



**EDUCATION, VETERANS & AGING SERVICES COMMITTEE
TUESDAY, JANUARY 17, 2012 - 4:00 P.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – December 15, 2011
4. Citizen Participation, Communications, Announcements, Information
5. Transfers
6. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
7. Resolution
 - A. Amending the 2012 Council on Aging Budget to Adjust Title III and State Pharmaceutical Assistance Program Allocations
8. Department Reports
 - A. UW-Rock County Update – Dean Carmen Wilson
 - B. 2012 County Senior Statesmanship Program – Joyce Lubben
 - C. 2012 Older American Month – Joyce Lubben
9. Semi-Annual Report
 - A. Veterans Service
 - B. Council on Aging
10. Committee Requests and Motions
 - A. Ideas for Future Discussion
11. Adjournment

2011.11

Rock County - Production

01/11/12

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3838000000-62400	R & M SERV	440.00	17.5%	77.37	0.00	362.63	
	P1103998-PO# 12/31/11 -VN#047769						
						SSM SERVICE AND INSTALLATION L	415.00
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE		-52.37	415.00
				VETERANS SERVICE	PRDG-TOTAL-PO		415.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$415.00 INCURRED BY VETERANS SERVICE. 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.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

DATE _____ CHAIR

2011.1.31

Rock County - Production

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COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039030000-62625	OUTREACH SERVICE P1104003-PO# 12/31/11 -VN#042471	500.00 58.5%	406.50	-113.72	207.22	8.96	
	CLOSING BALANCE				198.26		8.96
3039030000-64124	CONSUMABLE SUPPL P1100942-PO# 12/31/11 -VN#013780	8,718.00 70.4%	6,859.81	-717.66	2,575.85	137.88	
	CLOSING BALANCE				2,437.97		137.88
3039030000-64904	SUNDRY EXPENSE P1101987-PO# 12/31/11 -VN#014534	1,000.00 34.4%	382.54	-37.80	655.26	12.36	
	CLOSING BALANCE				642.90		12.36
	NUTRITION PROGRAM						
	PROG-TOTAL-PO					159.20	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$159.20 INCURRED BY NUTRITION PROGRAM. 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.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____
 DATE _____ CHAIR _____

2011.1.9

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01/11/12

COMMITTEE APPROVAL REPORT

Page 3

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039050000-62410	R & M-VEHICLES	78,731.58 90.1%	59,465.11	11,513.51	7,752.96		
	P1100874-PO# 12/31/11 -VN#023194		ATLAS BUS SALES INC			130.34	
			CLOSING BALANCE		7,622.62		130.34
3039050000-63501	GAS & FUELS	81,000.00 96.9%	78,568.75	0.00	2,431.25		
	P1104081-PO# 12/31/11 -VN#046400		FLEET SERVICES			269.72	
			CLOSING BALANCE		2,161.53		269.72
3039050000-64629	OTHER TRANSP. EXP	22,784.00 76.2%	14,506.75	2,866.29	5,410.96		
	P1101198-PO# 12/31/11 -VN#042177		JANESVILLE FAMILY HEALTH CENTE			90.00	
	P1103999-PO# 12/31/11 -VN#014330		MANPOWER INC			28.50	
			CLOSING BALANCE		5,292.46		118.50
	E & H TRANSPORT. PROG-TOTAL-PO					518.56	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$518.56 INCURRED BY ELDERLY & HANDICAPPED TRANSPOR. 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.

EDUCATION & TRAINING

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

DATE _____

CHAIR

2011.1.

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039150000-64200	TRAINING EXP	8,500.00 76.0%	6,647.56	-184.40	2,036.84		
	P1103713-PO# 12/31/11 -VN#030188		BEST EVENTS			269.00	
			CLOSING BALANCE		1,767.84		269.00
3039150000-64615	CLIENT REL.COSTS	16,424.00 66.7%	10,355.35	614.00	5,454.65		
	P1102074-PO# 12/31/11 -VN#023658		ALTERNATIVE HOMECARE INC			105.00	
	P1103956-PO# 12/31/11 -VN#022764		YMCA OF NORTHERN ROCK COUNTY			684.00	
	P1104051-PO# 12/31/11 -VN#051651		GIBSON,PATRICIA H			240.00	
	P1104077-PO# 12/31/11 -VN#051651		GIBSON,PATRICIA H			120.00	
	P1104088-PO# 12/31/11 -VN#051680		WALKER,ANN			504.00	
	P1104089-PO# 12/31/11 -VN#050504		SEICHTER,CHARLENE			180.00	
			CLOSING BALANCE		3,621.65		1,833.00
	TITLE III-E		PROG-TOTAL-PO			2,102.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,102.00 INCURRED BY TITLE III-E FAM CAREGIVER SUPP. 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.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____
DATE _____ CHAIR _____

Rock County - Production 01/11/12 COMMITTEE APPROVAL REPORT Page 1

Account Number	Name	Yearly Prct Appropriation	Prct Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3838000000-63200	PUBL/SUBCR/DUES	335.00	0.0%	0.00	0.00	335.00		
	P1200669-PO# 01/06/12 -VN#011191						169.00	
	P1200670-PO# 01/06/12 -VN#022146						46.00	
						CLOSING BALANCE	120.00	215.00
						VETERANS SERVICE	PROG-TOTAL-PO	215.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$215.00 INCURRED BY VETERANS SERVICE. 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.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
JAN 17 2012 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039010000-63200	PUBL/SUBCR/DUES	355.00	0.0%	0.00	0.00	355.00	
	P1200677-PO# 01/06/12 -VN#042975			AIRES CERTIFICATION		55.00	
				CLOSING BALANCE	300.00		55.00
	TITLE III-B			PROG-TOTAL-PO		55.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$55.00 INCURRED BY TITLE III-B. 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.

EDUCATION & TRAINING

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

JAN 17 2012

DATE _____

CHAIR

2012.1.1

Rock County - Production

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COMMITTEE APPROVAL REPORT

Page 3

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039150000-64200	TRAINING EXP	4,000.00	0.0%	0.00	0.00	4,000.00	
	P1200667-PO# 01/06/12 -VN#051664			BETHANY HOME INC		660.00	
				CLOSING BALANCE	3,340.00		660.00
	TITLE III-E			PROG-TOTAL-PO		660.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$660.00 INCURRED BY TITLE III-E FAM CAREGIVER SUPP. 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.

EDUCATION & TRAINING

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

JAN 17 2012

DATE _____

CHAIR

2012.1.1

Rock County - Production

01/11/12

COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039620000-62119	OTHER SERVICES	11,572.00	0.0%	0.00	0.00	11,572.00	
ENC	R1200719-PO# 01/01/12 -VN#016049						
	SENIOR SERVICES OF ROCK COUNTY					9,967.00	
	CLOSING BALANCE				1,605.00		9,967.00
	SPAP 2011-2012		PRG-TOTAL-PO			9,967.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$9,967.00 INCURRED BY SPAP 2011-2012. 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.

EDUCATION & TRAINING

COMMITTEE APPROVES THE ABOVE, COM-APPROVAL

DEPT-HEAD

JAN 17 2012

DATE

CHAIR

2012.

Rock County - Production

01/11/12

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039080000-62625 ENC	OUTREACH SERVICE R1200831-PO# 01/11/12 -VN#036201	6,502.00	0.0%	0.00	0.01	6,501.99	1,075.10
						CLOSING BALANCE	5,426.89
						TITLE III-D	1,075.10
						PRG-TOTAL-PO	1,075.10

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,075.10
 INCURRED BY TITLE III-D. 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.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JAN 17 2012

DATE _____ CHAIR

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging Services
Committee
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging Services
Committee
SUBMITTED BY

December 28, 2011
DATE DRAFTED

**AMENDING THE 2012 COUNCIL ON AGING BUDGET TO ADJUST
TITLE III AND STATE PHARMACEUTICAL ASSISTANCE PROGRAM ALLOCATIONS**

- 1 **WHEREAS**, The Council on Aging receives Older Americans Act funds that are estimated in the budget
2 preparation process; and,
3
4 **WHEREAS**, the 2012 grant amounts for Title III and State Pharmaceutical Assistance programs have
5 been made available from the Wisconsin Bureau of Aging and Disability Resources.
6
7 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
8 this day of _____ day of _____, 2012 does hereby amend the Adopted 2012 Rock County
9 Council on Aging budget as follows:

<u>Account/Description</u>	<u>Budget at 01/01/2012</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Title III-B (Supportive Services)</u>			
<u>Source of Funds</u>			
30-3901-0000-42100 Federal Aid	125,649	1,204	126,853
<u>Use of Funds</u>			
30-3901-0000-62129 Other Legal Services	12,580	1,605	14,185
3901-0000-68000 Cost Allocations	(30,189)	(401)	(30,590)
<u>Title III-C-1 Congregate Meals</u>			
<u>Source of Funds</u>			
30-3903-0000-42100 Federal Aid	278,024	(308)	277,716
30-3903-0000-42102 Federal Aid - NSIP	41,221	(4,046)	37,175
<u>Use of Funds</u>			
30-3903-0000-62105 Contracted Food Services	118,467	(4,046)	114,421
30-3903-0000-64124 Consumable Supplies	8,000	(308)	7,692
<u>Title III-C-2 Delivered Meals</u>			
<u>Source of Funds</u>			
30-3904-0000-42100 Federal Funds	95,839	(1,016)	94,823
<u>Use of Funds</u>			
30-3904-0000-63308 Volunteer Mileage	39,227	(1,016)	38,211
<u>Title III-D Preventive Health</u>			
<u>Source of Funds</u>			
30-3908-0000-42100 Federal Aid	8,352	(11)	8,341
<u>Use of Funds</u>			
30-3908-0000-62625 Outreach Service	6,502	(11)	6,491

AMENDING THE 2012 COUNCIL ON AGING BUDGET TO ADJUST TITLE III
AND STATE PHARMACEUTICAL ASSISTANCE PROGRAM ALLOCATIONS

Page 2

51	<u>Title III-E NFCSP</u>			
52	<u>Source of Funds</u>			
53	30-3915-0000-42100	60,169	605	60,774
54	Federal Aid			
55	<u>Use of Funds</u>			
56	30-3915-0000-62624	30,189	401	30,590
57	Title III-B			
58	30-3915-0000-63200	500	204	704
59	Publications/Subscriptions/Dues			
60				
61	<u>State Pharmacy Assistance Program</u>			
62	<u>Source of Funds</u>			
63	30-3962-0000-42200	11,572	(1,605)	9,967
64	State Aid			
65	<u>Use of Funds</u>			
66	30-3962-0000-62119	11,572	(1,605)	9,967
67	Other Contracted Services			

Respectfully submitted,

Education, Veterans & Aging Services

Terry Thomas, Chair

Marvin Wopat, Vice Chair

Wayne Gustina

David Innis

Fred Yoss

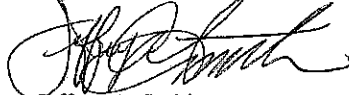
Finance Committee Endorsement

Reviewed and approved on a vote of:

May Mawhinney, Chair

FISCAL NOTE:

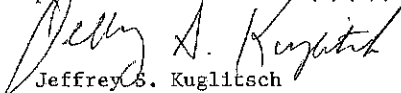
This resolution amends the Council on Aging's 2012 grant budgets to actual awards. The revised grants results in a net decrease of \$3,572 in Federal and a \$1,605 decrease in State Aid.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

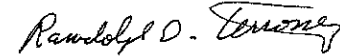
As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Randolph D. Terronez
Acting County Administrator

EXECUTIVE SUMMARY

The Council on Aging budget is funded primarily with federal Older Americans Act and state revenues. During the budget preparation process, the amount of funding is estimated. Actual amounts are not available until the contract is received from the Greater Wisconsin Agency on Aging Resources, the area agency on aging.

This budget amendment decreases the amounts of funding for the Nutrition Services Incentive Program; Title III-C-1 (Congregate Nutrition Program), Title III-C-2 (Home Delivered Meals), and Title III-D (Health Promotion) of the Older Americans Act; and the State Pharmaceutical Assistance Program.

There are slight increases for Title III-B (Supportive Services) and Title III-E (Family Caregiver Support Program).

No county funds are required.

**ROCK COUNTY VETERANS SERVICES
MEMORANDUM**

TO: EDUCATION, VETERANS AND AGING SERVICES COMMITTEE
FROM: JOHN SOLIS, JR., COUNTY VETERANS SERVICE OFFICER
SUBJECT: SEMI-ANNUAL REPORT – ATTENDANCE AT
CONVENTIONS/CONFERENCES
DATE: 12/07/2011
CC: CRAIG KNUTSON, COUNTY ADMINISTRATOR

No staff member in this department attended any out-of-state training sessions, conventions or conferences or in-state training sessions, conventions or conferences in excess of \$1000.00 from July 1 – December 31, 2011.

Memo

To: Education, Veterans and Aging Services Committee
CC: Craig Knutson, County Administrator
From: Joyce Lubben
Date: January 9, 2012
Re: Semi-Annual Report – Attendance at Conventions/Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from the Council on Aging has attended any training, conventions or conferences that exceeded costs of \$1,000 per event, per employee during the time frame of July 1, 2011 through December 31, 2011.