



Rock County Human Services Department
P. O. Box 1649, 3530 N. County Trunk F
Janesville, Wisconsin 53547-1649
Phone: 608/757-5271
Fax: 608/757-5374

ROCK COUNTY HUMAN SERVICES BOARD
Wednesday, July 25, 2012– 4:30 p.m.

Rock County Health Care Center – 3rd Floor Conference Room, Janesville

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of July 11, 2012 *
4. Citizen Participation
5. Approval of Contracts, Transfers, and/or Encumbrances -- Ms. Mooren
6. Approval of Bills – Mr. Zuehlke
7. Resolution Creating 1.0 FTE Bachelor Level Social Worker, Certified (BSW) Position and Deleting 1.0 FTE Youth Specialist Position * – Mr. Boutwell and Mr. Horozewski
8. Report on Economic Support -- Ms. Blackcoon
9. Brief Review of Finance/County Board Staff Committee Presentation -- Ms. Klyve
10. Director's Report *
 - W2 / ES Caseload
 - Semi-Annual Report on Out of State Conferences
11. Committee Requests for Future Agenda Items
12. Next meeting: Wednesday, August 8, 2012 at 4:30 p.m. at the *Rock County Job Center, Room D/E*, in Janesville, Wisconsin. **PUBLIC HEARING AT 6:00 P.M. IN ROOM K**
13. Adjourn

NOTE TO COMMITTEE MEMBERS: To ensure a quorum, please call the Administrative Secretary at 757-5271 if you are unable to attend the meeting.

* Attachment ** These items may be handed out at the meeting if not available for the mailing.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve
INITIATED BY



Phil Boutwell & Lance Horozewski
DRAFTED BY

County Board Staff Committee
Human Services Board
SUBMITTED BY

July 17, 2012
DATE DRAFTED

Creating 1.0 FTE Bachelor Level Social Worker Position and Deleting 1.0 FTE Youth Specialist Position

1 **WHEREAS**, the Rock County Human Services Department requests that a 1.0 FTE Youth Specialist
2 position be deleted and 1.0 FTE Bachelor Level Social Worker created; and,
3
4 **WHEREAS**, the change fulfills a key recommendation of an outside consultant that calls for a BSW
5 case manager position to be hired at the Youth Services Center (YSC); and,
6
7 **WHEREAS**, there is an immediate need for a case manager to operate new program changes installed at
8 the YSC such as Behavioral Stabilization and Alternatives to Corrections; and,
9
10 **WHEREAS**, the requested personnel action does not require a budget modification in 2012 because the
11 newly created BSW position is less costly than the Youth Specialists position that is presently vacant
12 due to the retirement of a long term employee.
13
14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors assembled this
15 _____ day of _____, 2012, does hereby approve the creation of a new 1.0 FTE Bachelor
16 Level Social Worker, Certified, and delete the position of 1.0 FTE Youth Specialist, effective upon
17 approval of the County Board.

Respectfully submitted,

Human Services Board

County Board Staff Committee

Brian Knudson, Chair

J. Russell Podzilni, Chair

Sally Jean Weaver-Landers, Vice Chair

Sandra Kraft, Vice Chair

Terry Fell

Eva Arnold

William Grahm

Henry Brill

Kathy Kelm

Betty Jo Bussie

Phillip Owens

Mary Mawhinney

Terry Thomas

Marilynn Jensen

Shirley Williams

Louis Peer

Marvin Wopat

Kurtis L. Yankee

Creating 1.0 FTE Bachelor Level Social Worker Position and Deleting 1.0 FTE Youth Specialist Position

Page 2

FISCAL NOTE:

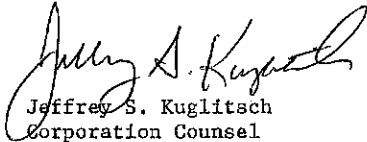
This resolution deletes a 1.0 FTE Youth Specialist position and creates a 1.0 FTE Bachelor Level Social Worker position. The new position will be filled at an hourly rate lower than what was budgeted for the deleted position. Therefore, a budget amendment is not necessary.



Sherry Oja
Finance Director

LEGAL NOTE:

County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

Over the past two years Rock County's Youth Services Center (YSC) has made substantial and successful programmatic improvements while remaining within or under budget. However, to continue implementing key recommendations of the outside evaluation by Wayne Liddell Consulting, the Juvenile Justice & Prevention Services Division requests that a vacant 1.0 FTE Youth Specialist position be deleted and a 1.0 FTE Bachelors Level Social Worker be added who can act as a case manager.

This change fulfills one recommendation of the facility evaluation that called for a case manager to be hired at YSC. With the creation of two new programs in the facility – Behavioral Stabilization and Alternatives to Corrections – there is an immediate need for a case manager to communicate with outside professionals and create treatment plans for youth. The significant job tasks of the YSC case manager will be to provide technical expertise to Youth Specialists on behavior management, client programming, running treatment groups, and communicating with the parents, social workers, attorneys, school personnel and others involved with the YSC residents.

The Human Services Department requests the County Board consider the personnel action outside of the annual budget process. The justification for the request includes the immediacy of need for a case manager, the action would not require a lay-off, and the County Board is not being asked to modify the 2012 Budget. The 1.0 FTE Youth Specialist position is vacant due to a recent retirement. The Youth Specialist position was at the hourly rate of \$19.26. The 1.0 FTE Bachelor Level Social Worker position would start at the hourly rate of \$16.40. Thus, there is no need to modify the 2012 Budget.

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, July 25, 2012**

HSD MANAGEMENT TEAM MEETING – July 10, 2012
Meeting Cancelled.

HSD MANAGEMENT TEAM MEETING – July 17, 2012

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Resolutions for Those Leaving Under Unusual Circumstances**
- **Storage on 4th Floor**
- **County Calling Cards**
- **New Employee Notifications**
- **Guardianship Contracts**
- **Position Descriptions**

INFORMATION ITEMS

- **HSD Board Agenda**
- MEETING WRAP-UP
-