



**EDUCATION, VETERANS & AGING SERVICES COMMITTEE  
TUESDAY, JULY 15, 2014 - 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 – June 17, 2014
4. Citizen Participation, Communications, Announcements, Information
5. Transfers
6.
  - A. Bills/Encumbrances
  - B. Pre-Approved Encumbrance Amendments
7. Resolutions
  - A. Recognizing Deborah Stluka for Her Service to Rock County  
(Will be provided at the meeting)
8. Department Reports
  - A. Discussion on Future of Volunteer RIDES Program
9. Semi Annual Reports
  - A. Council on Aging
  - B. Veterans Services
10. Committee Requests and Motions
  - A. Discussion on Future Meeting Site Visits
  - B. Ideas for Future Discussion
11. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

| Account Number                                   | Account Name     | PO#      | Inv Date   | Vendor Name                    | Inv/Enc Amt     |
|--|------------------|----------|------------|--------------------------------|-----------------|
| 30-3900-0000-64200                               | TRAINING EXP     | P1401861 | 06/25/2014 | HOLIDAY INN HOTEL AND CONVENTI | 140.00          |
|  | Budget           | YTD Exp  | YTD Enc    | Pending                        | Closing Balance |
|  | 1,000.00         | 354.98   | 320.02     | 140.00                         | 185.00          |
| <b>SENIOR CITIZEN PROGRAM PROG TOTAL</b>         |                  |          |            |                                | <b>140.00</b>   |
| 30-3901-0000-62614                               | PURCHASED SERV.  | P1402529 | 04/15/2014 | LANDMARK SERVICES COOP         | 706.00          |
|  | Budget           | YTD Exp  | YTD Enc    | Pending                        | Closing Balance |
|  | 8,000.00         | 2,824.14 | 640.32     | 706.00                         | 3,829.54        |
| 30-3901-0000-64200                               | TRAINING EXP     | P1401861 | 06/25/2014 | HOLIDAY INN HOTEL AND CONVENTI | 140.00          |
|  | Budget           | YTD Exp  | YTD Enc    | Pending                        | Closing Balance |
|  | 500.00           | 130.00   | 0.00       | 140.00                         | 230.00          |
| <b>TITLE III-B PROG TOTAL</b>                    |                  |          |            |                                | <b>846.00</b>   |
| 30-3903-0000-62625                               | OUTREACH SERVICE | P1402262 | 06/14/2014 | BEST EVENTS                    | 75.00           |
|  | Budget           | YTD Exp  | YTD Enc    | Pending                        | Closing Balance |
|  | 500.00           | 360.00   | 200.00     | 75.00                          | (135.00)        |
| <b>NUTRITION PROGRAM PROG TOTAL</b>              |                  |          |            |                                | <b>75.00</b>    |
| 30-3915-0000-64200                               | TRAINING EXP     | P1402418 | 06/20/2014 | KANDU INDUSTRIES INC           | 250.00          |
|  |                  | P1402462 | 06/30/2014 | VITA ZITTO ENTERTAINMENT INC   | 500.00          |
|  | Budget           | YTD Exp  | YTD Enc    | Pending                        | Closing Balance |
|  | 3,000.00         | 523.66   | 726.34     | 750.00                         | 1,000.00        |
| 30-3915-0000-64615                               | CLIENT REL.COSTS | P1400031 | 05/16/2014 | ALTERNATIVE HOMECARE INC       | 693.00          |
|  |                  | P1401286 | 05/31/2014 | LUTHERAN SOCIAL SERVICES       | 55.00           |
|  |                  | P1401311 | 06/08/2014 | VAN ABLE,SANDRA                | 234.00          |
|  |                  | P1402261 | 05/28/2014 | PROPST,HARRY                   | 320.00          |
|  |                  | P1402409 | 06/09/2014 | ZIMMERMAN,BARBARA              | 72.00           |
|  |                  | P1402459 | 06/17/2014 | ASPIRE GENERATION LIBERTY LLC  | 31.50           |
|  |                  | P1402522 | 06/27/2014 | PROPST,HARRY                   | 320.00          |
|  | Budget           | YTD Exp  | YTD Enc    | Pending                        | Closing Balance |
|  | 24,210.00        | 6,878.50 | 0.00       | 1,725.50                       | 15,606.00       |
| <b>TITLE III-E FAM CAREGIVER SUPP PROG TOTAL</b> |                  |          |            |                                | <b>2,475.50</b> |
| 30-3916-0000-62625                               | OUTREACH SERVICE |          |            |                                |                 |

**COMMITTEE APPROVAL REPORT**

| Account Number                             | Account Name   | PO#      | Inv Date   | Vendor Name                   | Inv/Enc Amt     |
|--|----------------|----------|------------|-------------------------------|-----------------|
|  |                | P1402464 | 07/03/2014 | STUMPS PARTY                  | 73.92           |
|  | Budget         | YTD Exp  | YTD Enc    | Pending                       | Closing Balance |
|  | 2,000.00       | 612.00   | 268.40     | 73.92                         | 1,045.68        |
| <b>MOBILITY MANAGER GRANT PROG TOTAL</b>   |                |          |            |                               | <b>73.92</b>    |
| 30-3921-0000-64200                         | TRAINING EXP   |          |            |                               |                 |
|  |                | P1401579 | 06/20/2014 | STONE CREEK INN               | 140.00          |
|  | Budget         | YTD Exp  | YTD Enc    | Pending                       | Closing Balance |
|  | 300.00         | 75.00    | 0.00       | 140.00                        | 85.00           |
| <b>BENEFIT SPECIALIST GRANT PROG TOTAL</b> |                |          |            |                               | <b>140.00</b>   |
| 30-3932-0000-62119                         | OTHER SERVICES |          |            |                               |                 |
|  |                | P1402163 | 05/27/2014 | BEST EVENTS                   | 159.84          |
|  |                | P1402459 | 07/01/2014 | ASPIRE GENERATION LIBERTY LLC | 408.03          |
|  | Budget         | YTD Exp  | YTD Enc    | Pending                       | Closing Balance |
|  | 20,000.00      | 743.74   | 530.00     | 567.87                        | 18,158.39       |
| <b>LIGHTEN UP! GRANT PROG TOTAL</b>        |                |          |            |                               | <b>567.87</b>   |

I have examined the preceding bills and encumbrances in the total amount of **\$4,318.29**

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 15 2014**

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

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

| Account Number                     | Account Name     | PO#      | Inv Date   | Vendor Name                 | Inv/Enc Amt     |
|------------------------------------|------------------|----------|------------|-----------------------------|-----------------|
| 38-3800-0000-64607                 | VET BURIAL BENEF |          |            |                             |                 |
|                                    |                  | P1402451 | 06/16/2014 | BETHEL CEMETERY ASSOCIATION | 396.00          |
|                                    |                  | P1402530 | 07/01/2014 | TOWN OF LIMA                | 86.00           |
|                                    | Budget           | YTD Exp  | YTD Enc    | Pending                     | Closing Balance |
|                                    | 5,214.00         | 0.00     | 0.00       | 482.00                      | 4,732.00        |
| <b>VETERANS SERVICE PROG TOTAL</b> |                  |          |            | <b>482.00</b>               |                 |

I have examined the preceding bills and encumbrances in the total amount of **\$482.00**

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 15 2014**

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

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

# Memo

**To:** Education, Veterans and Aging Services Committee  
**CC:** Craig Knutson, County Administrator  
**From:** Joyce Lubben  
**Date:** July 2, 2014  
**Re:** Semi-Annual Report – Attendance at Conventions/Conferences

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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 during the time frame of January 1, 2014 through June 30, 2014 two staff members attended conferences that exceeded \$1,000 each.

Justin Svingen, Mobility Manager, attended the 2014 North American Conference on Elderly Mobility. This was held from May 11-14, 2014 in Detroit, MI. Total costs for this travel were \$1,563.41. These costs were totally paid for through the federal New Freedom grant.

Steve Skelly, Specialized Transit Program Supervisor, attended the annual RouteMatch conference in Atlanta, GA from March 31 – April 3, 2014. Total costs for this travel were \$1,151.19 which were funded by the s.85.21 grant.


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**ROCK COUNTY VETERANS SERVICES  
MEMORANDUM**

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**TO:** EDUCATION, VETERANS AND AGING SERVICES COMMITTEE  
**FROM:** JOHN SOLIS, JR., COUNTY VETERANS SERVICE OFFICER   
**SUBJECT:** SEMI-ANNUAL REPORT – ATTENDANCE AT  
CONVENTIONS/CONFERENCES  
**DATE:** 06/12/2014  
**CC:** CRAIG KNUTSON, COUNTY ADMINISTRATOR

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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 January 1 – June 30, 2014.