



**FINANCE COMMITTEE
THURSDAY, JULY 3, 2014 - 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 –June 12, 2014 and June 19, 2014
4. Transfers and Appropriations
 - A. Public Health
 - B. Public Works
5.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) DD Board
 - E. Approval of Bills for Other Departments
 - 1) County Board Staff
6. Committee Approval
 - A. Accepting FoodShare Bonus Funds and Amending the 2014 Budget
 - B. Amending the 2014 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Social Worker Positions (Contingent on County Board Staff Committee Approval)
 - C. Amending the 2014 Land Conservation Department Budget to Offset Costs Associated with the Purchase of Agricultural Conservation Easement Program
7. Discussion / Possible Action on Change to Responsible Bidder Determination
8. Report on Cash Balances and Investments
9. Adjournment

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 6/26/14
 Requested By Public Health Department
 Department

Transfer No. 14-35
Karen Cain, Health Officer
 Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 31-3000-0000-61610 Description: Health Insurance Current Balance: \$303,206	\$3,000	Account #: 31-3000-0000-63100 Description: Office Supplies	\$3,000
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

The Health Department had 2 public health nurse vacancies earlier in 2014, making some unspent health insurance funds available.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

We have purchased some office chairs for the department this year out of the #63100 Office Supplies account. This transfer of funds will make funds available for purchase of office supplies for the remainder of 2014.

FISCAL NOTE:

Sufficient funds are available for transfer. *6-26-14*

ADMINISTRATIVE NOTE:

Recommended *[Signature] 6-26-14*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date June 13, 2014
 Requested By Public Works
Department

Transfer No. 14-30
Benjamin J Coopman, Jr
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 41-4300-4321-63505 Description: Tires & Batteries Current Balance: \$125,000	\$125,000	Account #: 41-4300-4321-63605 Description: Road Striping	\$125,000
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

Funds intended for object code 63605 for routine striping of county roads were miskeyed at Public Works when 2014 budget data was being entered.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Striping activity occurs primarily during the summer period and bills for the striping will be coming in for payment which should be posted to the striping account, object code 63605.

FISCAL NOTE:

Sufficient funds are available for transfer. *6-13-14*

ADMINISTRATIVE NOTE:

Recommended *BJC 6-13-14*

REQUIRED APPROVAL

Governing Committee

Finance Committee

DATE

6-24-2014

COMMITTEE CHAIR

[Signature] 6-24-14
V/Chair

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100	OFC SUPP & EXP	P1402118	05/21/2014	STAPLES ADVANTAGE	68.25
	Budget	YTD Exp	YTD Enc.	Pending	Closing Balance
	5,800.00	1,408.48	544.94	68.25	3,778.33
FINANCE DIRECTOR PROG TOTAL				68.25	

I have examined the preceding bills and encumbrances in the total amount of **\$68.25**

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: **JUL 03 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-62119	OTHER SERVICES	P1401167	05/16/2014	NETECH CORP	620.00	
		P1402267	02/13/2014	WISNET	169.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	58,175.00	5,426.29	18,833.43	789.00	33,126.28	
07-1430-0000-62400	R & M SERV	P1402288	04/03/2014	PARK PLACE TECHNOLOGIES	1,469.14	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		140,505.00	94,714.67	7,122.64	1,469.14	37,198.55
07-1430-0000-62421	COMPUTER EQUIP	P1402264	06/09/2014	CDW GOVERNMENT INC	143.57	
		P1402399	06/11/2014	PARK PLACE TECHNOLOGIES	820.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	809.09	1,555.09	963.57	5,672.25	
07-1430-0000-62491	SOFTWARE MAINT	P1402053	05/19/2014	CDW GOVERNMENT INC	51,775.81	
		P1402054	05/12/2014	SOLARWINDS INC	1,358.00	
		P1402266	06/10/2014	WINMAGIC DATA SECURITY	389.00	
		P1402278	06/12/2014	CDW GOVERNMENT INC	10,250.00	
		P1402279	05/27/2014	SUNGARD BI TECH INC	26,714.00	
		P1402400	06/13/2014	SHI INTERNATIONAL CORP	7,590.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
245,387.00	244,547.67	11,054.77	98,076.81	(108,292.25)		
07-1430-0000-63101	POSTAGE	P1401137	06/11/2014	FEDERAL EXPRESS CORP	3.70	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		425.00	18.68	75.00	3.70	327.62
07-1430-0000-63200	PUBL/SUBCR/DUES	P1402384	06/01/2014	WISCONSIN SPILLMAN USERS GROUF	150.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		710.00	0.00	0.00	150.00	560.00
07-1430-0000-63407	COMPUTER SUPPL	P1402337	06/13/2014	CDW GOVERNMENT INC	14.87	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		18,176.00	4,115.30	698.45	14.87	13,347.38
07-1430-0000-64200	TRAINING EXP	P1401809	05/20/2014	INACOM EDUCATION CENTER	390.00	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	41,000.00	21,004.04	13,621.96	390.00	5,984.00
07-1430-0000-64701	SOFTWARE PURCH				
		P1402053	05/19/2014	CDW GOVERNMENT INC	34,660.36
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	73,560.00	20,953.67	3,766.06	34,660.36	14,179.91
INFORMATION TECHNOLOGY PROG TOTAL				136,517.45	
07-1444-0000-62119	OTHER SERVICES				
		P1402053	06/11/2014	CDW GOVERNMENT INC	13,794.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	85,625.00	0.00	71,099.00	13,794.00	732.00
07-1444-0000-64701	SOFTWARE PURCH				
		P1402053	05/19/2014	CDW GOVERNMENT INC	341,355.29
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	341,170.00	0.00	0.00	341,355.29	(185.29)
IT CAPITAL PROJECTS PROG TOTAL				355,149.29	
07-1450-0000-62400	R & M SERV				
		P1402265	06/09/2014	CDW GOVERNMENT INC	351.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	65,023.00	12,023.52	0.00	351.20	52,648.28
07-1450-0000-62491	SOFTWARE MAINT				
		P1402401	05/18/2014	PICTOMETRY INTERNATIONAL CORP	2,880.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	381,909.00	20,273.06	8,780.64	2,880.00	349,975.30
07-1450-0000-67130	TERMINALS/PC'S				
		P1402336	06/12/2014	CDW GOVERNMENT INC	2,275.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	93,920.00	46,917.87	14,364.51	2,275.44	30,362.18
07-1450-0000-67143	IT CROSS CHARGES				
		P1401740	05/29/2014	CDW GOVERNMENT INC	(99.39)
		P1401973	05/14/2014	CDW GOVERNMENT INC	89.31
		P1402025	05/19/2014	CDW GOVERNMENT INC	84.23
		P1402074	05/14/2014	CDW GOVERNMENT INC	190.54
		P1402132	05/20/2014	ENTERPRISE SYSTEMS GROUP	431.25
		P1402141	05/21/2014	ENTERPRISE SYSTEMS GROUP	4,179.25
		P1402162	05/23/2014	ENTERPRISE SYSTEMS GROUP	1,673.00
		P1402171	05/27/2014	CDW GOVERNMENT INC	52.10

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
		P1402174	06/09/2014	NETECH CORP	3,664.15	
		P1402182	05/29/2014	CDW GOVERNMENT INC	117.50	
		P1402233	06/03/2014	CDW GOVERNMENT INC	634.92	
		P1402240	06/04/2014	CDW GOVERNMENT INC	70.15	
		P1402280	06/09/2014	CDW GOVERNMENT INC	1,292.07	
		P1402281	06/09/2014	CDW GOVERNMENT INC	236.72	
		P1402282	06/09/2014	CDW GOVERNMENT INC	195.55	
		P1402286	06/10/2014	ENTERPRISE SYSTEMS GROUP	425.75	
		P1402302	06/10/2014	CDW GOVERNMENT INC	241.87	
		P1402303	06/12/2014	CDW GOVERNMENT INC	217.38	
		P1402319	06/11/2014	CDW GOVERNMENT INC	2,658.10	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00		50,116.14	31,755.07	16,354.45	101,774.34
IT-CROSS CHARGES PROG TOTAL					21,861.09	

I have examined the preceding bills and encumbrances in the total amount of **\$513,527.83**

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: **JUL 03 2014**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1400835 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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (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 June 16, 2014

DEPARTMENT DD Board

COMMITTEE Rock County DD Board

VENDOR NAME Secured Living, LLC

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP 1B

AMOUNT OF INCREASE \$ 207,943

INCREASE FROM \$ 558,192 TO \$ 766,135

ACCOUNT BALANCE AVAILABLE \$ 2,907,177.46 SB 06/18/14

REASON FOR AMENDMENT One current client approved for Medical Assistance funding at the beginning of 2014 and one Brain Injury Waiver client moving into CIP 1B funding due to the elimination of Brain Injury Waiver funding per State directive.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

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

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

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
06-1620-0000-63200	PUBL/SUBCR/DUES	P1402181	06/04/2014	STATE BAR OF WISCONSIN	3,880.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,400.00	250.00	0.00	3,880.00	270.00
06-1620-0000-64200	TRAINING EXP	P1402210	06/04/2014	WISCONSIN COUNTIES ASSOCIATION	175.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,950.00	249.00	2,040.00	175.00	1,486.00
CORPORATION COUNSEL PROG TOTAL				4,055.00	

I have examined the preceding bills and encumbrances in the total amount of **\$4,055.00**
 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: **JUL 03 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-61920	PHYSICALS	P1400430	06/02/2014	WISCONSIN DEPARTMENT OF JUSTIC	239.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	530.00	0.00	239.00	9,231.00
08-1420-0000-62119	OTHER SERVICES				
		P1402258	06/04/2014	BELOIT HEALTH SYSTEM INC	63.22
		P1402304	05/31/2014	OCCUPATIONAL HEALTH CENTER	316.10
		P1402308	05/30/2014	TK GROUP INC	61.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	3,516.03	0.00	441.27	2,042.70
08-1420-0000-63107	PUBL & LEGAL				
		P1400389	04/30/2014	BELOIT DAILY NEWS	133.30
		P1400390	04/30/2014	JANESVILLE GAZETTE INC	510.12
		P1400391	05/13/2014	CHRONICLE,THE	126.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	54,500.00	44,568.95	(0.00)	769.42	9,161.63
08-1420-0000-64417	RH EXPENSES				
		P1400389	05/24/2014	BELOIT DAILY NEWS	148.55
		P1400390	04/30/2014	JANESVILLE GAZETTE INC	277.04
		P1400430	06/02/2014	WISCONSIN DEPARTMENT OF JUSTIC	140.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	2,085.13	0.00	585.59	5,849.28
HUMAN RESOURCES PROG TOTAL				2,015.28	

I have examined the preceding bills and encumbrances in the total amount of **\$2,015.28**
 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: **JUL 03 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1914-0000-62104	CONSULTING SERV	P1400030	05/31/2014	TE BRENNAN COMPANY	376.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	2,060.80	0.00	376.30	12,562.90
RISK MANAGEMENT PROG TOTAL				376.30	

I have examined the preceding bills and encumbrances in the total amount of **\$376.30**
 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: **JUL 03 2014**

Dept Head _____

Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Phil Boutwell, Deputy Director
DRAFTED BY

Human Services Board
SUBMITTED BY

June 11, 2014
DATE DRAFTED

Accepting FoodShare Bonus Funds and Amending the 2014 Budget

1 **WHEREAS**, The U.S. Department of Agriculture through Food, and Nutrition and Consumer Services
2 (FNS) has awarded Wisconsin bonus funds for exceptional performance relating to payment error rates
3 and other performance criteria; and,
4
5 **WHEREAS**, the Department of Health Services has determined that the bonus funding will be
6 distributed to the Consortia under their 2014 IM contracts through a contract addendum; and,
7
8 **WHEREAS**, the Southern Consortium's share of the funding is \$234,752, which was allocated based on
9 FoodShare caseload counts over the first six months of 2013; and,
10
11 **WHEREAS**, the funding must be used for income support related activities and the Human Services
12 Department recommends that Rock County's \$132,730 share of the one-time funding be used to offset the
13 staff cost related to the Affordable Care Act and capital purchases that benefit the Economic Support
14 Division.
15
16 **NOW, THEREFORE, BE IT RESOLVED** the Rock County Board of Supervisors duly assembled
17 this _____ day of _____, 2014 does hereby accept Food Share bonus funds and amends the
18 2014 Human Services Budget as follows:

	Budget 6/10/14	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3604-0000-42100 Federal Aid	\$3,521,472	\$168,371	\$3,689,843
<u>Use of Funds</u>			
36-3604-0000-61210 Overtime Wages	\$120,000	\$80,000	\$200,000
36-3604-0000-61400 FICA	\$188,430	\$6,120	\$194,550
36-3604-0000-61510 Retirement	\$171,349	\$5,600	\$176,949
36-3604-0000-64604 Program Expense	\$3,000	\$6,651	\$9,651
36-3604-0000-67160 HSD Equip. Under \$5K	\$8,496	\$45,000	\$53,496
36-3604-0000-67200 Capital Improvements	\$0	\$25,000	\$25,000
<u>Source of Funds</u>			
36-3605-0000-42100 Federal Aid	\$3,805,296	\$154,357	\$3,959,653

Accepting FoodShare Bonus Funds and Amending the 2014 Budget

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48	<u>Use of Funds</u>			
49	36-3605-0000-62119	\$3,817,796	\$154,357	\$3,972,153
50	Other Contracted Services			

Respectfully submitted,

Human Services Board

Brian Knudson
Brian Knudson, Chair

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

Terry Fell
Terry Fell

Absent
Linda Garrett

Billy Bob Grahn
Billy Bob Grahn

Ashley Kleven
Ashley Kleven

Kathy Schultz
Kathy Schultz

Terry Thomas
Terry Thomas

Shirley Williams
Shirley Williams

FISCAL NOTE:

This resolution adjusts the Human Services budget for \$322,728 in FoodShare bonus funds awarded in 2013 and 2014. No County matching funds are required,

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept these FoodShare bonus funds pursuant to Sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2014 County Budget, this resolution requires a 2/3 vote of the entire membership of the County Board pursuant to Sec. 65.90(5)(a), Wis. Stats.

Jeffrey S. Kuglitsch
Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
Craig Knutson
County Administrator

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

Executive Summary

The U.S. Department of Agriculture has awarded Wisconsin with FoodShare bonus funds to recognize exceptional performance relating to payment error rates and other performance criteria. The State recently decided to distribute the award to the 10 Income Maintenance Consortia under their 2014 Income Maintenance Contracts. The bonus funds must be spent on income maintenance related expenses.

The Southern Consortium's share of the performance award is \$234,752. The resolution accepts the funding, of which \$102,022 is passed through to our Southern Consortium partner counties (Crawford, Grant, Green, Iowa, Jefferson and Lafayette) and \$132,730 is retained by Rock County. Unexpended funds can be carried forward into 2015.

The account line items in the resolution are difficult to reconcile to the amounts identified above for several reasons. The Southern Consortium received a Food Share bonus award in 2013 and the unspent balance is being carried forward in this resolution. In addition, the Department knew last summer that it would receive the 2014 award. The Department included an estimate of that award in the 2014 Budget. That amount is being reconciled to the actual award. And finally, there is some reconciliation of funding among the Southern Consortium Partners to correct overspending of their 2013 FoodShare bonus award.

The Rock County Human Services Department wishes to use the funds purchase some capital items in 2014. Included are:

- \$33,484 to replace old phones for the Economic Support staff and providing them with wireless headsets.
- \$10,250 to purchase panels for office cubes to reduce noise and distractions to improve the workplace environment.
- \$500 for a wire pull into the training room so that a conference speaker phone can be brought in for training sessions.
- \$1,387 to replace 12 side chairs in the Economic Support waiting area that need to be replaced.

Funds are being appropriated in case they are needed to pay for overtime during the second ACA open enrollment period in late 2014.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve
INITIATED BY



Phil Boutwell
DRAFTED BY

County Board Staff Committee
Finance Committee
Human Services Board
SUBMITTED BY

June 17, 2014
DATE DRAFTED

Amending the 2014 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Social Worker Positions

1 **WHEREAS**, the CLTS Program makes Medicaid funding available to serve children who have
2 substantial limitations due to developmental, emotional and/or physical disabilities; and,
3

4 **WHEREAS**, as of May 2014, there are 153 children on the wait list for CLTS services in Rock County;
5 and,
6

7 **WHEREAS**, the state has made additional funds available to the Human Services Department that
8 would take 75 children off the wait list and provide CLTS services for them starting in 2014; and,
9

10 **WHEREAS**, the additional funding would pay for case managers who would develop individualized
11 service plans for each child as well as purchase needed items or services for the children; and,
12

13 **WHEREAS**, the new CLTS case management assignments will be split between two new county social
14 workers and additional contracted staff through Catholic Charities; and,
15

16 **WHEREAS**, the state approved case management billing rate for Catholic Charities is sufficient to
17 cover its staffing increase to provide CLTS case management services so that no county levy is required;
18 and,
19

20 **WHEREAS**, Medicaid billing revenue as well as administrative dollars in the additional funding are
21 sufficient to cover the cost of the two new Social Worker positions so that no county levy is required.
22

23 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
24 this ____ day of _____, 2014, does hereby approve the creation of 2.0 FTE Social Worker
25 positions for the CLTS Program; and,
26

27 **BE IT FURTHER RESOLVED**, that the 2014 Budget be amended as follows:
28

Account/Description	Budget <u>6/1/14</u>	Increase <u>(Decrease)</u>	Amended <u>Budget</u>
<u>Source of Funds</u>			
36-3691-0000-42100 Federal Aid	\$1,041,502	\$631,129	\$1,672,631
<u>Use of Funds</u>			
36-3691-0000-64604 Program Expense	\$1,102,583	\$571,201	\$1,673,784
36-3691-0000-68225 Allocated CFIS	\$199,017	\$59,928	\$258,945
36-3697-0000-61100 Regular Wages	\$1,493,173	\$32,782	\$1,525,955
36-3697-0000-61400 FICA	\$114,343	\$2,508	\$116,851

Amending the 2014 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Social Worker

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47	36-3697-0000-61510	\$104,626	\$2,294	\$106,920
48	Retirement			
49				
50	36-3697-0000-61610	\$573,981	\$21,800	\$595,781
51	Health Insurance			
52				
53	36-3697-0000-61620	\$15,462	\$539	\$16,001
54	Dental Insurance			
55				
56	36-3697-0000-61630	\$381	\$5	\$386
57	Life			
58				
59	36-3697-0000-68380	(\$199,017)	(\$59,928)	(\$258,945)
60	CLTS Allocation			

Respectfully submitted,

Human Services Board

County Board Staff Committee

Brian Knudson
Brian Knudson, Chair

J. Russell Podzilni, Chair

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

Sandra Kraft, Vice Chair

William Grah
William Grah

Eva Arnold

Ashley Kleven
Ashley Kleven

Henry Brill

Terry Fell
Terry Fell

Betty Jo Bussie

Absent
Linda Garrett

Mary Mawhinney

Kathy Schulz
Kathy Schulz

Louis Peer

Terry Thomas
Terry Thomas

Alan Sweeney

Shirley Williams
Shirley Williams

Kurtis L. Yankee

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair

FISCAL NOTE:

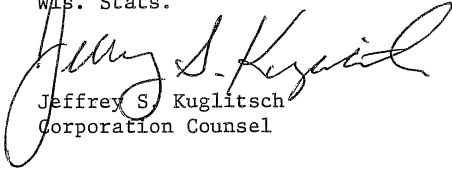
This resolution approves the creation of 2.0 FTE Social Worker positions. This resolution also increases the program expense budget in order to pay for more services through Catholic Charities. The new positions and additional program expense will be funded by federal Medicaid dollars. No additional County funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to Sec. 59.22(2), Wis. Stats. As an amendment to the adopted 2014 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

The Children's Long Term Support (CLTS) waiver program provides Medicaid funding for children who fall under three separate groups: Developmental Disabilities (DD), Physical Disabilities (PD), and Severe Emotional Disabilities (SED). At present, there are about 130 children served by this program in Rock County. The CLTS case management assignments are split between two county social workers and contracted staff through Catholic Charities.

As of May 23, 2014 there were 153 children on the wait list for CLTS services. The State of Wisconsin has notified the HSD that it has made additional funding available to serve children with complex health needs. The HSD is expected to use the funds to build capacity to serve children who have been screened eligible for CLTS services. The expectation outlined in the State memo dated March 2014 is that 58 children would be taken off the wait list. The HSD Program Manager believes there is adequate funding to take 75 children off the wait list. The funding would be used bring on four additional case managers in the CLTS program as well as pay for an array of services for the children.

The contract with Catholic Charities would be amended to bring on two additional contracted staff. The HSD would hire two social workers. They would be charged with moving the high need, children off the wait list. These are often complex kids who are currently in out-of-home placements that would benefit from the waiver program, which provides an array of services and pays for the move into a community setting. The children benefit from moving to a better, less restrictive environment. The county benefits from moving children in to waiver slots where 40% of the cost is covered by the County rather than 100% of the cost of substitute care. HSD social workers would also take the difficult cases off the wait list that are at a high risk for an out-of-home placement.

It is recommended the County Board approve the resolution. Up to 75 children and their families will benefit from CLTS services. There is no levy cost attributed to the 2.0 FTE social workers. Their billable hours as well as additional administrative funds in the contract cover the cost of their positions. And finally, it is the intention of the HSD to reduce the number of out-of-home placements and reduce the substitute care budget that pay for those placements in 2015. These positions will help achieve that goal.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

May 7, 2014
DATE DRAFTED

**AMENDING 2014 LAND CONSERVATION DEPARTMENT BUDGET
TO OFFSET COSTS ASSOCIATED
WITH THE PURCHASE OF AGRICULTURAL CONSERVATION EASEMENT PROGRAM**

1 **WHEREAS**, the Land Conservation Department was allocated funding from the ATC Fund account in
2 2009, per Resolution 09-2B-219, to fund various conservation projects; and,
3

4 **WHEREAS**, a portion of the allocation was earmarked for the implementation of the Purchase of
5 Agricultural Conservation Easements Program (PACE); and,
6

7 **WHEREAS**, the major funding component of the PACE program is the USDA-NRCS Agricultural
8 Conservation Easement Program (ACEP) (formerly referred to as the Farm and Ranchland Preservation
9 Program), which pays up to fifty percent (50%) of the Easement value; and,
10

11 **WHEREAS**, the ACEP guidelines require all easements funded must include a title insurance policy
12 valued for the full purchase price and have a comprehensive conservation easement appraisal
13 completed; and,
14

15 **WHEREAS**, the Land Conservation Department (LCD) purchases a preliminary title insurance policy
16 valued at \$15,000 as part of the initial title search early in the PACE application process and purchases
17 the remaining increment, which totals the full easement purchase price, prior to closing on the Easement
18 acquisition; and,
19

20 **WHEREAS**, due to unforeseen delays, two easements that would have closed in 2013 were moved to
21 early 2014, therefore the associated closing costs will also be incurred in 2014; and,
22

23 **WHEREAS**, an anticipated increase in applications in 2014 will cause a funding short fall for the
24 associated appraisal and title insurance fees; and,
25

26 **WHEREAS**, the Land Conservation Committee requests a transfer from the ATC Fund account and to
27 amend it's budget to reflect the costs associated with the aforementioned components of the PACE
28 Program.
29

30 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
31 assembled this ____ day of _____, 2014, amends the Land Conservation Department's
32 budget as follows:
33

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 06/01/2014</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds:</u>			
62-6350-0000-47000 Transfer In	\$244,781	\$14,000	\$258,781
<u>Use of Funds:</u>			
62-6350-0000-65109 Other Insurance	\$ 2,000	\$ 3,000	\$ 5,000
62-6350-0000-62101 Appraisal Fees	\$ 5,000	\$11,000	\$16,000

AMENDING 2014 LAND CONSERVATION DEPARTMENT BUDGET TO OFFSET COSTS ASSOCIATED WITH THE PURCHASE OF AGRICULTURAL CONSERVATION EASEMENT PROGRAM

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Respectfully submitted:

LAND CONSERVATION COMMITTEE

Richard Bostwick, Chair

Alan Sweeney, Vice Chair

Tom Brien

Wes Davis

Jason Dowd

Dave Rebout, USDA-FSA

Rick Richard

Larry Wiedenfeld

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair


ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

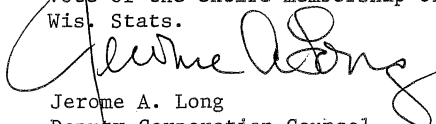
FISCAL NOTE:

This resolution authorizes the use of \$14,000 in ATC Fees for costs associated with the PACE Program. The Land Conservation ATC available fund balance is \$437,130.


Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2014 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.


Jerome A. Long
Deputy Corporation Counsel

EXECUTIVE SUMMARY

This resolution requests that money be transferred into the Land Conservation PACE budget from the ATC account to cover costs associated with the Purchase of Agricultural Conservation Easement (PACE) program, specifically the cost of title insurance and appraisal fees.

The LCD experienced delays in the closing of two PACE easements in 2013 until 2014. Also, the LCD anticipates a greater number of applications for the program in 2014 than estimated during the development of the 2014 budget, which will create a budget shortfall. The LCD is expecting at least four new applications for the program in 2014.