



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 14, 2013 – 4:30 p.m.

Rock County Job Center – Room D/E, Janesville

AGENDA

***Please Note
Location Change***

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of July 24, 2013 *
4. Citizen Participation
5. Praise and Recognition – Economic Support
6. Approval of Contracts, Transfers, and/or Encumbrances * – Ms. Mooren
7. Approval of Bills * – Mr. Zuehlke
8. Presentation on 2012 Annual Report
 - a. ESS – Ms. Haigh
 - b. TRQM – Mr. Singer
 - c. Job Center – Mr. Zuehlke
9. Director's Report *
10. Committee Requests for Future Agenda Items
11. Next Meeting: Wednesday August 28, 2013 at 4:30 p.m. at the Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.
12. 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.

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.

HSD_2013_0129

G:\BUSINESS\CONTRACT\2013 Contracts\ACS\SHC\KANDU Industries, Inc.

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

Human Services Department Sara Mooren x 8431
Originating Department Contact Person Phone

Contract with: KANDU Industries, Inc., Guardian Advocate Program
(Name of entity)

Contract Period: Start Date: 7/1/2013 Expiration Date: 12/31/2014

Contract Amount: Rate x number of approved clients

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change from prior year</u>
Initial Set Up Fee	\$263.00	Client	New
Guardianship	\$181.50	Month	New

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

- 36-3666-0000-64604 Long Term Support
- 36-3668-0000-64604 Community Options Program (COP)
- 36-3674-0000-64604 COP Waiver
- 36-3675-0000-64604 Community Relocation Initiative
- 36-3678-0000-64604 Community Integration Program (CIP II)
- 36-3681-0000-64604 Nursing Home Diversion
- 36-3706-0000-64604 Community Support Program (CSP)

Executive Summary:

Rock County Human Services Department has developed contracts with a small pool of providers for Guardianship services. This is one of several providers from which Rock County clients may choose for such services. Rates fall on the high end of the average of other providers providing this service.

Were Bids or Quotations Solicited? Yes No

Covered by State Contract? Yes No

State Contract # _____

Contract will be signed by: County Board Chair
 Human Services Board Chair

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.

HSD_2013_0016

G:\BUSINESS\CONTRACT\2013 Contracts\SUB\LSS

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

Human Services Department Sara Mooren x 8431
 Originating Department Contact Person Phone

Contract with: Lutheran Social Services of Wisconsin and Upper Michigan
 (Name of entity)

Contract Period: Start Date: 1/1/2013 Expiration Date: 12/31/2013

Contract Amount: \$ Rate x Number of approved clients

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change from prior year</u>
Treatment Foster Care - Administrative Rate (Level 2)	\$49.00	Day	n/a
Treatment Foster Care - Administrative Rate (Levels 3 and 4)	\$63.50	Day	0%
Respite Care*	\$90.00	Day	0%
Crisis Respite Care*	\$145.00	Day	0%

*Indicates services requiring special approval

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

<u>36-3638-0000-64604</u>	<u>Child Protective Services – Substitute Care</u>
<u>36-3654-0000-64604</u>	<u>Juvenile Justice Services – Substitute Care</u>

Executive Summary:

Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The State rather than the County now negotiates the rates with each agency based on a universal standard.

The 2013 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services</u>		<u>Juvenile Justice Services</u>	
\$1,890,412	Foster Homes I-V	\$397,144	Foster Homes I-V
\$167,998	Group Homes	\$254,322	Group Homes
\$1,688,261	Residential Care Centers	\$916,812	Residential Care Centers
\$3,746,671	Total	\$1,568,278	Total

Were Bids or Quotations Solicited? Yes No
 Covered by State Contract? Yes No

State Contract #

Contract will be signed by: County Board Chair
 Other? Who? Human Services Board Chair

PURCHASE ORDER NUMBER P1300420

PEID 047826

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE August 1, 2013

DEPARTMENT Human Services

COMMITTEE Human Services Board

VENDOR NAME Language Line Services

ACCOUNT NUMBER 36-3605-0000-62119

FUNDS DESCRIPTION IM Consortium Other Contracted Services

AMOUNT OF INCREASE \$ 7,500

INCREASE FROM \$ 7,111 TO \$ 14,611

ACCOUNT BALANCE AVAILABLE \$ 3,006,086.50 SB 08/01/13

REASON FOR AMENDMENT Additional funding required for IM Consortium

interpretation services

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

INDEX OF ACCOUNTS
2013 Cost Centers and Programs

Agency Management and Support		Index #	Funding
3600	Agency Management and Support	1	Federal/State/County
3602	Overhead	2	Federal/State/County
3603	Special Human Services Department Account	3	County or Contributions
Economic Support			
3604	Economic Support	4	Federal/County
3605	IM Consortium	5	Federal/State
3607	FSET	6	Federal
3610	Child Care Administration	7	Federal
3614	Low Income Home Energy Assistance Program (LIHEAP)	8	Federal
3622	Temporary Aid to Needy Families (TANF) Related	9	Federal/State
3624	Interim Assistance	10	County
Child Protective Services			
3634	Child Protective Services	11	Basic County Allocation/Cty
3637	Home Visitation	12	Federal
3638	Child Protective Services Substitute Care	13	Fees/County
3639	In-Home Safety	14	Federal
3641	Brighter Futures	15	Federal/State
3645	Children and Family Incentive Funds	16	Federal/State/County
3655	Kinship Care	17	State
Juvenile Justice Services			
3646	Juvenile Justice Services	18	State/Fees/County
3636	Independent Living Program	19	Federal
3648	Community Youth Aids	20	Federal/County/State
3649	Juvenile Accountability Incentive Block Grant	21	Federal/County
3654	Youth Aids	22	Fees/County
3656	Community Intervention Program	23	State
3659	Disproportionate Minority Contact Grant	24	Federal/Other
3660	Mental Health Block Grant	25	Federal
3664	Youth Services Center	26	Federal/County/Fees
Long Term Support			
3666	Long Term Support	27	BCA/County
3667	Medical Assistance Pass Through (MAPT)	28	Federal/County
3668	Community Options Program (COP)	29	State
3671	Elder Abuse & Neglect	30	State
3674	Community Options Waiver Program (COP-Waiver)	31	Federal/State
3675	Community Relocation Initiative (CRI)	32	Federal/State
3678	Community Integration Program (CIP-II)	33	Federal/State
3681	Nursing Home Diversion	34	Federal/State
3682	Alzheimers Family Caregiver Support Program (AFCSP)	35	State
3683	Aging and Disability Resource Center (ADRC)	36	Federal/State
Mental Health & AODA Services			
3686	Detox Services	37	County/Fees

INDEX OF ACCOUNTS
2013 Cost Centers and Programs

3687	Non-Residents	38	State
3688	Criminal Justice Coordinating Councils Grant	39	Federal
3689	Crisis Intervention Services	40	Federal/County/Fees
3690	Outpatient Services	41	Federal/State/County
3658	Severely Emotionally Disturbed (SED) Grant	42	Federal/County
3691	Children's Long Term Support	43	Federal
3694	Alcohol and Other Drug Abuse (AODA) Inner City Grant	44	Federal
3696	Treatment Alternatives Program (TAP)	45	Federal
3700	AODA Block Grant	46	Federal
3703	IDP Enhancement Grant	47	Federal
3704	Intoxicated Driver Program	48	Fees/Surcharges
3713	PATH	49	Federal/State/County
Adult Community Services			
3706	Community Support Program	50	County/Fees/Federal
3714	CSP Waiting List	51	State
Wisconsin Works			
3720	Wisconsin Works - Admin/Services	52	Federal
3721	Wisconsin Works - Benefits	53	Federal
3726	Child Care Eligibility	54	Federal
Job Center			
3730	Job Center	55	Partners/State/County

05530803

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3634-0000-64604 11 36-3634-1814	PROGRAM EXPENSE		08/06/2013	ROCK COUNTY HUMAN SERVICES DEP	6.35
CPS	Budge	YTD	YTD	Pendin	Closing
	95,922.00	28,794.68	27,624.26	6.35	39,496.71
36-3636-0000-64604 1A 36-3636-0000	PROGRAM EXPENSE		08/06/2013	ROCK COUNTY HUMAN SERVICES DEP	15.00
INDEPEND LIVING	Budge	YTD	YTD	Pendin	Closing
	7,804.00	4,588.39	0.00	15.00	3,200.61
36-3646-0000-64604 18 36-3646-0000 36-3646-5016	PROGRAM EXPENSE		08/06/2013	ROCK COUNTY HUMAN SERVICES DEP	120.00
JUVENILE JUSTICE	Budge	YTD	YTD	Pendin	Closing
	15,950.00	11,775.53	72.00	484.00	3,618.47
36-3689-0000-64604 40 36-3689-0000	PROGRAM EXPENSE		08/06/2013	ROCK COUNTY HUMAN SERVICES DEP	120.00
CRISIS	Budge	YTD	YTD	Pendin	Closing
	210,000.00	76,832.91	171,265.50	120.00	(38,218.41)
36-3703-0000-62119 27 36-3703-0000	OTHER SERVICES		08/06/2013	ROCK COUNTY HUMAN SERVICES DEP	500.00
IDP ENHAN GRANT	Budge	YTD	YTD	Pendin	Closing
	41,172.00	23,257.80	0.00	500.00	17,414.20

I have examined the preceding bills and encumbrances in the total amount \$1,125.35
 Claims covering the items are proper and have been previously funded. These items are to be treated as
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County
 B. Bills under \$10,000 to be
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department

Date: _____ Dept _____

 Committee _____

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0GR30801

Rock County HSD

COMMITTEE APPROVAL REPORT

08/07/2013

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3624-0000-64604	PROGRAM EXPENSE					
36-3624-3604			08/06/2013	ALLIANT ENERGY	69.79	
36-3624-3604			08/06/2013	HOMECARE PHARMACY	58.52	
36-3624-3604			08/06/2013	GARDNER, LELA	200.00	
	Budge		YTD	YTD	Pendin	Closing
INTERIM ASSIST	36,000.00		17,304.79	0.00	328.31	17,366.90

I have examined the preceding bills and encumbrances in the total amount \$328.31
Claims covering the items are proper and have been previously funded. These items are to be treated as

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

B. Bills under \$10,000 to be

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

Date: _____ Dept _____

Committee _____

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0AD30701

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3700-0000-62119	OTHER SERVICES				
46 36-3700-0000			07/31/2013	KEALEY PHARMACY	5,966.10
36-3700-1331			07/31/2013	LUTHERAN SOCIAL SERVICES	70.00
36-3700-1331			07/31/2013	JANESVILLE PSYCHIATRIC CLINIC	220.00
	Budge	YTD	YTD	Pendin	Closing
AODA BLOCK GRANT	276,494.00	89,889.15	0.00	6,256.10	180,348.75
36-3704-0000-62119	OTHER SERVICES				
48 36-3704-1331			07/31/2013	BELOIT AREA	37.50
36-3704-1331			07/31/2013	CROSSROADS COUNSELING CENTER	767.50
36-3704-1331			07/31/2013	LUTHERAN SOCIAL SERVICES	100.00
36-3704-1331			07/31/2013	JANESVILLE PSYCHIATRIC CLINIC	185.00
	Budge	YTD	YTD	Pendin	Closing
IDP	191,585.00	39,073.21	0.00	1,090.00	151,421.79

I have examined the preceding bills and encumbrances in the total amount \$7,346.10
 Claims covering the items are proper and have been previously funded. These items are to be treated as
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County
 B. Bills under \$10,000 to be
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department

Date: _____ Dept _____

 Committee _____

Base 3010

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
2 36-3602-0000-81915 36-3602-0000	CERT/LIC/OTHER	P1302660	08/05/2013	STATE OF WISCONSIN	1,100.00
OVERHEAD	Budget 85.00	YTD Exp 85.00	YTD Enc 0.00	Pending 1,100.00	Closing Balance (1,100.00)
2 36-3602-0000-62119 36-3602-0000 36-3602-0000	OTHER SERVICES	P1300589 P1301420	07/24/2013 07/15/2013	PAPER RECOVERY SERVICE CORPORA SPEED SCRIBE	727.40 1,202.50
OVERHEAD	Budget 35,990.00	YTD Exp 19,123.47	YTD Enc 14,498.84	Pending 1,929.90	Closing Balance 437.79
2 36-3602-0000-63100 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1300578 P1300588	07/10/2013 07/29/2013	E AND D WATER WORKS INC MENARDS	46.00 32.97
OVERHEAD	Budget 85,282.00	YTD Exp 35,789.58	YTD Enc 10,180.61	Pending 78.97	Closing Balance 39,232.84
2 36-3602-0000-63200 36-3602-0000	PUBL/SUBCR/DUES	P1302537	07/23/2013	WISCONSIN COUNTY HUMAN SERVICE	300.00
OVERHEAD	Budget 3,068.00	YTD Exp 1,987.75	YTD Enc 0.00	Pending 300.00	Closing Balance 780.25
2 36-3602-0000-67200 36-3602-0000	CAPITAL IMPROV	P1302654	07/12/2013	SULLIVAN SIGNS INC	1,475.00
OVERHEAD	Budget 11,000.00	YTD Exp 0.00	YTD Enc 0.00	Pending 1,475.00	Closing Balance 9,525.00
3 36-3603-0000-64605 36-3603-0000 36-3603-0000	NON-REIMB EXP		07/28/2013 07/26/2013	PARSON,JODI MUTH,MICHELLE	25.37 25.00
SPECIAL HSD	Budget 1,000.00	YTD Exp 428.76	YTD Enc 0.00	Pending 50.37	Closing Balance 520.87
5 36-3605-0000-62119 36-3605-0000	OTHER SERVICES	P1302645	06/30/2013	LANGUAGE LINE SERVICES	419.22
IM CONSORTIUM	Budget 3,018,894.00	YTD Exp 625,614.50	YTD Enc 419.21	Pending 419.22	Closing Balance 2,392,441.07
11 36-3634-0000-63300 36-3634-0000 36-3634-0000	TRAVEL		07/22/2013 07/23/2013	MICKLEVITZ,CHRISTINA WAGNER,ALICIA	77.97 25.62
CPS	Budget 165,000.00	YTD Exp 100,376.10	YTD Enc 0.00	Pending 103.59	Closing Balance 64,520.31
11 36-3634-0000-64604 36-3634-1803 36-3634-1814	PROGRAM EXPENSE	P1302593 P1300583	07/29/2013 07/17/2013	WILLIAMS, WILLA JANESVILLE GAZETTE INC	611.96 43.49

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CPS		95,922.00	28,145.58	27,624.26	655.45	39,496.71
36-3636-0000-64604	PROGRAM EXPENSE					
19 36-3638-1600		P1302589	07/24/2013	BERKLEE COLLEGE OF MUSIC		4,000.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
INDEPEND LIVING		7,804.00	603.39	0.00	4,000.00	3,200.61
36-3637-0000-64200	TRAINING EXP					
12 36-3637-0000		P1302544	07/23/2013	UNIVERSITY OF WISCONSIN EXTENS		120.00
36-3637-0000		P1302554	07/23/2013	BEST WESTERN GRAND SEASONS HOT		210.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
HOME VISITATION		0.00	492.60	0.00	330.00	(822.60)
36-3637-0000-64604	PROGRAM EXPENSE					
12 36-3637-0000		P1302495	07/17/2013	RWCFS INC		144.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
HOME VISITATION		5,650.00	1,810.00	0.00	144.00	3,696.00
36-3638-0000-64604	PROGRAM EXPENSE					
13 36-3638-2900		P1300575	07/16/2013	CLINICARE CORPORATION*		10.64
36-3638-2900		P1300591	07/16/2013	RAWHIDE BOYS RANCH*		1,660.80
36-3638-2900		P1300599	07/16/2013	TOMORROWS CHILDREN*		1,850.40
36-3638-2900		P1302613	07/16/2013	MERCY OPTIONS CHILD CARE INSTI		5,819.50
36-3638-2900		P1302614	07/16/2013	NORRIS ADOLESCENT CENTER,		2,781.24
36-3638-2900		P1302615	07/16/2013	NORTHWEST PASSAGE		666.12
36-3638-2900		P1302616	07/16/2013	CLINICARE CORPORATION*		1,276.80
36-3638-2900		P1302617	07/16/2013	ST AEMILIAN LAKESIDE		5,617.35
36-3638-2900		P1302618	07/16/2013	ST ROSE RESIDENCE		2,438.24
36-3638-2900		P1302619	07/16/2013	OCONOMOWOC DEVELOPMENTAL		0.23
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CPS SUB CARE		3,818,021.00	1,428,681.43	22,121.22	22,121.32	2,345,097.03
36-3641-0000-64604	PROGRAM EXPENSE					
15 36-3641-2570		P1300595	07/16/2013	SENTRY FOOD STORE		125.63
36-3641-5013		P1300927	06/30/2013	FOUNDATIONS COUNSELING CENTER		1,112.26
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
BRIGHTER FUTURES		294,864.00	143,155.23	100,794.06	1,237.89	49,676.82
36-3646-0000-62119	OTHER SERVICES					
18 36-3646-5015		P1300927	06/30/2013	FOUNDATIONS COUNSELING CENTER		7,145.45
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JUVENILE JUSTICE		222,830.00	84,242.35	33,257.25	7,145.45	98,184.95
36-3646-0000-62176	LABORATORY					
18 36-3646-0000		P1300593	06/30/2013	REDWOOD TOXICOLOGY LABORATORY		125.49
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JUVENILE JUSTICE		3,600.00	1,578.06	125.49	125.49	1,770.96

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3646-0000-64604	PROGRAM EXPENSE				
18 36-3646-5016		P1300595	07/12/2013	SENTRY FOOD STORE	72.00
	Budget		YTD Exp	YTD Enc	Pending
JUVENILE JUSTICE	15,950.00		12,187.53	72.00	72.00
					Closing Balance
					3,618.47
36-3664-0000-62119	OTHER SERVICES				
26 36-3664-0000		P1300576	07/05/2013	COUNTRY NURSES	959.25
	Budget		YTD Exp	YTD Enc	Pending
YOUTH SERVICES	20,000.00		7,814.75	959.25	959.25
					Closing Balance
					10,266.75
36-3664-0000-63400	OPERATING SUPPLI				
26 36-3664-0000			07/22/2013	COX,DARLA	42.58
36-3664-0000		P1300574	07/08/2013	BOB BARKER COMPANY INC	1,878.57
	Budget		YTD Exp	YTD Enc	Pending
YOUTH SERVICES	32,145.00		19,017.01	2,461.81	1,921.15
					Closing Balance
					8,745.03
36-3664-0000-67200	CAPITAL IMPROV				
26 36-3664-0000		P1302525	07/22/2013	J VAN HORN PAINTING	3,500.00
	Budget		YTD Exp	YTD Enc	Pending
YOUTH SERVICES	60,000.00		0.00	74,300.00	3,500.00
					Closing Balance
					(17,800.00)
36-3689-0000-62119	OTHER SERVICES				
40 36-3689-1226		P1302384	07/01/2013	AZURA HARBOR HOLDINGS LLC	6,883.78
	Budget		YTD Exp	YTD Enc	Pending
CRISIS	1,396,908.00		724,125.70	635,849.84	6,883.78
					Closing Balance
					30,048.68
36-3689-0000-64604	PROGRAM EXPENSE				
36-3689-0000		P1300584	07/22/2013	JANESVILLE TRANSIT SYSTEM	90.00
36-3689-0000		P1302656	08/28/2013	COMMUNITY HEALTH SYSTEMS INC	118.24
36-3689-0002			07/08/2013	DEL MAE MOTEL	180.00
36-3689-0002			07/12/2013	BILLY BOBS RED ROAD HOUSE	450.00
36-3689-0002			07/12/2013	REDWOOD MOTEL	128.00
36-3689-0002			07/12/2013	SRB PROPERTY MANAGEMENT LLC	600.00
36-3689-0004			07/11/2013	KEALEY PHARMACY	699.50
36-3689-0004			07/18/2013	HEMOCARE PHARMACY	451.45
	Budget		YTD Exp	YTD Enc	Pending
CRISIS	210,000.00		74,235.72	171,265.50	2,717.19
					Closing Balance
					(38,218.41)
36-3690-0000-62119	OTHER SERVICES				
36-3690-0000		P1300594	07/26/2013	SAFEWAY PEST CONTROL	11.55
36-3690-0000		P1300618	06/30/2013	VEOLIA ENVIRONMENTAL SERVICES-	26.85
36-3690-0000		P1301788	07/15/2013	NEEDY MEDS INC	174.00
	Budget		YTD Exp	YTD Enc	Pending
OUTPATIENT SER	62,524.00		35,717.07	24,323.65	212.40
					Closing Balance
					2,270.88
36-3690-0000-62170	PHYSICIAN/OTHER				
36-3690-0000		P1300586	06/08/2013	MARCUS,JEFFREY	4,798.05
36-3690-0000		P1301256	06/22/2013	KAYE PHD,DR MICHAEL	624.24
36-3690-0000		P1302504	07/18/2013	DIAMOND, RONALD J	600.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3690-0000		P1302655	07/02/2013	COMMUNICATION SPECIALTIES INTE	1,567.50	
36-3690-0000		P1302657	06/26/2013	COMMUNITY HEALTH SYSTEMS INC	500.00	
OUTPATIENT SER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	142,920.00		46,960.78	41,485.54	8,089.79	46,383.89
36-3704-0000-62503	INTERPRETER FEES					
48 36-3704-0000		P1301100	05/14/2013	GONZALEZ, BELEM	131.25	
IDP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,100.00		75.00	131.25	131.25	762.50
36-3706-0000-62119	OTHER SERVICES					
36-3706-0000		P1300594	07/26/2013	SAFEWAY PEST CONTROL	23.45	
50 36-3706-0000		P1300618	06/30/2013	VEOLIA ENVIRONMENTAL SERVICES-	54.52	
CSP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	11,066.00		7,542.90	3,537.87	77.97	(92.74)
36-3706-0000-64604	PROGRAM EXPENSE					
36-3706-0000		P1301098	06/27/2013	MOORE MEDICAL CORP	144.41	
50 CSP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	300,000.00		317,590.07	3,716.00	144.41	(21,450.48)
36-3713-0000-64604	PROGRAM EXPENSE					
36-3713-2013			07/09/2013	NEIGHBORHOOD HOUSING SERVICES	25.00	
49 36-3713-2013		P1300584	07/17/2013	JANESVILLE TRANSIT SYSTEM	399.00	
SHELTER PLUS (PATH)	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	14,134.00		7,270.73	399.00	424.00	6,040.27
36-3730-0000-62119	OTHER SERVICES					
36-3730-0000		P1300594	07/26/2013	SAFEWAY PEST CONTROL	38.00	
55 JOB CENTER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	99,672.00		55,477.30	44,028.70	38.00	128.00
36-3730-0000-62400	R & M SERV					
36-3730-0000		P1300588	07/15/2013	MENARDS	52.05	
36-3730-0000		P1300618	06/30/2013	VEOLIA ENVIRONMENTAL SERVICES-	142.14	
36-3730-0000		P1302653	07/10/2013	PER MAR SECURITY SERVICES	108.00	
55 36-3730-0000		P1302658	07/25/2013	TRI COR MECHANICAL INC	484.00	
JOB CENTER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	71,297.00		32,166.15	19,165.97	786.19	19,178.69

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$67,174.03**
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: _____ Dept Head _____
Committee Chair _____

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05530804

Rock County HSD

COMMITTEE APPROVAL REPORT

08/06/2013

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0000-25233	HUM SER SUB CARE				
00-0000-0010			08/01/2013	SOCIAL SECURITY ADMINISTRATION	710.00
00-0000-0010			08/01/2013	SOCIAL SECURITY ADMINISTRATION	83.78
	Budget		YTD Exp	YTD Enc	Pending
	0.00		(6,000.64)	0.00	793.78
					Closing Balance
					5,208.86

I have examined the preceding bills and encumbrances in the total amount of **\$793.78**
 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: _____ Dept Head _____

Committee Chair _____

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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3634-0000-64604	PROGRAM EXPENSE					
11 36-3634-1724			08/01/2013	CADD,PEG	250.00	
36-3634-1803			08/01/2013	NGOBI,GIDEON	1,106.00	
36-3634-1803			08/01/2013	MILNER,M ANDREW	550.00	
CPS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	95,922.00		26,233.23	27,925.44	1,906.00	39,857.33
36-3638-0000-64604	PROGRAM EXPENSE					
13 36-3638-0000			08/01/2013	LUTHERAN SOCIAL SERVICES HOMME	571.50	
36-3638-0000			08/01/2013	STAPLES,ZINA OR STEVEN	810.00	
CPS SUB CARE	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	3,818,021.00		1,427,299.93	0.00	1,381.50	2,389,339.57

I have examined the preceding bills and encumbrances in the total amount of **\$3,287.50**
 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: _____ Dept Head _____

 Committee Chair _____

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, August 14, 2013**

HSD MANAGEMENT TEAM MEETING – July 23, 2013

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**

INFORMATION ITEMS

HSD Board Agenda

HSD MANAGEMENT TEAM MEETING – July 30, 2013

Meeting Cancelled.

HSD MANAGEMENT TEAM MEETING – August 6, 2013

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Tracking Tool on credit Check Function**
- **Department Reorganization**

INFORMATION ITEMS

HSD Board Agenda