#: 70C99006WW Contract: Wisconsin Lenovo WSCA NASPO B27168 15-20400-905	5,900.00	5,900.00
SUBTOTAL				5,900.00
FREIGHT				0.00
TAX				0.00
<b>TOTAL</b>				<b>5,900.00</b>

US Currency

CDW Government  
 230 North Milwaukee Ave.  
 Vernon Hills, IL 60061

Fax: 847.968.1303

**Please remit payment to:**  
 CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515

## **Authorization for Purchasing a Lenovo Network-Attached Storage Device**

One of the 2015 IT Strategic Initiatives is the expansion of the County's information storage capacity. Part of that project includes implementing a Network-Attached Storage (NAS) device to be used for managing archived system backups and other file-based storage needs. The IT Department would like to proceed with that plan to implement a Lenovo 48 Terabyte NAS appliance, Model PX-12-450R SC.

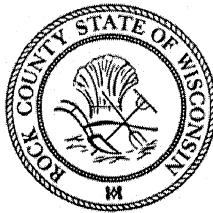
This device will be located in the Courthouse Ground-Floor PBX Room and will be used initially for off-site archiving of backups of systems that are housed in the County's Data Center at the Health Care Center. Additionally, the device will be used for expanding the storage capacity of the Courthouse file server.

With the Finance Committee's approval, the IT Department requests authorization to purchase the Lenovo NAS device for \$5,900 from CDW-G according to the terms of the contract Wisconsin Lenovo WSCA NASPO B27168 15-20400-905.

*ROCK COUNTY, WISCONSIN*

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

*Lori Stottler, Rock County Clerk  
Maureen K. Johnson, Deputy*



*Office (608) 757-5660  
Fax (608) 757-5662  
[www.co.rock.wi.us](http://www.co.rock.wi.us)  
[stottler@co.rock.wi.us](mailto:stottler@co.rock.wi.us)*

January 20, 2015

To: Finance Committee Chair Mawhinney and committee members  
Cc: Craig Knutson, Administrator

Re: Semi-Annual Report Attendance at Conventions/Conferences

---

Dear Chair Mawhinney and Committee members;

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

Please allow this memo to serve as notice of reporting that the County Clerk's office did not attend any training, conventions or conferences exceeding \$1,000.00 per event, per employee between July 1 and December 31, 2014.

*Thank you.*

A handwritten signature in cursive script, appearing to read "Lori Stottler".

Lori Stottler  
Rock County Clerk

**MEMORANDUM**

**DATE:** January 20, 2015  
**TO:** Finance Committee  
**FROM:** Sherry Oja, <sup>SO</sup> Finance Director  
**RE:** Semi-Annual Report of Training Costs Exceeding  
\$1,000 per Employee per Event

In accordance with Resolution 06-9A-087, adopted September 14, 2006, this is to advise you that no Financial Services staff incurred training costs exceeding \$1,000 per event for the period July 1, 2014 through December 31, 2014.

Please contact me if you have any questions on this matter.

**cc:** Josh Smith

[Out of State Training Report to Finance Committee]

Information Technology  
Semi-Annual Report  
Training/Conferences over \$1,000  
07/01/2014 – 12/31/2014

Date	Staff	Class	Location	Mileage Food	Hotel	Air/Misc	HP9000 HP3000	Network	Misc.	Total
09/28 – 10/03	Dara	Spillman	Salt Lake, UT	\$199.04	\$605.00	\$495.20			N/C	\$1,299.24
10/27 – 10/31	Dave	Cisco Data	Madison, WI	*	*	*		\$2,956.00		\$2,956.00
Total				\$199.04	\$605.00	\$495.20		\$2,956.00		\$4,255.24

\*On-line class, no other expenses.

ROCK COUNTY, WISCONSIN



**Real Property  
Description Department**

51 South Main Street  
Janesville, WI 53545  
(608) 757-5610

MEMORANDUM

DATE: January 8, 2015

TO: Finance Committee

FROM: Michelle Schultz, Real Property Lister/LIO *MS*

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

Land Records funds were used to send three members of the Land Records Committee to the 2014 International ESRI Conference in San Diego, California July 14<sup>th</sup> – 18<sup>th</sup> 2014. This cost exceeded \$1,000.00 per individual. Please see attached report for actual amounts.

Cc: Josh Smith

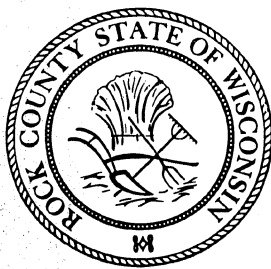
# Semi-Annual Report on Travel cost's which exceed \$1,000

For July - December 2014

## Land Records

ESRI International User Conference July 14 - 18, 2014 San Diego, CA

	Other				Other Air				Conference		Total
	Mileage	Transportation	Parking	Baggage	Fees	Airfare	Lodging	Meals	Registration		
Jason Houle - County Surveyor		\$85.00			\$136.00	\$489.00	\$811.05	\$146.03	n/c		\$1,531.08
Kris Pehl - 911 Communications		\$58.00				\$426.00	\$811.05	\$129.38	n/c		\$1,424.43
									n/c		\$0.00



## MEMO

**DATE:** January 8, 2015

**TO:** Mary Mawhinney, Chair  
Finance Committee

**FROM:** Randy Leyes  
Rock County Register of Deeds

**SUBJECT:** Semi-Annual Report – Attendance at Conventions/Conferences

This is to advise you that the Register of Deeds office did not have any training, conventions, or conferences that exceeded the total cost of \$1,000 per event/per employee for the period of July 1, 2014 through December 31, 2014.

Cc: Josh Smith, County Administrator



## MEMO

**To:** Finance Committee  
**From:** Vicki Brown, Rock County Treasurer  
**Date:** January 8, 2015  
**Re:** Semi-Annual Report – Attendance at Conferences/Conventions

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

Cc: Josh Smith