



**PUBLIC SAFETY & JUSTICE COMMITTEE
MONDAY – FEBRUARY 1, 2016 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – January 18, 2016
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
6. Semi-Annual Report – Attendance at Conventions / Conferences
7. Child Support Performance and Caseload Update – Kris Baker-Ellis
8. Committee Requests and Motions
9. Adjournment

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 01/20/16 Transfer No. 15-131
 Requested By Diane Michaelis, Sheriff's Office Sheriff Spoden
 Department Department Head

| FROM: | AMOUNT | TO: | AMOUNT |
|--|---------|--|---------|
| Account #: 21-2100-0000-63501 Description: Gasoline and Other Fuel - LES Current Balance: \$82,604 | \$1,817 | Account #: 21-2100-0000-67160 Description: Cap Assets \$500-\$4,999 - LES | \$1,817 |
| 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 cost per gallon of gasoline was less than the budgeted cost per gallon.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

The dive team needs a dry suit to replace a twenty year old dry suit.

FISCAL NOTE:

Sufficient funds are available for transfer. *8/22/16*

ADMINISTRATIVE NOTE:

Recommended *Jm 1-25-16*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--------------------|-----------------|----------|------------|---|-----------------|
| 21-2100-0000-63100 | OFC SUPP & EXP | P1600508 | 01/13/2016 | MENARDS | 14.99 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 11,735.00 | 16.99 | 2,156.96 | 14.99 | 9,546.06 |
| 21-2100-0000-63200 | PUBL/SUBCR/DUES | | | | |
| | | P1600713 | 01/01/2016 | INTERNATIONAL ASSOCIATION FOR | 80.00 |
| | | P1600780 | 01/01/2016 | MID STATES ORGANIZED CRIME INF | 250.00 |
| | | P1600782 | 01/01/2016 | NATIONAL ASSOCIATION OF CHIEFS | 60.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 5,093.00 | 455.00 | 944.00 | 390.00 | 3,304.00 |
| 21-2100-0000-64200 | TRAINING EXP | | | | |
| | | P1600776 | 01/01/2016 | DEPARTMENT OF NATURAL RESOURC | 40.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 38,500.00 | 0.00 | 10,145.00 | 40.00 | 28,315.00 |
| 21-2100-0000-65331 | EQUIP LEASE | | | | |
| | | P1600793 | 01/01/2016 | NAVAL SURFACE WARFARE CENTER | 300.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| | | | | SHERIFF PROG TOTAL | 744.99 |
| 21-2167-0000-64904 | SUNDRY EXPENSE | | | | |
| | | P1600479 | 01/11/2016 | ACE PORTABLES | 75.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 5,000.00 | 0.00 | 631.80 | 75.00 | 4,293.20 |
| | | | | RECAP OPERATIONS PROG TOTAL | 75.00 |
| 21-2200-0000-62161 | HOUSEHOLD SERV | | | | |
| | | P1600494 | 01/06/2016 | DE VERE COMPANY INC | 500.06 |
| | | P1600508 | 01/05/2016 | MENARDS | 63.92 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 39,257.00 | 529.00 | 19,521.00 | 563.98 | 18,643.02 |
| 21-2200-0000-64904 | SUNDRY EXPENSE | | | | |
| | | P1600777 | 01/04/2016 | ARROWHEAD LIBRARY SYSTEM | 2,000.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 135,000.00 | 356.89 | 4,793.11 | 2,000.00 | 127,850.00 |
| | | | | CORRECTIONAL FACILITY PROG TOTAL | 2,563.98 |
| 21-2550-2015-62119 | OTHER SERVICES | | | | |
| ENC | | R1600946 | 01/13/2016 | EPTEC INC | 18,715.00 |

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--|--------------|----------|------------|------------------------|-----------------|
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 0.00 | 0.00 | 0.00 | 18,715.00 | (18,715.00) |
| HAZARD MITIGATION PLANNING PROG TOTAL | | | | 18,715.00 | |
| 21-2560-2016-64200 | TRAINING EXP | | | | |
| | | P1600806 | 01/01/2016 | MILTON FIRE DEPARTMENT | 200.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 2,500.00 | 0.00 | 700.00 | 200.00 | 1,600.00 |
| LOCAL EMRG PLANNING COMM PROG TOTAL | | | | 200.00 | |

I have examined the preceding bills and encumbrances in the total amount of **\$22,298.97**.

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.

B. Bills under \$10,000 to be paid.

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|----------------------------------|-----------------|----------|------------|-------------------------|-----------------|
| 22-1200-0000-67161 | CA \$5,000/MORE | P1600003 | 01/01/2016 | RHYME BUSINESS PRODUCTS | 5,129.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 5,200.00 | 0.00 | 0.00 | 5,129.00 | 71.00 |
| CIRCUIT COURTS PROG TOTAL | | | | 5,129.00 | |

I have examined the preceding bills and encumbrances in the total amount of **\$5,129.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--|-----------------|----------|------------|------------------|-----------------|
| 23-2400-0000-63200 | PUBL/SUBCR/DUES | P1600672 | 01/01/2016 | CITY DIRECTORIES | 250.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 1,303.00 | 0.00 | 830.00 | 250.00 | 223.00 |
| 23-2400-0000-65321 | BLDG/OFC LEASE | P1600796 | 01/07/2016 | TOWN OF BELOIT | 7,022.53 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 150,334.00 | 821.14 | 9,219.86 | 7,022.53 | 133,270.47 |
| 911 PROJECT OPERATIONS PROG TOTAL | | | | 7,272.53 | |

I have examined the preceding bills and encumbrances in the total amount of **\$7,272.53**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|---|------------------|----------|------------|-------------------|-----------------|
| 24-1611-0000-62503 | INTERPRETER FEES | P1600742 | 01/05/2016 | GONZALEZ,VICTOR M | 110.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 1,500.00 | 0.00 | 0.00 | 110.00 | 1,390.00 |
| DEF PROSC-DOMESTIC VIOLENCE PROG TOTAL | | | | 110.00 | |

I have examined the preceding bills and encumbrances in the total amount of **\$110.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

2016...

Rock County

COMMITTEE APPROVAL REPORT

01/27/2016

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--------------------|------------------|----------|------------|---------------------------------|-----------------|
| 34-3850-0000-62400 | R & M SERV | P1600759 | 01/01/2016 | NAVIANT INC | 1,369.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 3,354.00 | 0.00 | 0.00 | 1,369.00 | 1,985.00 |
| 34-3850-0000-62503 | INTERPRETER FEES | P1600478 | 01/13/2016 | BILINGUAL TRAINING CONSULTANTS | 70.50 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 3,500.00 | 0.00 | 0.00 | 70.50 | 3,429.50 |
| 34-3850-0000-63200 | PUBL/SUBCR/DUES | P1600811 | 01/06/2016 | JANESVILLE GAZETTE INC | 245.70 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 650.00 | 0.00 | 0.00 | 245.70 | 404.30 |
| | | | | CHILD SUPPORT PROG TOTAL | 1,685.20 |

I have examined the preceding bills and encumbrances in the total amount of **\$1,685.20**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt | |
|--------------------|------------------|------------|------------|--|------------------|-------------|
| 21-2100-0000-62410 | R & M-VEHICLES | P1500363 | 12/17/2015 | CARQUEST AUTO PARTS | 114.99 | |
| | | P1500366 | 12/29/2015 | FAGAN CHEVROLET AND CADILLAC I | 23.22 | |
| | | P1500367 | 12/29/2015 | FRANK BOUCHER CHRYSLER DODGE | 2,566.95 | |
| | | P1502589 | 12/07/2015 | DAVIS CITGO SERVICE INC | 1,134.00 | |
| | | P1503115 | 12/18/2015 | GORDIE BOUCHER FORD LINCOLN ME | 4,020.04 | |
| | | P1503116 | 12/01/2015 | POMPS TIRE SERVICE INC | 10,273.20 | |
| | | | Budget | YTD Exp | YTD Enc | Pending |
| | 148,422.27 | 132,969.11 | 434.91 | 18,132.40 | (3,114.15) | |
| 21-2100-0000-63101 | POSTAGE | P1503959 | 12/31/2015 | UPS STORE,THE | 341.44 | |
| | | | Budget | YTD Exp | YTD Enc | Pending |
| | | 13,260.00 | 7,103.19 | 5,097.35 | 341.44 | 718.02 |
| 21-2100-0000-63904 | POLICING/1ST AID | P1503944 | 12/12/2015 | VOGUE CLEANERS | 15.00 | |
| | | P1503964 | 12/13/2015 | EDGERTON HOSPITAL AND HEALTH S | 78.00 | |
| | | | Budget | YTD Exp | YTD Enc | Pending |
| | | 18,211.00 | 15,018.36 | 847.44 | 93.00 | 2,252.20 |
| 21-2100-0000-64205 | STAFF EDUC | | 12/13/2015 | FUENTES,MONICA | 2,963.53 | |
| | | | Budget | YTD Exp | YTD Enc | Pending |
| | | 53,650.00 | 83,322.51 | 0.00 | 2,963.53 | (32,636.04) |
| | | | | SHERIFF PROG TOTAL | 21,530.37 | |
| 21-2119-2016-69501 | AID TO LOCALITIE | P1503945 | 12/31/2015 | TOWN OF BELOIT POLICE DEPARTME | 659.91 | |
| | | | Budget | YTD Exp | YTD Enc | Pending |
| | | 55,000.00 | 0.00 | 0.00 | 659.91 | 54,340.09 |
| | | | | OWI TASK FORCE GRANT PROG TOTAL | 659.91 | |
| 21-2200-0000-62161 | HOUSEHOLD SERV | P1500386 | 12/30/2015 | STAPLES ADVANTAGE | 390.53 | |
| | | | Budget | YTD Exp | YTD Enc | Pending |
| | | 57,705.00 | 58,437.39 | 4,360.63 | 390.53 | (5,483.55) |
| 21-2200-0000-63100 | OFC SUPP & EXP | P1500386 | 12/30/2015 | STAPLES ADVANTAGE | 7.79 | |
| | | | Budget | YTD Exp | YTD Enc | Pending |
| | | 6,850.00 | 6,780.56 | 209.48 | 7.79 | (147.83) |
| 21-2200-0000-64125 | BD OF PRISONERS | | | | | |

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|---|----------------|------------|------------|-------------------------------|------------------|
| | | P1503958 | 12/30/2015 | ARAMARK CORRECTIONAL SERVICES | 49,791.84 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 539,200.00 | 489,410.23 | 166.46 | 49,791.84 | (168.53) |
| 21-2200-0000-64904 | SUNDRY EXPENSE | | | | |
| | | P1503212 | 10/29/2015 | CARDIO PARTNER RESOURCES LLC | 4,020.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 135,000.00 | 72,421.83 | 891.90 | 4,020.00 | 57,666.27 |
| CORRECTIONAL FACILITY PROG TOTAL | | | | | 54,210.16 |

I have examined the preceding bills and encumbrances in the total amount of **\$76,400.44**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|----------------------------------|----------------|----------|------------|-----------------|-----------------|
| 22-1200-0000-63100 | OFC SUPP & EXP | P1503606 | 12/04/2015 | HENRICKSEN | 2,194.43 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 9,000.00 | 9,515.00 | 0.00 | 2,194.43 | (2,709.43) |
| CIRCUIT COURTS PROG TOTAL | | | | 2,194.43 | |

| | | | | | |
|-----------------------------------|----------------|-----------|------------|------------------------------|-----------------|
| 22-1209-0000-63100 | OFC SUPP & EXP | P1503045 | 12/31/2015 | MID AMERICA BUSINESS SYSTEMS | 2,336.00 |
| | | P1503048 | 12/28/2015 | MID AMERICA BUSINESS SYSTEMS | 2,515.00 |
| | | P1503275 | 12/22/2015 | MID AMERICA BUSINESS SYSTEMS | 650.40 |
| | | P1503605 | 12/04/2015 | HENRICKSEN | 940.47 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 37,705.00 | 24,973.62 | 0.00 | 6,441.87 | 6,289.51 |
| CLERK OF COURTS PROG TOTAL | | | | 6,441.87 | |

I have examined the preceding bills and encumbrances in the total amount of **\$8,636.30**
 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: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--|----------------|------------|------------|----------------------------|-----------------|
| 23-2400-0000-62119 | OTHER SERVICES | P1500060 | 12/31/2015 | OFFICE PRO INC | 13.78 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 31,372.00 | 25,864.26 | 421.74 | 13.78 | 5,072.22 |
| 23-2400-0000-62400 | R & M SERV | P1503868 | 12/11/2015 | GENERAL COMMUNICATIONS INC | 664.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 425,509.00 | 377,491.37 | 0.00 | 664.00 | 47,353.63 |
| 23-2400-0000-63100 | OFC SUPP & EXP | P1503864 | 12/02/2015 | PROFORMA PRINTWORKS | 153.93 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 9,000.00 | 8,304.36 | 0.00 | 153.93 | 541.71 |
| 911 PROJECT OPERATIONS PROG TOTAL | | | | 831.71 | |

I have examined the preceding bills and encumbrances in the total amount of **\$831.71**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt | |
|---|------------------|----------|------------|-----------------|-----------------|--|
| 24-1611-0000-67160 | CA \$500-\$4,999 | P1503538 | 12/04/2015 | HENRICKSEN | 2,673.20 | |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance | |
| | 2,674.00 | 0.00 | 0.00 | 2,673.20 | 0.80 | |
| DEF PROSC-DOMESTIC VIOLENCE PROG TOTAL | | | | 2,673.20 | | |

I have examined the preceding bills and encumbrances in the total amount of **\$2,673.20**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--------------------|--------------|-----------|------------|---------------------------------|-----------------|
| 34-3850-0000-62126 | OFFICER FEES | P1500595 | 12/31/2015 | O BRIEN AND ASSOCIATES INC | 10.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 21,500.00 | 16,928.17 | 0.00 | 10.00 | 4,561.83 |
| 34-3850-0000-62210 | TELEPHONE | P1500594 | 12/31/2015 | LANGUAGE LINE SERVICES | 144.72 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 18,300.00 | 8,796.04 | 0.00 | 144.72 | 9,359.24 |
| | | | | CHILD SUPPORT PROG TOTAL | 154.72 |

I have examined the preceding bills and encumbrances in the total amount of **\$154.72**

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.
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- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 01 2016**

Dept Head _____

Committee Chair _____

ROBERT D. SPODEN
ROCK COUNTY SHERIFF

BARBARA J. TILLMAN
CHIEF DEPUTY

January 25, 2016

TO: Public Safety and Justice Committee
FR: Sheriff Robert D. Spoden
RE: Semi-Annual Training Exceeding \$1,000
July 1, 2015 – December 31, 2015


During the period of July 1 to December 31, 2015, there were two (2) members of the Sheriff's Office that attended training in which the total cost exceeded \$1,000 per person, per event. Those specific trainings are listed below:

July 27-30, 2015 – Sergeant Williams attended the National Drug Court Conference in Washington, D.C.

| | |
|----------------|-------------------|
| Tuition | \$600.00 |
| Transportation | \$372.00 |
| Hotel | \$955.80 |
| Meals | <u>\$180.00</u> |
| Total | \$2,107.80 |

August 10-13, 2015 – Detective Miester attended the Crimes against Children Conference, which was held at Dallas Children's Advocacy Center in Dallas, TX.

| | |
|----------------|-------------------|
| Tuition | \$475.00 |
| Transportation | \$507.00 |
| Hotel | \$720.00 |
| Meals | <u>\$180.00</u> |
| Total | \$1,882.00 |


Robert D. Spoden, Sheriff

By: Sergeant Troy Egger
Training Coordinator

Cc: Josh Smith

200 EAST U.S. HIGHWAY 14
JANESVILLE, WISCONSIN 53545-9601
PHONE 608-757-8000 FAX 608-757-7997