



Rock County Human Services Department  
P. O. Box 1649, 3530 N. County Trunk F  
Janesville, Wisconsin 53547-1649  
Phone: 608/757-5271  
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**ROCK COUNTY HUMAN SERVICES BOARD**  
Wednesday, August 10, 2011 – 4:30 p.m.

Job Center – Room D/E, Janesville

**AGENDA**

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of July 27, 2011 \*
4. Citizen Participation
5. Review of 2010 HSD Annual Report
6. Approval of Contracts, Transfers, and/or Encumbrances \* – Ms. Mooren
7. Approval of Bills – Mr. Zuehlke
8. Director's Report \*
  - W2 / ES Caseload
  - Budget Update
9. Committee Requests for Future Agenda Items
10. Next Meeting: Wednesday, August 24, 2011 at 4:30 p.m. at the *Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, in Janesville, Wisconsin.*
11. Adjourn

***Please Note  
Location Change***

NOTE TO COMMITTEE MEMBERS: To ensure a quorum, please call the Administrative Secretary at 757-5484 if you are unable to attend the meeting.

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

7/29

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

11-117

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department Sara Mooren x8431  
Originating Department Contact Person Phone

Contract with: Latino Service Providers Coalition  
(Name of entity)

Contract Period: Start Date: 8/01/2011 Expiration Date: 3/31/2012

Contract Amount: \$10,957.00

Expenditure/ Revenue Account Numbers: 36-3659-0000-64604 OJA-DMC Program Expense  
(provide 9-digit object codes)

Executive Summary: This contract with Latino Service Providers Coalition is for arrest diversion programming. Services include: liaison with Janesville and Beloit Police Departments; community outreach; education and training; language translation and interpretation; referral services for Latino youth. This contract is funded 100% with state State of Wisconsin Office of Justice Assistance Disproportionate Minority Contact funds and is part of the Juvenile Justice and Prevention Services Division's state-approved DMC plan.

Were Bids or Quotations Solicited?  Yes  No

Covered by State Contract?  Yes  No

NEW  11-117 AMENDMENT TO: \_\_\_\_\_

ADDENDUM TO: \_\_\_\_\_

### ADMINISTRATION CONTRACT REVIEW

NO. 8S1072

Contract between Rock Co. Human Services Dept. and Latino Service Providers Coalition for period of 8/1/11 - 3/31/12 for arrest diversion programming  
Contract Amount: \$10,957.00

Corporation Counsel has reviewed this Document and finds it to be proper, as to form.

Eugene R. Dumas 8/2/11  
Signature Date

### Total Fiscal Impact & Source of Funds:

Sufficient funds by collection  
2010's 2011 budget  
[Signature] [Signature]  
Finance Director Date

Reviewed by Purchasing for compliance:  
Jessica Mullen 8/1/11

White - General Services  
Yellow - Originating Department  
Pink - County Clerk



Encumbrance

Rock County - Production

08/03/11

COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Prort Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3636640000-63400 ENC	OPERATING SUPPLI R1103038-PO# 07/28/11 -VN#036201 AMAZON.COM	49,104.00	34.2%	16,775.90	40.87	32,287.23	398.90
					CLOSING BALANCE	31,888.33	398.90
	SECURE DETENTION				PROG-TOTAL-PO		398.90

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$398.90  
 INCURRED BY SECURE DETENTION. 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.

HUMAN SERVICES

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL



DEPT-HEAD

DATE

CHAIR



**ROCK COUNTY HUMAN SERVICES DEPARTMENT  
DIRECTOR'S REPORT  
WEDNESDAY, August 10, 2011**

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**HSD MANAGEMENT TEAM MEETING – July 26, 2011**

Meeting cancelled.

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**HSD MANAGEMENT TEAM MEETING – August 2, 2011**

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- Praise And Recognition
- NIATx Michael Quirk Conference Call
- Celebrating Caring Days Reminder
- Social Media Concerns
- Latino Community Fair August 19<sup>th</sup>
- Problems With Logistic Care
- Conceal and Carry Law Job Center

INFORMATION ITEMS

- HSD Board Agenda
- MEETING WRAP-UP
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