



**Amended
7/31/12**

**FINANCE COMMITTEE
THURSDAY, AUGUST 2, 2012 - 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. Committee Review and Approval of Per Meeting Allowances
4. Approval of Minutes – July 19, 2012
5. Review and Comments on the 2011 Certified Audit – Baker Tilly Virchow Krause, LLP
6. Transfers and Appropriations
 - A. Planning
7.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) Developmental Disabilities Board (3)
 - E. Approval of Bills for Other Departments
8. Resolution
 - A. Approving Contract for Dependent Eligibility Audit
 - B. Authorizing Purchase of Cisco Network Equipment for Rock Haven
 - C. Authorizing Purchase of Mitel Telephone System Equipment
9. Review of Resolution
 - A. Amending the Sheriff's 2012 Budget to Use Equitably Shared Funds
 - B. Accepting Rock County Community Transformation Grant and Amending the 2012 Rock County Health Department Budget
10. Purchasing Procedural Endorsement
 - A. Authorizing Purchase of Solar Shades and Blinds for Rock Haven (Contingent upon General Services Approval)
 - B. Authorizing Purchase of Floor Cleaning Equipment for Rock Haven (Contingent upon General Services Approval)
 - C. Authorizing Purchase and Installation of Microwave Link to Blackhawk Technical College (Contingent upon Public Safety and Justice Committee Approval)

**D. Rock County Public Safety Analog to Digital Voice Radio Conversion
Additional Equipment and Labor (Contingent upon Public Safety and Justice
Committee Approval)**

11. Semi-Annual Report
 - A. County Clerk
 - B. Finance
 - C. Information Technology
 - D. Land Information
 - E. Register of Deeds
 - F. Treasurer

12. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

12-21

Transfer No.

Requested by Planning

Paul Benjamin

Department

Department Head

7/17/12

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
64-64000-0000-61100	Wages	22,400

TO

ACCOUNT #	DESCRIPTION	AMOUNT
64-6400-0000-62119	Other Contracted Svc	22,400

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ERK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

7/26/12

COMMITTEE CHAIR

Adams

Approved 4-0 1 absent

File

JUL 18 2012

12-21

DATE: 7/17/2012

ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: PLANNING

Department

[Signature]
Department Head Signature

FROM:	AMOUNT
ACCOUNT #: 64-6400-0000-61100 DESCRIPTION: Planning - Regular Wages	\$ 22,400.00
CURRENT BALANCE: \$ 279,978 7-18-12 PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 64-6400-0000-62119 DESCRIPTION: Planning - Other Contracted Services	\$ 22,400.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPEC Vacancy in Planning Staff positions.

REASON TRANSFER IS NECESSARY - BE SPECIFIC: To allocate the expense from Resolution 12-7A-076, which authorizes a contracted employee to perform the production of Water Quality Planning, Farmland Preservation Planning, and Town Zoning Ordinance revisions.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-68010	EXP.ALLOCATIONS	0.00 100.0%	192,50	-79,63	-112.87		
	P1201204-PO# 08/01/12 -VN#040481			RHYME BUSINESS PRODUCTS		8,693.59	
	P1201587-PO# 08/01/12 -VN#045400			STATELINE COPY PRODUCTS INC		201.21	
ENC	R1202613-PO# 07/12/12 -VN#044943			CARDMEMBER SERVICES		88.63	
ENC	R1202703-PO# 07/25/12 -VN#036201			AMAZON.COM		53.98	
				CLOSING BALANCE		-9,150.28	9,037.41
	FINANCE DIRECTOR		PROG-TOTAL-PO				9,037.41

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$9,037.41 INCURRED BY FINANCE DIRECTOR. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

AUG 02 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414100000-63101	POSTAGE	300.00 56.5%	169.75	0.00	130.25		
		08/01/12 -VN#046469	STOTTLER, LORI			65.04	
			CLOSING BALANCE		65.21		65.04
	COUNTY CLERK		PROG-TOTAL-PO			65.04	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$65.04 INCURRED BY COUNTY CLERK. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

AUG 02 2012 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414110000-63100	OFC SUPP & EXP	4,877.00 56.9%	2,901.15	-125.54	2,101.39		
		08/01/12 -VN#046469	STOTTLER,LORI			14.99	
		P1201371-PO# 08/01/12 -VN#050412	PAPER RECOVERY SERVICE CORPORA			148.68	
			CLOSING BALANCE		1,937.72		163.67
1414110000-63103	LEGAL FORMS	70,515.00 88.9%	62,695.46	0.00	7,819.54		
		P1201090-PO# 08/01/12 -VN#011141	BEAR GRAPHICS INC			215.40	
		P1201740-PO# 08/01/12 -VN#051346	INTERNATIONAL PLASTICS INC			416.00	
			CLOSING BALANCE		7,188.14		631.40
		ELECTIONS	PROG-TOTAL-PO			795.07	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$795.07 INCURRED BY ELECTIONS. 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.
 FINANCE

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

AUG 02 2012 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1515410000-64901	TAX DEED EXP	20,000.00 35.4%	7,097.46	0.00	12,902.54		
	P1202431-PO# 08/01/12 -VN#013607		JANESVILLE GAZETTE INC			7,168.53	
			CLOSING BALANCE		5,734.01		7,168.53
			TAX DEED EXPENSE	PROG-TOTAL-PO		7,168.53	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,168.53 INCURRED BY TAX DEED EXPENSE. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

AUG 02 2012 DATE _____ CHAIR

Account Number	Name	Yearly Prort Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62119	OTHER SERVICES	69,134.00 37.0%	20,183.04	5,442.94	43,508.02		
	P1202406-PO# 08/01/12 -VN#033867			DIGGERS HOTLINE INC		24.36	
				CLOSING BALANCE	43,483.66		24.36
0714300000-62400	R & M SERV	210,888.00 44.3%	74,731.86	18,776.43	117,379.71		
	P1200141-PO# 08/01/12 -VN#019713			GENERAL HEATING AND ATR CONDIT		2,431.50	
				CLOSING BALANCE	114,948.21		2,431.50
0714300000-62421	COMPUTER EQUIP	9,000.00 43.5%	5,186.95	-1,271.57	5,084.62		
	P1200144-PO# 08/01/12 -VN#036454			PARTS NOW		224.00	
	P1200147-PO# 08/01/12 -VN#041552			ENTRE COMPUTER SOLUTIONS		120.00	
	P1202231-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		1,419.32	
	P1202286-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		292.56	
	P1202350-PO# 08/01/12 -VN#041544			HEWLETT PACKARD DIRECT CDWG		364.27	
				CLOSING BALANCE	2,664.47		2,420.15
0714300000-62491	SOFTWARE MAINT	607,189.00 66.8%	362,171.65	43,773.83	201,243.52		
	P1202108-PO# 08/01/12 -VN#035544			NOVELL INC		27,292.98	
	P1202217-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		10,800.00	
	P1202218-PO# 08/01/12 -VN#048557			WINMAGIC DATA SECURITY		588.00	
				CLOSING BALANCE	162,562.54		38,680.98
0714300000-63407	COMPUTER SUPPL	16,103.00 32.0%	4,156.28	1,011.10	10,935.62		
	P1202275-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		36.70	
	P1202284-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		100.59	
	P1202292-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		498.16	
	P1202315-PO# 08/01/12 -VN#052084			CABLES PLUS LLC		720.87	
	P1202363-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		22.84	
	P1202381-PO# 08/01/12 -VN#052084			CABLES PLUS LLC		400.07	
				CLOSING BALANCE	9,156.39		1,779.23
0714300000-67130	TERMINALS/PC'S	127,049.00 36.7%	23,983.40	22,752.00	80,313.60		
	P1202093-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		4,494.00	
	P1202132-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		27.88	
	P1202219-PO# 08/01/12 -VN#050382			DELL		1,998.00	
				CLOSING BALANCE	73,793.72		6,519.88
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00 82.1%	32,603.77	8,489.36	8,906.87		
	P1201873-PO# 08/01/12 -VN#051372			TEAMINTEL		183.00	
	P1202150-PO# 08/01/12 -VN#049448			TIME CLOCK PLUS		5,832.12	
	P1202173-PO# 08/01/12 -VN#050382			DELL		2,070.84	
	P1202174-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		1,498.00	
	P1202222-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		99.65	
	P1202229-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		98.91	
	P1202285-PO# 08/01/12 -VN#033353			CDW GOVERNMENT INC		505.06	

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
*** OVERDRAFT ***				CLOSING BALANCE		-1,380.71	10,287.58
0714350000-62400	R & M SERV	78,250.00 85.8%	67,143.00	0.00	11,107.00		
		P1202354-PO# 08/01/12 -VN#047818	ENTERPRISE SYSTEMS GROUP			1,062.00	
				CLOSING BALANCE		10,045.00	1,062.00
0714350000-62491	SOFTWARE MAINT	1,050.00 0.0%	0.00	0.00	1,050.00		
		P1202407-PO# 08/01/12 -VN#038807	STUFF SOFTWARE INC			995.00	
				CLOSING BALANCE		55.00	995.00
0714350000-63407	COMPUTER SUPPL	350.00 0.0%	0.00	0.00	350.00		
		P1202247-PO# 08/01/12 -VN#033353	CDW GOVERNMENT INC			123.30	
				CLOSING BALANCE		226.70	123.30
INFORMATION TECH PROG-TOTAL-PO						64,323.98	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$64,323.98 INCURRED BY INFORMATION TECHNOLOGY. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
AUG 02 2012 DATE _____ CHAIR

PURCHASE ORDER NUMBER P1200416 PEID 012080

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 send 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).

DEPARTMENT DD Board
COMMITTEE Rock Co. DD Board
VENDOR NAME Creative Community Living Services
ACCOUNT NUMBER ~~23-310~~ 33-3310-0000-62604
FUNDS DESCRIPTION CIP 1B
AMOUNT OF INCREASE \$ 22,334
INCREASE FROM \$ 1,992,614 TO \$ 2,014,948
ACCOUNT BALANCE AVAILABLE \$ 2,704,360.04 SB 7/9/12
REASON FOR AMENDMENT One CLTS client moving
into CIP 1B Services

APPROVALS

GOVERNING COMMITTEE Marilyn Jensen 7-18-2012
Chair Date

FINANCE COMMITTEE _____
(if over \$10,000) Chair Date

COUNTY BOARD _____
(if over \$10,000) Resolution # Adoption Date

- WHITE - COMMITTEE
- YELLOW - PURCHASING
- PINK - DEPARTMENT

PURCHASE ORDER NUMBER P1200432 PEID 042854

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 send 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).

DEPARTMENT DD Board
COMMITTEE Rock co. DD Board
VENDOR NAME Secured Living
ACCOUNT NUMBER 33-3310-0000-62604
FUNDS DESCRIPTION CIP IB
AMOUNT OF INCREASE \$ 25,126
INCREASE FROM \$ 377,743 TO \$ 402,869
ACCOUNT BALANCE AVAILABLE \$ \$2,705,173.99 SB 7/6/12
REASON FOR AMENDMENT An increase in care rate
for one current residential client

APPROVALS

GOVERNING COMMITTEE Marilyn Jensen 7-18-2012
Chair Date

FINANCE COMMITTEE _____
(if over \$10,000) Chair Date

COUNTY BOARD _____
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P1200416 PEID 012080

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 send 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).

DEPARTMENT DD Board
COMMITTEE Rock co. DD Board
VENDOR NAME Creative Community Living Services
ACCOUNT NUMBER 33-3310-0000-62620
FUNDS DESCRIPTION CIP IA
AMOUNT OF INCREASE \$ 158,951
INCREASE FROM \$ 189,134 TO \$ 348,085
ACCOUNT BALANCE AVAILABLE \$ 315,855.65 SB 7/9/12
REASON FOR AMENDMENT One current CIP IB Residential
Client moving into a CIP IA slot.

APPROVALS

GOVERNING COMMITTEE Marilyn Jensen 7-18-2012
Chair Date

FINANCE COMMITTEE _____
(if over \$10,000) Chair Date

COUNTY BOARD _____
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Dave O'Connell, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

July 18, 2012
DATE DRAFTED

APPROVING CONTRACT FOR DEPENDENT ELIGIBILITY AUDIT

- 1 **WHEREAS**, Willis of Ohio, Inc., hereinafter referred to as "Willis of Ohio" is in the business of
- 2 providing risk management services, assessing the insurance needs of its clients and placing insurance
- 3 coverage related to clients needs; and
- 4
- 5 **WHEREAS**, Willis of Ohio is in the business of providing Dependent Eligibility Audits; and,
- 6
- 7 **WHEREAS**, Rock County desires to make sure that only those dependents of current or former
- 8 employees who are legitimately entitled to be receiving health and pharmacy benefits from the
- 9 County's health and pharmacy plans are receiving the benefits; and
- 10
- 11 **WHEREAS** Rock County desires to utilize the consultant services of Willis of Ohio to perform a
- 12 Dependent Eligibility Audit in 2012 to identify anyone who should not be receiving such benefits.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 15 assembled this ____ day of _____, 2012, does hereby authorize the execution of a contract
- 16 with Willis of Ohio for \$22,100 to conduct a Dependent Eligibility Audit in 2012.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni
J. Russell Podzilni, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

Eva Arnold
Eva Arnold

Henry Brill
Henry Brill

Betty Jo Bussie
Betty Jo Bussie

Absent
Mary Mawhinney

Marilynn Jensen
Marilynn Jensen

Louis Peer
Louis Peer

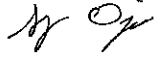
Kurtis L. Yankee
Kurtis Yankee

APPROVING CONTRACT FOR DEPENDENT ELIGIBILITY AUDIT

Page 2

FISCAL NOTE:

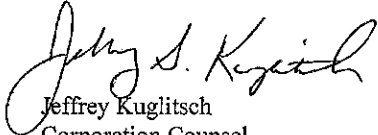
Sufficient funds are available in the Health Insurance Trust Fund for this contract.



Sherry Oja
Finance Director

LEGAL NOTE:

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



Jeffrey Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Mickey Crittenden
DRAFTED BY

Finance Committee
SUBMITTED BY

July 24, 2012
DATE DRAFTED

AUTHORIZING PURCHASE OF CISCO NETWORK EQUIPMENT FOR ROCK HAVEN

- 1 **WHEREAS**, the Rock Haven project plan calls for the facility to be adequately provisioned with
- 2 networking infrastructure for both voice and data systems; and,
- 3
- 4 **WHEREAS**, the network infrastructure will meet the current and future needs of all Rock Haven
- 5 applications and users; and,
- 6
- 7 **WHEREAS**, the Rock Haven network plan includes the installation of wired and wireless network
- 8 capabilities; and,
- 9
- 10 **WHEREAS**, the Information Technology portion of the Rock Haven project plan did specify funds for
- 11 network infrastructure devices; and,
- 12
- 13 **WHEREAS**, the Information Technology Department staff did specify the configuration of the
- 14 required network equipment; and,
- 15
- 16 **WHEREAS**, the specified network equipment will be purchased using the pricing and terms of the
- 17 State of Wisconsin Cisco contract #15-20664-001.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 20 assembled this ____ day of ____, 2012 that a Purchase Order for network equipment be issued to
- 21 Core BTS, Inc. in the amount of \$40,333.24.

Respectfully submitted,

FINANCE COMMITTEE

PURCHASING PROCEDURAL ENDORSEMENT

Mary Mawhinney, Chair

Reviewed and approved on a vote of

Sandra Kraft, Vice Chair

Mary Beayer

Mary Mawhinney, Chair

Brent Fox

J. Russell Podzilni

AUTHORIZING PURCHASE OF CISCO NETWORK EQUIPMENT FOR ROCK HAVEN
Page 2

FISCAL NOTE:

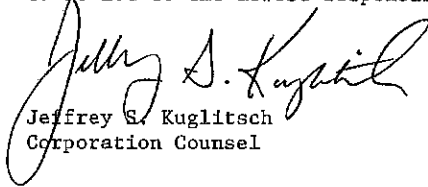
Sufficient funds are available in the Rock Haven Building Project capital account, A/C 18-1851-0000-67200, for the cost of these purchases.



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.



Craig Knutson
County Administrator

Executive Summary

Purchase of Cisco Network Equipment for Rock Haven

The new Rock Haven construction project includes provisioning the new facility with network infrastructure equipment for the purpose of delivering adequate network capacity and security for all Rock Haven systems and users. The Rock Haven network will provide for the current and future needs of the facility voice and data networked systems.

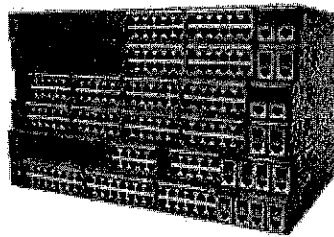
The purchase includes the following network equipment and associated components:

This network equipment is projected to have a life-span of approximately 10 years.

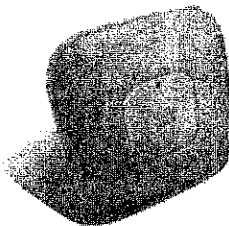
The network equipment will cost \$40,333.24 and will be purchased from Core BTS using the pricing and terms of the State of Wisconsin contract #15-20664-001.



Cisco 5508 Wireless Controller



Cisco 2960S Switches



Cisco 1140 Wireless Access Point

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Mickey Crittenden
DRAFTED BY

Finance Committee
SUBMITTED BY

July 24, 2012
DATE DRAFTED

AUTHORIZING PURCHASE OF MITEL TELEPHONE SYSTEM EQUIPMENT

- 1 **WHEREAS**, the replacement of aging Mitel PBX switches with new Internet Protocol (IP)-based PBX
- 2 switches for the County's phone system is a budgeted IT project; and,
- 3
- 4 **WHEREAS**, the new Rock Haven project plan includes the installation of new voice-over-IP phones
- 5 and associated system components; and
- 6
- 7 **WHEREAS**, the Information Technology Department has specified the replacement IP-based PBX
- 8 switches for the County's phone system and the necessary telephone system equipment for the new
- 9 Rock Haven facility; and,
- 10
- 11 **WHEREAS**, the funding for this purchase will be provided in combination of the Rock Haven
- 12 Construction project budget (\$51,677.10) and the Information Technology Capital Projects Account
- 13 (\$97,410.00); and,
- 14
- 15 **WHEREAS**, the specified telephone system components will be purchased from the County's
- 16 authorized Mitel telephone system provider.
- 17
- 18 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 19 assembled this ____ day of ____, 2012 that a Purchase Order for Mitel telephone system equipment
- 20 is issued to Enterprise Systems Group in the amount of \$149,087.10.

Respectfully submitted,

FINANCE COMMITTEE

PURCHASING PROCEDURAL ENDORSEMENT

Mary Mawhinney, Chair

Reviewed and approved on a vote of

Sandra Kraft, Vice Chair

Mary Beaver

Mary Mawhinney, Chair

Brent Fox

J. Russell Podzilni

AUTHORIZING PURCHASE OF MITEL TELEPHONE SYSTEM EQUIPMENT

Page 2

FISCAL NOTE:

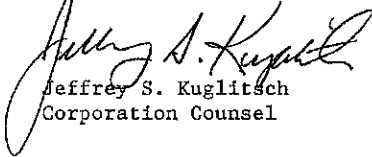
Sufficient funding is available in the Rock Haven Building Project capital account, A/C 18-1851-0000-67200, and the IT Capital Projects account, A/C 07-1444-0000-67171, for the cost of these purchases.



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.



Craig Knutson
County Administrator

Executive Summary

Purchase of Mitel Telephone System Equipment

The replacement of the County's aging Mitel PBX phone system switches with new Internet Protocol (IP)-based PBX switches is a budgeted capital project for the Information Technology Department. The installation of the new IP-based telephone system switches will establish an infrastructure that will support a voice-over-IP environment for County operations. Additionally, the new Rock Haven project plan includes the installation of new voice-over-IP phones and associated components throughout the new facility.

The following are the telephone system components that are attributable specifically to the replacement of the aging PBX phone system switches:

- Mitel IP-based PBX Switch, components, and installation for the Eclipse Center in Beloit (\$18,419.70);
- Mitel IP-based PBX Switch, components, and installation for the Job Center (\$18,419.70);
- Mitel IP-based PBX components and installation for the Courthouse (\$15,996.20);
- 3 Mitel phone system consoles (\$5,062.50);
- Mitel IP-based PBX Switch, components, and installation for the Highway 51 Complex (\$39,511.90).

The following are the voice-over-IP phones and associated components for the new Rock Haven facility:

- 96 Mitel IP phone sets (\$13,506.75);
- 1 Mitel IP conference room saucer (\$438.75);
- 4 Mitel IP paging units (\$1,755.00), and
- Associated components, licenses, and installation (\$35,976.60).

The costs attributable to the County PBX phone system switch replacements total \$97,410.00.

The costs attributable to the new Rock Haven facility project totals \$51,677.10.

The total cost is \$149,087.10, and the purchase will be made from Enterprise Systems Group, the County's authorized Mitel telephone system provider.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Robert D. Spoden, Sheriff
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

July 10, 2012
DATE DRAFTED

Amending the Sheriff's 2012 Budget to Use Equitably Shared Funds

- 1 **WHEREAS**, federal law authorizes the Attorney General to share federally forfeited property with
- 2 participating state and local law enforcement agencies through the Department of Justice Asset Forfeiture
- 3 Program; and,
- 4
- 5 **WHEREAS**, equitably shared funds are required to be used by law enforcement agencies for law
- 6 enforcement purposes only; and,
- 7
- 8 **WHEREAS**, the intent of the transfer is to enhance law enforcement, and it must increase, not supplant
- 9 the recipient's appropriated operating budget; and,
- 10
- 11 **WHEREAS**, for their participation in the program, and through the efforts of the Special Investigations
- 12 Unit and the Detective Bureau, the Sheriff's Office received funds in the amount of \$119,809; and,
- 13
- 14 **WHEREAS**, the Sheriff's Office plans to use the funds to purchase capital items and supply items listed
- 15 in the executive summary.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 18 this _____ day of _____, 2012, that the 2012 budget be amended as follows:
- 19

Account/Description	Budget 01/01/12	Increase (Decrease)	Amended Budget
Source of Funds			
21-2195-0000-46000 Contributions	- 0 -	\$119,809.00	\$119,809.00
Use of Funds			
21-2195-0000-62210 Telephone	- 0 -	\$492.00	\$492.00
21-2195-0000-63100 Office Supplies	- 0 -	\$2,375.00	\$2,375.00
21-2195-0000-63409 Crime Scene Supplies	- 0 -	\$1,500.00	\$1,500.00
21-2195-0000-63904 Policing/ 1 st Aid Supplies	- 0 -	\$1,968.00	\$1,968.00
21-2195-0000-63908 Investigative Expenses	- 0 -	\$1,500.00	\$1,500.00
21-2195-0000-64701 Software Purchase	- 0 -	\$15,000.00	\$15,000.00
21-2195-0000-67105 Sheriff's Vehicles	- 0 -	\$50,000.00	\$50,000.00

Amending the Sheriff's 2012 Budget to Accept and Use Equitably Shared Funds

Page 2

47	21-2195-0000-67171			
48	Capital Assets-\$1,000/More	- 0 -	\$46,974.00	\$46,974.00

Respectfully submitted,

Public Safety and Justice Committee

Finance Committee Endorsement
Reviewed and approved on a vote of

Ivan Collins, Chair

Henry Brill, Vice Chair

Mary Beaver


Brian Knudson

Larry Wiedenfeld

Mary Mawhinney, Chair

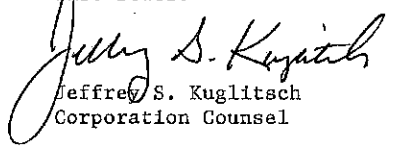
FISCAL NOTE:

This resolution authorizes a transfer in from the Sheriff's Trust Account, FBI Forfeitures, A/C 00-0000-0070-29637, which has a current balance of \$199,198.00


Sherry Oja
Finance Director


LEGAL NOTE:

As an amendment to the adopted 2012 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

Amending the Sheriff's 2012 Budget to Use Equitably Shared Funds

The Department of Justice Asset Forfeiture Program is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations and deprives wrongdoers of the proceeds of their crimes. Federal law authorizes the Attorney General to share federally forfeited property with participating state and local law enforcement agencies.

Equitably shared funds are required to be used by law enforcement agencies for law enforcement purposes only. The intent of the transfer is to enhance law enforcement. It must increase, not supplant the recipient's appropriated operating budget.

For their participation in the program, and through the efforts of the Special Investigations Unit (SIU) and the Detective Bureau, the Sheriff's Office received funds in the amount of \$119,809. The focus of the SIU is drug investigations. The SIU conducts investigations that involve heroin, powder and crack cocaine, marijuana, prescription medications, and indoor and outdoor marijuana grow operations. The unit also assists the Detective Bureau and Patrol Division in other types of criminal investigations including major burglary investigations.

The Sheriff's Office plans to use \$119,809 of equitably shared funds to purchase capital items and supply items to assist the patrol, detective, and SWAT units and the support services area.

62210	Wireless air card	\$492
63100	Desks, front office (5)	\$2,375
63409	Crime scene supplies	\$1,500
63904	Regional wall maps (4)	\$1,132
63904	Regulatory buoys	\$836
63908	Investigative expenses	\$1,500
64701	VeriPic digital media evidence storage system	\$15,000
67105	Vehicle for K9	\$50,000
67172	K9 and associated training	\$12,500
67172	Automatic license plate reader (ALPR)	\$18,780
67172	Cellbrite mobile data field forensic kit	\$8,584
67172	Multi-use shield technology (MUST) shield	\$3,000
67172	Point blank go shield (2)	\$2,610
67172	Sniper rifle, Remington 700 police pkg.	\$1,500
	Total	\$119,809

- The wireless air card will allow the detective bureau to operate a second laptop in the field with GPS tracking capabilities.
- Five desks in the front office will be replaced.
- The crime scene supply budget will be increased. Crime scene supplies are used to secure, store, and process evidence.
- The wall maps depict a seven county region in detail. The maps will assist in overall operations.
- The regulatory buoys are slow, no wake buoys to be used by the recreation safety team.
- The investigative expenses budget will be increased. Investigative expenses include records checks, SANE examines, undercover buys, informant fees, and accident reconstruction expenses.
- The VeriPic software is a digital media evidence storage system which stores photo, audio, and video evidence together with documents. Currently evidence is stored on CD and DVD.
- The K9 and K9 vehicle will add a second dog to patrol. Our current K9 will be three years old. The second K9 will provide flexibility and additional coverage.
- An automatic license plate reader is an image-processing technology used to identify suspects by matching license plate numbers to a database of registered vehicles known to be or suspected of being involved with crimes.
- The Cellbrite mobile data field forensic kit provides investigators with solutions for retrieving text messages, photos, video files, contacts, E-mail, call history, and GPS locations from mobile phones.

- The MUST shield will replace one of the SWAT team's expired shields. The team's current shields are over fifteen years old. One or more shields will be replaced annually.
- The point blank go shield is a light-weight, flexible, roll-up shield. It is used to quickly switch from crisis intervention to active shooter situations.
- The SWAT team currently has four trained snipers and three sniper rifles. The Remington 700 rifle will be used to outfit the fourth sniper.

The mission of the Rock County Sheriff's Office is to enhance the quality of life in Rock County by working cooperatively with the public to enforce the law, preserve the peace, reduce the fear of crime, and provide for a safe environment.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Board of Health
INITIATED BY



Karen Cain, Health Officer
DRAFTED BY

Board of Health
SUBMITTED BY

July 23, 2012
DATE DRAFTED

Accepting Rock County Community Transformation Grant and Amending the 2012 Rock County Health Department Budget

- 1 **WHEREAS**, Rock County has been identified as a county with significant health concerns; and,
- 2
- 3 **WHEREAS**, Rock County Health Department is a member of the Transform Rock County Coalition,
- 4 an organization whose goal is to improve the health of Rock County citizens; and,
- 5
- 6 **WHEREAS**, Rock County Health Department has been identified by the Transform Rock County
- 7 Coalition as the lead agency in transforming the health of Rock County citizens; and,
- 8
- 9 **WHEREAS**, Rock County Health Department applied for and was awarded a grant from the
- 10 Transform Wisconsin Program in the amount of \$450,000 to implement activities that address preventing
- 11 exposure to second hand smoke, improving school nutrition, and increasing physical activity in
- 12 communities.
- 13
- 14 **NOW, THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 15 assembled on this _____ day of _____, 2012 does hereby authorize the Rock
- 16 County Health Department to accept this Rock County Community Transformation Grant, and amend
- 17 the 2012 Rock County Health Department Budget as follows:
- 18

<u>Account/Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds</u>	<u>7/23/12</u>	<u>(Decrease)</u>	<u>Budget</u>
31-3161-0000-42100			
Federal Aid	-0-	\$450,000	\$450,000
<u>Use of Funds</u>			
31-3161-0000-63110			
Administrative Expense	-0-	\$450,000	\$450,000

Respectfully submitted,

BOARD OF HEALTH

Sandra Kraft, Chair

Louis Peer, Vice Chair

Richard Bostwick

Mike Rundle

Dr. Aaron Best, M.D.

Dr. Dean Peterson, DVM

Dr. Connie Winter, DDS

Judith Wade

James Rooney

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

_____.

Mary Mawhinney, Chair

FISCAL NOTE:

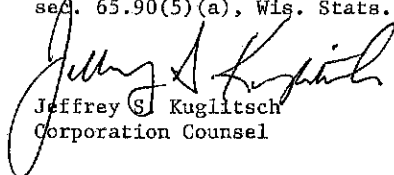
This resolution authorizes the acceptance and expenditure of \$450,000 in Federal Aid for the Rock County Health Department. No County matching funds are required.



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 2012 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

Accepting Rock County Community Transformation Grant and Amending the 2012 Rock County Health Department Budget

EXECUTIVE SUMMARY

Rock County Health Department is a member of the 'Transform Rock County' coalition. The coalition was eligible to apply for a Transform Wisconsin grant. Because the health department has recently completed a community health needs assessment, and because the health department has the professional and technical expertise to address opportunities for improving the health of our citizens, we applied for the grant on behalf of the coalition. Health Department staff will administer the grant and coalition partners will assist with programming, outreach, and education.

The three main focus areas of the grant are: 1) reducing exposure to secondhand smoke in multi-unit housing; 2) improving school nutrition for children; and 3) increasing the opportunities for physical activity in our communities.

The total amount of the grant is \$450,000, and the grant period is 26 months. The first installment of the grant is for \$160,000, which begins August 1, 2012 with the completion deadline of September 30, 2012.

In the 2-month period from August 1 through September 30, 2012, the health department will be subcontracting with State of Health of Wisconsin (SHOW) and another professional survey organization to conduct comprehensive surveys of the health of Rock County citizens. These surveys will provide additional information in which to assist us in focusing grant activities. Expenses incurred by the health department during this time will be reimbursed by the grant (staff time, equipment, supplies, mileage, etc.).

A full-time project manager will be hired September 1st to implement the remaining 24 months of the grant. Salary and benefits, all supplies, equipment, mileage, training, and miscellaneous expenses will be reimbursed by the grant. The grant allows for mini-grants or subcontracting to coalition members who will assist in meeting the goals of the grant. The health department will be reimbursed approximately 7% of the total grant for miscellaneous expenses related to the administration of the grant.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sherry Gunderson
INITIATED BY



Sherry Gunderson
DRAFTED BY

General Services Committee
SUBMITTED BY

July 20, 2012
DATE DRAFTED

AUTHORIZING PURCHASE OF SOLAR SHADES AND BLINDS FOR ROCK HAVEN

1 **WHEREAS**, construction is underway for Rock County's new 128-bed skilled nursing facility; and,
 2
 3 **WHEREAS**, the facility design includes variety of window sizes and locations; and,
 4
 5 **WHEREAS**, it was important to us that our residents, staff and visitors be able to enjoy the view from
 6 the window throughout the common areas; and,
 7
 8 **WHEREAS**, all window products chosen must meet Life Safety Code regulations for skilled nursing
 9 facilities; and,
 10
 11 **WHEREAS**, the products specified in our bid were both beautiful and in compliance with these
 12 regulations resulting in our decision to limit bids to those specific products; and,
 13
 14 **WHEREAS**, the bids were solicited for these products with six vendors submitted bids that met the
 15 specifications (results attached). Nine additional vendors were solicited that did not respond and one
 16 vendor withdrew their bid.
 17
 18 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled
 19 this ___ day of, _____ 2012 does hereby recommend that a Purchase Order be issued to Phoenix Textile
 20 of O'Fallon, MO not to exceed \$26,000 for the purchase of solar shades and vertical blinds for Rock
 21 Haven.

Respectfully submitted,

GENERAL SERVICES COMMITTEE:

PURCHASING PROCEDURAL ENDORSEMENT

Phillip Owens, Chair

Mary Mawhinney, Chair

Henry Brill, Vice Chair

Vote Date

Ivan Collins

Jason Heidenreich

Edwin Nash

AUTHORIZING PURCHASE OF SOLAR SHADES AND BLINDS FOR ROCK HAVEN

Page 2

FISCAL NOTE:

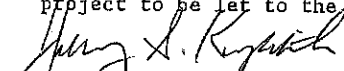
Sufficient funds are available in the Rock Haven Building Project capital account, A/C 18-1851-0000-67200, for the cost of these purchases.



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.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

As we planned for the design of our new facility, we evaluated window treatment choices and selected solar shades for most public areas. Solar shades allow unobstructed view of the outdoors while keeping direct sunlight out. For our office spaces, we chose to use vertical blinds. We provided the following guidance to the vendors when soliciting bids. The products chosen met Life Safety Code requirements for skilled nursing facilities. The Phoenix Textile bid came in at \$24,328.39. We are requesting approval to spend up to \$26,000 on these products in case we've missed any need while reviewing the plans.

Number	Width	Height	Location	Product	Comments
					Note: Draper flexshade 5% open 2705 series 3% open 2703 series
4	7'4"	5'4"	Corridor near courtyard	Solar blinds	Draper Flexshade XD with fascia 2 at 3%, 2 at 5%, plain color
40	2'6"	5'4"	5 team rooms, 5 laundry	Solar blinds	Draper Flexshade XD with fascia 20 at 3%, 20 at 5%, plain color
8	6'0"	7'4"	Hallway leading to connector team areas	Solar blinds	Draper Flexshade HD with fascia 4 at 3%, 4 at 5%, plain color
2	8'0"	7'4"	Hallway leading to connector team areas	Solar blinds	Farmboy Fine Arts collection, Hunter Douglas hospitality, print 1 at 3%, 1 at 5%. No substitution.-confirm print with owner.
4	2'8"	7'4"	Hallway leading to connector team areas	Solar blinds	Farmboy Fine Arts collection, Hunter Douglas hospitality, print 2 at 3%, 2 at 5%. No substitution.-confirm print with owner.
16	6'0"	8'0"	Linking walkways	Solar blinds	Draper Flexshade XD with fascia, 8 at 3%, 8 at 5%, plain color
24	2'4"	5'4"	Finance, lobby, dietary and commons corridor	Solar blinds	Draper Flexshade XD with fascia 12 at 3%, 12 at 5%, plain color
30	5'0"	5'4"	Offices	Vertical blinds-sandstone	Decomatic heavy-duty vertical system with Decomatic One-wand, including hardware, baton draw, no cords. PVC thickness .002.
1	5'0"	5'4"	Lobby	Solar blind-	Draper Flexshade XD with fascia, 3%
4	4'4"	7'4"	Therapy suite and social room	Solar blinds	Farmboy Fine Arts collection, Hunter Douglas hospitality, print 2 at 3%, 2 at 5%. No substitution.-confirm tree print with owner.
8	5'0"	7'4"	Therapy suite and social room	Solar blinds	Draper Flexshade XD with fascia, 4 at 3%, 4 at 5%, plain color
6	5'0"	7'4"	Therapy suite and social room	Solar blinds	Farmboy Fine Arts collection, Hunter Douglas hospitality, print 3 at 3%, 3 at 5%. No substitution.-confirm tree print with owner.
4	10'0"	7'4"	Therapy suite and social room	Solar blinds	Draper Flexshade XD with fascia 2 at 3%, 2 at 5%, plain color
2	7'8"	7'4"	Therapy suite and social room	Solar blinds	Draper Flexshade XD with fascia 1 at 3%, 1 at 5%, plain color

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION



PROJECT NUMBER #2012-60
PROJECT NAME SOLAR SHADES AND BLINDS
PROPOSAL DUE DATE JULY 17, 2012 -- 1:30 P.M.
DEPARTMENT ROCK HAVEN

	PHOENIX TEXTILE O'FALLON MO	UNITEX OAK PARK IL	CONTRACT DÉCOR THOUSAND PALMS CA	BUDGET BLINDS JANESVILLE WI	TOUCH OF GLASS CEDAR RAPIDS IA	PROFESSIONAL & MEDICAL DESIGN MAUSTON WI
TOTAL COST 54 DRAPER SHADES 3% OPEN	6,653.78	7,228.00	6,650.00	9,024.87	9,537.03	10,063.36
TOTAL COST 53 DRAPER SHADES 5% OPEN	6,324.44	6,550.00	6,650.00	8,643.08	9,116.37	9,274.87
TOTAL COST 8 HUNTER DOUGLAS SHADES 3% OPEN	2,519.16	2,325.00	2,400.00	2,639.53	3,494.64	3,527.00
TOTAL COST 8 HUNTER DOUGLAS SHADES 5% OPEN	2,427.38	2,558.00	2,400.00	3,965.57	2,984.64	3,428.78
TOTAL COST 30 DECOMATIC VERTICAL BLINDS	2,836.96	2,601.00	1,733.00	3,370.20	3,936.00	2,844.00
INSTALLATION COST	3,566.67	4,725.00	7,433.00	INCLUDED	INCLUDED	INCLUDED
TOTAL BID	\$ 24,328.39	\$ 25,987.00	\$ 27,266.00	\$ 27,643.25	\$ 29,068.68	\$ 29,138.01
DRAPER WARRANTY	25 YEAR	25 YEARS	25 YEARS	25 YEARS	25 YEARS	25 YEARS
HUNTER DOUGLAS WARRANTY	5 YEAR	5 YEARS	25 YEARS	2 YEARS	2 YEARS	5 YEARS
DECOMATIC WARRANTY	LIMITED LIFETIME	LIMITED LIFETIME	25 YEARS	LIMITED LIFETIME	LIMITED LIFETIME	LIMITED LIFETIME
INSTALLATION WARRANTY	3 YEARS	1 YEAR	1 YEAR	1 YEAR	1 YEAR	LIFETIME

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Nine additional vendors were solicited that did not respond. One bidder withdrew their bid.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Sherry Textile

SIGNATURE Sherry Sudman DATE 7/23/12

GOVERNING COMMITTEE APPROVAL:

SIGNATURE _____ VOTE _____ DATE _____

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR _____ VOTE _____ DATE _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sherry Gunderson
INITIATED BY



Sherry Gunderson
DRAFTED BY

General Services Committee
SUBMITTED BY

June 28, 2012
DATE DRAFTED

AUTHORIZING PURCHASE OF FLOOR CLEANING EQUIPMENT FOR ROCK HAVEN

1 WHEREAS, construction is underway for Rock County's new 128-bed skilled nursing facility; and,
 2
 3 WHEREAS, the facility design includes a variety of flooring products including vinyl, tile and carpeting;
 4 and,
 5
 6 WHEREAS, floor cleaning equipment is needed for each type of flooring; and,
 7
 8 WHEREAS, floor cleaning equipment was budgeted for during project planning; and,
 9
 10 WHEREAS, the bids were solicited for these products with three vendor submitted bids that met the
 11 specifications (results attached). One additional vendor was solicited that did not respond and two
 12 vendors submitted non-responsive bids because they did not acknowledge Addendum #1.
 13
 14 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled
 15 this ____ day of _____, 2012 does hereby recommend that a Purchase Order be issued to ER
 16 Abernathy of Sussex, WI for the amount of \$40,662.25 for the purchase of floor cleaning equipment.

Respectfully submitted,

GENERAL SERVICES COMMITTEE:

PURCHASING PROCEDURAL ENDORSEMENT

Phillip Owens, Chair

Mary Mawhinney, Chair

Henry Brill, Vice Chair

Vote _____ Date _____

Ivan Collins

Jason Heidenreich

Edwin Nash

AUTHORIZING PURCHASE OF FLOOR CLEANING EQUIPMENT FOR ROCK HAVEN

Page 2

FISCAL NOTE:

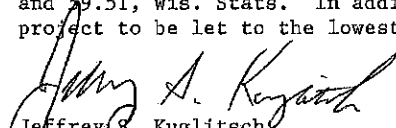
Sufficient funds are available in the Rock Haven Building Project capital account, A/C 18-1851-0000-67200, for the cost of these purchases.



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.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

As we planned for the design of our new facility, we chose to select a variety of flooring products including roll carpeting, carpet squares and indoor/outdoor carpeting. Each of those products will require specific care. The following floor cleaning equipment will be needed to clean carpeting throughout the facility.

ADVANCE AQUA PLUS AXP CARPET EXTRACTOR – QUANTITY 1

This automatic, battery-operated carpet extractor will be used when cleaning carpeting in the hallways throughout the facility.

The cost of this extractor is \$10,792.80.

ADVANCE SC350 BATTERY OPERATED MICRO SCRUBBER – QUANTITY 5

This battery-operated vacuum performs both wet scrub and vacuum in one pass. It will be used to clean the indoor/outdoor carpeting that will be in the entrance vestibules and in the screened porches on each household.

The cost of five battery-operated scrubbers is \$16,507.25.

ADVANCE ALL CLEANER XP ALL PURPOSE CLEANER – QUANTITY 4

These carpet cleaners are smaller, electric carpet cleaners and will be used when cleaning carpeting in resident rooms.

The cost of four all-purpose cleaners is \$13,362.20.

 ORIGINAL

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION



PROJECT NUMBER #2012-51
PROJECT NAME FLOOR CLEANING EQUIPMENT
PROPOSAL DUE DATE JUNE 26, 2012 – 1:30 P.M.
DEPARTMENT ROCK HAVEN

	ER ABERNATHY SUSSEX WI	AMSAN PEORIA IL	NASSCO NEW BERLIN WI
FIRM BID PRICE DOCK DELIVERED – EACH ADVANCE AQUA PLUS AXP CARPET EXTRACTOR WITH AGM MAINTENANCE FREE BATTERY PACK	10,792.80	12,531.00	12,541.00
FIRM BID PRICE DOCK DELIVERED – EACH ADVANCE SC350 BATTERY OPERATED MICRO SCRUBBER	3,301.45	3,289.00	3,299.00
TOTAL COST - 5 MICRO SCRUBBERS	16,507.25	16,445.00	16,495.00
FIRM BID PRICE DOCK DELIVERED – EACH ADVANCE ALL CLEANER	3,340.55	3,611.00	3,621.00
TOTAL COST - 4 ALL CLEANERS	13,362.20	14,444.00	14,484.00
TOTAL BID	\$ 40,662.25	\$ 43,420.00	\$ 43,520.00
WARRANTY	3 YEARS PARTS 2 YEARS LABOR	3 YEARS PARTS 2 YEARS LABOR	3 YEARS PARTS 2 YEARS LABOR

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. One additional vendor was solicited that did not respond.

Two vendors submitted non-responsive bids because they did not acknowledge Addendum #1 and therefore did not complete the amended Bid Form.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: ER Abernathy, Sussex, WI

Burton Durdman SIGNATURE 6/26/12 DATE

GOVERNING COMMITTEE APPROVAL:

SIGNATURE VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Safety & Justice
INITIATED BY



Dara Mosley
DRAFTED BY

Public Safety & Justice
SUBMITTED BY

July 5, 2012
DATE DRAFTED

AUTHORIZING PURCHASE AND INSTALLATION OF MICROWAVE LINK TO BLACKHAWK TECHNICAL COLLEGE

- 1 **WHEREAS**, the Rock County Sheriffs Office hosts a sub-station at Blackhawk Technical College;
- 2 and,
- 3
- 4 **WHEREAS**, to improve communications with office computers and mobile computers at the sub-
- 5 station, it is necessary for a high-speed broadband communications connection to be established
- 6 between the Rock County network and the sub-station office at Blackhawk Technical College; and,
- 7
- 8 **WHEREAS**, Rock County has an established network connection at Beloit Memorial Hospital;
- 9 and,
- 10
- 11 **WHEREAS**, the Purchasing Division solicited bids from qualified vendors for the purchase and
- 12 installation of the Microwave communication equipment to connect the sub station at Blackhawk
- 13 Technical College to the Rock County network equipment at Beloit Memorial Hospital; and,
- 14
- 15 **WHEREAS**, General Communications returned the only responsible bid (summary attached).
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
- 18 assembled this _____ Day of _____, 2012 that a Purchase Order be issued to General
- 19 Communications in an amount of \$23,522 for the purchase and installation of a Microwave link
- 20 from Beloit Memorial Hospital to Blackhawk Technical College.

Respectfully submitted,

Public Safety and Justice Committee

PURCHASING PROCEDURAL ENDORSEMENT

Ivan Collins, Chair

Reviewed and approved on a vote of

Mary Beaver

Henry Brill, Vice Chair

Mary Mawhinney, Chair

Brian Knudson

Larry Wiedenfeld

FISCAL NOTE:

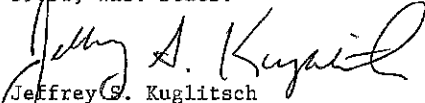
Sufficient funding is included in the Communications Center budget, A/C 23-2400-0000-67131, for this project. This project is funded by sales tax proceeds.



Sherry Oja
Finance Director

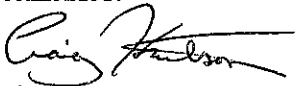
LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

The Rock County Sheriffs Office maintains a sub-station at Blackhawk Technical College. Currently, this office has no direct connection to the Rock County network.

By installing a Microwave link to the sub station at Blackhawk Technical College, the Sheriff's Office squad cars will be able to connect to the county's existing high-speed wireless network. Additionally, the computers within the office at the sub-station will be able to connect directly to the Rock County network, simplifying the use of the computer systems.

The proposed Microwave link to Blackhawk Technical College will connect to an established network point-of-presence at Beloit Memorial Hospital maintained by Rock County.

This resolution authorizes the County to issue a Purchase Order to General Communications for \$23,522 for the purchase and installation of a Microwave link between Blackhawk Technical College and Beloit Memorial Hospital.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5515



PROJECT NUMBER 2012-38 RE-BID
PROJECT NAME 18 GHZ MICROWAVE LINK
BID DUE DATE JUNE 25, 2012 - 1:30 P.M.
DEPARTMENT 911 COMMUNICATIONS CENTER

GENERAL COMMUNICATIONS MADISON WI	
FIRM BID PRICE	\$ 23,522.00
BRAND	EXALT
START DATE	JULY 12, 2012
COMPLETION DATE	AUGUST 27, 2012

Invitation to Bid was advertised in the Janesville Gazette and on the Internet.
One vendor submitted Bid that was Non-Compliant.

PREPARED BY: *Alan Dranfild*
SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: PURCHASE FROM GENERAL COMM., INC.

David Sletta
SIGNATURE
July 1, 2012
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR _____ VOTE _____ DATE _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety and Justice
INITIATED BY



Tara Hanley, Support Specialist
DRAFTED BY

Public Safety and Justice
SUBMITTED BY

July 17, 2012
DATE DRAFTED

**ROCK COUNTY PUBLIC SAFETY ANALOG TO DIGITAL VOICE RADIO
CONVERSION ADDITIONAL EQUIPMENT AND LABOR**

- 1 **WHEREAS**, the Rock County 911 Communications Center is responsible for the operation of the public
2 safety voice radio communications infrastructure within Rock County; and,
3
4 **WHEREAS**, continuous interoperable radio communications between the public safety agencies of Rock
5 County and the 911 Communications Center are essential to providing the most efficient public safety
6 services to the citizens of Rock County; and,
7
8 **WHEREAS**, the Federal Communications Commission (FCC) has mandated that all Rock County public
9 safety analog radio frequencies be "narrow-banded" by January 1, 2013; and,
10
11 **WHEREAS**, funding to convert the Rock County public safety analog voice radio system to operate in
12 digital mode has been included in the 2012 budget; and,
13
14 **WHEREAS**, General Communications, Inc., of Madison, Wisconsin has been identified as the sole
15 source vendor for this project and is the licensed Raytheon dealer covering Rock County; and,
16
17 **WHEREAS**, General Communications, Inc., of Madison, Wisconsin is, and has been for approximately
18 17 years, the Rock County public safety voice radio system maintenance vendor; and,
19
20 **WHEREAS**, a previous Resolution awarded General Communications, Inc., of Madison, Wisconsin a
21 contract in the amount of \$1,918,002 for the purchase of the necessary equipment and labor to convert the
22 existing Rock County public safety voice radio infrastructure and 911 Communications Center to digital
23 mode operations (Resolution #11-2B-296); and,
24
25 **WHEREAS**, it was discovered during project implementation that additional equipment and labor not
26 included in the original contract amount of \$1,918,002 would be needed to complete the Rock County
27 public safety analog to digital voice radio conversion.
28
29 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
30 this _____ day of _____, 2011 that a contract in the amount of \$35,140 be awarded to
31 General Communications, Inc., of Madison, Wisconsin for the purchase of necessary equipment and labor
32 above and beyond the original resolution (#11-2B-296) to convert the existing Rock County public safety
33 voice radio infrastructure and 911 Communications Center to digital mode operations.

Rock County Public Safety Analog to Digital Voice Radio Conversion Additional Equipment and Labor
Page 2

Respectfully submitted,

Public Safety and Justice Committee

Ivan Collins, Chair

Henry Brill, Vice Chair

Mary Beaver

Brian Knudson

Larry Wiedenfeld

Purchasing Procedural Endorsement
Reviewed and approved on a vote
of _____.

Mary Mawhinney, Chair

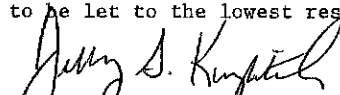
FISCAL NOTE:

Sufficient funding is included in the Digital Radio Project account, A/C 23-2417-0000-67200, for this contract. This account is funded by sales tax proceeds.


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.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY

The Rock County Communications Center is directly responsible for the operation and maintenance of the public safety radio communications infrastructure throughout Rock County. Continuous interoperable voice radio communications between public safety agencies of Rock County and the 911 Communications Center are essential to providing the most efficient public safety services to the citizens of Rock County.

The Federal Communications Commission (FCC) has announced that certain portions of radio frequency spectrum would be required to be "narrow-band" by January 1, 2013. This unfunded mandate applied to all public safety voice radio frequencies used within Rock County.

In a previous Rock County Resolution (#11-2B-296), General Communications was awarded the \$1,918,002 contract to provide the equipment and labor necessary to complete the FCC mandate and convert the Rock County public safety voice radio infrastructure and 911 Communications Center to digital mode operations.

During project implementation, it was determined that additional equipment and labor would be necessary to satisfactorily complete the conversion process. The additional equipment and labor include the following:

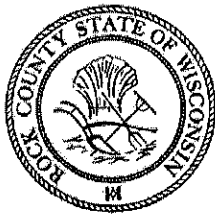
1. VCALL base station at the Communications Center. (This is the hailing channel for outside jurisdictions that do not have digital radio capabilities.)
2. Fire ground receiver at the County A Tower (It was discovered that the equipment for one of the receivers was not capable of narrow banding.)
3. Control station antenna at Sheriff's Office (Necessary for standby frequencies located at the Sheriff's Office.)
4. (1) UHF mobile and (1) UHF portable radio for DA Investigator to monitor all Beloit Police Department frequencies (overlooked in original inventory).

The additional funds for these projects will be taken from the original contingency which is 5% of the project subtotal (\$108,000) along with \$20,000 in unused Project Management fees (\$128,000 total). This is the first request for additional funds for the Digital Radio Conversion project.

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
stottler@co.rock.wi.us

July 26, 2012

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, 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 attend a training/conferences exceeding \$1,000.00 per event, per employee between January 1 and June 30, 2012.

On February 15-18, 2012 I attended my final Certified Election Registration Administrator courses and workshop in San Diego. I was supposed to attend in 2011 in Indianapolis (which would have been less expensive) but was delayed due to a state wide recount.

The Hotel was \$499.90; Airfare was \$306.70; Conference fees were \$449.00 (of which \$369 was a credit from 2011); Travel was \$110.18; meals were \$67.19; and internet was \$19.90. Total expenses = \$1452.87.

Also attached is the press release announcing my designation of CERA effective August 17, 2012.

Thank you.

Lori

Lori Stottler
Rock County Clerk

The Election Center

national association of voter registration and election officials

12543 Westella, Suite 100 Houston, TX 77077-3929 Phone:281-293-0101 Fax:281-293-0453

Website: www.electioncenter.org Email: cera@electioncenter.org

July 26, 2012

For Further Information Contact: R. Doug Lewis 713-516-2875

FOR IMMEDIATE RELEASE:

Lori Stottler, Rock County Clerk, will be designated as a Certified Elections/Registration Administrator (CERA), the highest professional achievement, in ceremonies conducted by the Election Center at the Boston Park Plaza Hotel, Boston, MA, at 12:30 p.m. on Friday, August 17, 2012. Due to the Statewide

CERA designation is achieved only through a multi-year course of study conducted by The Election Center's Professional Education Program and completion of twelve core courses taught by the Master's in Public Administration faculty of Auburn University (Auburn, Alabama) ranging from ethics, to voter registration and elections law, planning, communications, and voter participation, among others. The intent of the program is to professionalize the management of voter registration and elections administration in promoting and preserving public trust in the democratic process.

"This is the highest designation available to elections and voter registration officials," said R. Doug Lewis, director of the Center. "Of more than 21,000 elections and voter registration officials throughout America, this graduating class of 57 professionals takes us to 734 election officials who have achieved the CERA status. This is an outstanding accomplishment."

"Rock County is indeed fortunate to have Ms. Stottler as one of the top designated professionals in America. Obtaining and maintaining CERA status means that she has committed to a career long process of continuing education to improve the electoral process in Wisconsin and the nation," he stated.

"These truly are the people who make democracy possible," Lewis said. "Ms. Stottler and other CERA professionals serve as the nation's protectors of the democratic process. Because of them, Americans have a trust and public confidence in the election process. They have assurance that the system is fair, free, honest and accurate. In many parts of the world, their citizens have no faith in the form of democracy offered in their home countries. The importance of what Lori is doing for Rock County, WI is incredible but rarely noticed...unless something goes wrong."

Stottler, an elections official for five years, said "This is one of the most challenging education programs I have ever participated in. We covered the law, and ethical considerations in how to better serve the public. We also became more aware of how important it is to nurture and care for the democratic process.

"It is my great honor to assure that the public's will is accurately reflected in our elections," Stottler said. "I see my role to dignify all potential voters and to remove as many barriers as possible to participation in the democratic process. Our office cannot be responsible for how many actually turn out for each election, but we can certainly be sure that they have the opportunity to vote and have their votes counted accurately."

The Professional Education Program is sponsored by The Election Center, a non-profit association of voter registrars and elections administrators throughout America. Its membership is comprised of township, city, county and state elections officials. The Center's primary purpose is education for local and state voter registrars and elections officials to promote and improve the democratic process.

Professional Education Program participants receive continuing education credit from Auburn University as well as professional training credits from The Election Center.

The Professional Education Program was recognized in 1996 as the top continuing education program in America by the National University Continuing Education Association.

"Normally most Americans don't even know the election officials exist in their community and that they work constantly to protect the democratic process for its citizens," Lewis said. "Due to Election 2000, we now know just how important and complicated elections can be. In my opinion, the elections officials deserve the highest recognition that a community can give. If they don't do their job well, then citizens have no faith in the democratic process itself. Without faith in the process, it is almost impossible to believe in government itself – and that is a very large responsibility."

Stottler was appointed in 2007 and elected in 2008. She is running unopposed on the November 6, 2012 ballot for her 2nd 4-year term. In her time in office she has also been awarded her Certified Public Manager (CPM) certificate with UW-Madison (June 2011). She has served six years on the Janesville School Board,

three years as a cabinet member at United Way of North Rock County and has volunteered with multiple local non-profit organizations. She is a proud professional member of the WCCA, WCCO (currently serving as Secretary), WMCA, WCA, WSCPM, and the Election Center. Her favorite hobbies are officiating weddings, spending time with family and friends and playing volleyball. She has lived in Rock County since 1997 with her husband Wade, of 25 years, and two grown sons, Jake and Brandon.



MEMORANDUM

DATE: July 26, 2012

TO: Finance Committee

FROM: Sherry Oja, 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, attached is the Finance Department's semi-annual report of training costs exceeding \$1,000 per event for the period January 1, 2012 through June 30, 2012.

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

cc: Craig Knutson

[Out of State Training Report to Finance Committee]

FINANCE DIRECTOR
 SEMI-ANNUAL REPORT OF TRAINING COSTS OVER \$1,000
 FOR THE PERIOD: JANUARY 1, 2012-JUNE 30, 2012

<u>ATTENDEE NAMES/POSITIONS</u>	<u>DATE (S) OF TRAVEL</u>	<u>REASON / PLACE TRAVELED</u>
Susan Balog / Sr. Accountant Assistant to the Finance Director	June 3-7, 2012	2012 SUGA Conference Orlando, FL
Lynn Heimann Application Support Specialist	June 3-7, 2012	2012 SUGA Conference Orlando, FL

<u>REGISTRATION FEES</u>	<u>TRAVEL</u>	<u>LODGING</u>	<u>MEALS</u>	<u>TOTAL COSTS</u>
\$820.00	\$788.53	\$798.75	\$234.30	\$2,641.58

<u>ATTENDEE NAME/POSITION</u>	<u>DATE (S) OF TRAVEL</u>	<u>REASON / PLACE TRAVELED</u>
Sherry Oja Finance Director	June 10-13, 2012	GFOA Conference Chicago, IL

<u>REGISTRATION FEES</u>	<u>TRAVEL</u>	<u>LODGING</u>	<u>MEALS</u>	<u>TOTAL COSTS</u>
\$535.00	\$76.00	\$573.03	\$46.89	\$1,230.92

**Information Technology
Semi-Annual Report
Training/Conferences over \$1,000
01/01/12-06/30/12**

Date	Staff Name	Class	Location	Travel \$ Food	Travel \$ Hotel	Travel \$ Air/othr	HP9000 HP3000	Network	Misc.	Total Cost
01/24/2012	Linda	LaserFiche	Anaheim, CA	\$58.41	\$606.96	\$552.65			N/C	\$1,218.02
03/05/2012	Dave	Auto Admin w/win	Madison, WI	\$46.90		\$296.00		\$1,500.00		\$1,842.90
03/20/2012	Tim	ZenApp 6.5	Appleton, WI	\$62.69	\$260.00	\$171.94		\$2,700.00		\$3,194.63
05/08/2012	Tim	Synergy	San Francisco, CA	\$77.33	\$835.00	\$512.25		\$1,395.00		\$2,819.58
06/03/2012	Todd	Sun Guard	Orlando, FL	\$105.74	\$781.00	\$528.40	\$495.00			\$1,910.14
06/04/2012	Mickey	HP Discover	Las Vegas, NV	\$37.85	\$1,041.60	\$487.20	\$1,545.00			\$3,111.65
06/04/2012	Dave	HP Discover	Las Vegas, NV	\$34.52	\$1,041.60	\$702.10		\$1,545.00		\$3,323.22
06/04/2012	Tracy	HP Discover	Las Vegas, NV		\$1,041.60	\$432.82	\$1,495.00			\$2,969.42
06/17/2012	Tracy	Mitel User	San Diego, CA		\$1,298.10	\$701.70			\$595.00	\$2,594.80
Totals				\$423.44	\$6,905.86	\$4,385.06	\$3,535.00	\$7,140.00	\$595.00	\$22,984.36

ROCK COUNTY, WISCONSIN



**Real Property
Description Department**
51 South Main Street
Janesville, WI 53545
(608) 757-5610

MEMORANDUM

DATE: July 10, 2012
TO: Finance Committee
FROM: Michelle Schultz, Real Property Lister/LIO *MS*
RE: Semi-Annual Report – Attendance at Conferences/Conventions

No member of the Land Records committee used Land Records funds in attending any training, conference or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

Cc: Craig Knutson



MEMO

DATE: July 11, 2012
TO: 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 for the period of January 1, 2012 through June 30, 2012.

Cc: Craig Knutson, County Administrator

MEMO

To: Finance Committee
From: Vicki Brown
Date: July 11, 2012
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: Craig Knutson