



**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, June 26, 2013 – 4:30 p.m.**

**Rock County Health Care Center– 3<sup>rd</sup> Floor Conference Room, Janesville**

**AGENDA**

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of June 12, 2013 \*
4. Citizen Participation
5. Approval of Contracts, Transfers, and/or Encumbrances \* – Ms. Mooren
6. Approval of Bills \* – Mr. Zuehlke
7. Report on Family Care from Care Wisconsin – Mr. Heidenreich and staff
8. Resolution Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget \* – Mr. Horozewski
9. Resolution to Accept Food Share Bonus Dollars From the State and Amend the 2013 Budget –  
Mr. Bouwell (Resolution will be provided at the meeting)
10. Director's Report \*
11. Committee Requests for Future Agenda Items
12. Next Meeting: Wednesday **July 10, 2013** at **4:30 p.m.** at the **Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.**
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.



















**INDEX OF ACCOUNTS**  
**2013 Cost Centers and Programs**

		<b>Index #</b>	<b>Funding</b>
<b>Agency Management and Support</b>			
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
<b>Economic Support</b>			
3604	Economic Support	4	Federal/County
3610	Child Care Administration	5	Federal
3614	Low Income Home Energy Assistance Program (LIHEAP)	6	Federal
3622	Temporary Aid to Needy Families (TANF) Related	7	Federal/State
3624	Interim Assistance	8	County
3732	Locally Matched Child Care Development	9	Federal
<b>Child Protective Services</b>			
3634	Child Protective Services	10	Basic County Allocation/Cty
3638	Child Protective Services Substitute Care	11	Fees/County
3641	Brighter Futures	12	Federal/State
3645	Children and Family Incentive Funds	13	Federal/State/County
3655	Kinship Care	14	State
<b>Juvenile Justice Services</b>			
3646	Juvenile Justice Services	15	State/Fees/County
3636	Independent Living Program	16	Federal
3648	Community Youth Aids	17	Federal/County/State
3649	Juvenile Accountability Incentive Block Grant	18	Federal/County
3654	Youth Aids	19	Fees/County
3656	Community Intervention Program	20	State
3657	AODA Youth Assessment & Treatment	21	Federal
3659	Disproportionate Minority Confinement Grant	22	Federal/Other
3660	Mental Health Block Grant	23	Federal
3664	Juvenile Detention Center	24	Federal/County/Fees
<b>Long Term Support</b>			
3666	Long Term Support	25	BCA/County
3667	Medical Assistance Pass Through (MAPT)	26	Federal/County
3668	Community Options Program (COP)	27	State
3671	Elder Abuse & Neglect	28	State
3674	Community Options Waiver Program (COP-Waiver)	29	Federal/State
3675	Community Relocation Initiative (CRI)	30	Federal/State
3678	Community Integration Program (CIP-II)	31	Federal/State
3681	Nursing Home Diversion	32	Federal/State
3682	Alzheimers Family Caregiver Support Program (AFCSP)	33	State
<b>Mental Health &amp; AODA Services</b>			
3686	Detox Services	34	County/Fees
3687	Non-Residents	35	State
3689	Crisis Intervention Services	36	Federal/County/Fees
3695	SOAR	37	Federal/County

<b>INDEX OF ACCOUNTS</b>			
<b>2013 Cost Centers and Programs</b>			
3713	PATH	38	Federal/State/County
3690	Outpatient Services	39	Federal/State/County
3658	Severely Emotionally Disturbed (SED) Grant	40	Federal/County
3691	Children's Long Term Support	41	Federal
3692	Intravenous Drug (IV-D) Grant	42	Federal/County
3693	SBIRT	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
3704	Intoxicated Driver Program	47	Fees/Surcharges
<b>Adult Community Services</b>			
3706	Community Support Program	48	County/Fees/Federal
3714	CSP Waiting List	49	State
<b>Wisconsin Works</b>			
3720	Wisconsin Works - Admin/Services	50	Federal
3721	Wisconsin Works - Benefits	51	Federal
3726	Child Care Eligibility	52	Federal
<b>Job Center</b>			
3730	Job Center	53	Partners/State/County

OGR30602

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
10 3636240000-64604	PROGRAM EXPENSE	35,000.00	6.3% -2,234.0	0.00	37,234.09		
3636243604		06/19/13	-VN#013780	KMART CORP #4255		47.96	
3636243604		06/19/13	-VN#013780	KMART CORP #4255		45.93	
3636243604		06/19/13	-VN#013780	KMART CORP #4255		48.95	
3636243604		06/19/13	-VN#013780	KMART CORP #4255		49.47	
3636243604		06/19/13	-VN#013780	KMART CORP #4255		45.94	
3636243604		06/19/13	-VN#013780	KMART CORP #4255		46.98	
3636243604		06/19/13	-VN#013780	KMART CORP #4255		49.84	
3636243604		06/19/13	-VN#018338	HEMOCARE PHARMACY		29.02	
3636243604		06/19/13	-VN#052386	GRAF, LAURIE A		150.00	
3636243604		06/19/13	-VN#050219	EMERSON HALL APARTMENTS		12.00	
3636243604		06/19/13	-VN#GR051437	[REDACTED]		20.00	
3636243604		06/19/13	-VN#052555	TOOK, JEFFREY J		150.00	
3636243604		06/19/13	-VN#049226	PFEIFFER, KEVIN		200.00	
3636243604		06/19/13	-VN#048174	SRB ON MILWAUKEE LLC		150.00	
3636243604		06/19/13	-VN#052322	ROTHENBUEHLER, DAVID		150.00	
3636243604		06/19/13	-VN#051302	SCHUH, JAMES A		200.00	
3636243604		06/19/13	-VN#051785	SD REAL ESTATE		150.00	
3636243604		06/19/13	-VN#050088	OJUM, CYNTHIA L		200.00	
3636243604		06/19/13	-VN#048174	SRB ON MILWAUKEE LLC		150.00	
3636243604		06/19/13	-VN#017530	ALLIANT ENERGY		138.00	
3636243604		06/19/13	-VN#052785	W & H PROPERTIES		200.00	2,234.09
				CLOSING BALANCE	35,000.00		
				INTERIM ASSIST			2,234.09

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,234.09 INCURRED BY INTERIM ASSISTANCE. 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.

Unknown COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD \_\_\_\_\_  
 DATE \_\_\_\_\_ CHAIR \_\_\_\_\_

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05530608

Rock County - Production

06/19/13

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
<b>4</b>							
3636040000-64200	TRAINING EXP	2,070.00	14.4%	-1,284.0	984.00	2,370.00	
3636040000		06/19/13	-VN#015485	ROCK COUNTY HUMAN SERVICES DEP		300.00	
3636040000		06/19/13	-VN#015485	ROCK COUNTY HUMAN SERVICES DEP		984.00	1,284.00
				CLOSING BALANCE		1,086.00	
<b>19</b>							
3636360000-64604	PROGRAM EXPENSE	7,804.00	0.5%	-43.0	0.01	7,846.99	
3636361600		06/19/13	-VN#015485	ROCK COUNTY HUMAN SERVICES DEP		43.00	43.00
				CLOSING BALANCE		7,803.99	
<b>50</b>							
3637060000-64604	PROGRAM EXPENSE	300,000.00	0.1%	-203.1	-140.99	300,344.12	
3637061206		06/19/13	-VN#015485	ROCK COUNTY HUMAN SERVICES DEP		203.13	203.13
				CLOSING BALANCE		300,140.99	
	CSP			PROG-TOTAL-PO		1,530.13	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,530.13 INCURRED BY COMMUNITY SUPPORT PROGRAM. 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

SS-CSP

DEPT. PAGE 1

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OAD30502

Account Number	Name	Yearly Prct Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
46 3637000000-62119	OTHER SERVICES	276,494.00	5.5%	-15,400.4	0.00	291,894.45		
3637000000	06/19/13 -VN#013809			KEALEY PHARMACY			492.95	
3637001326	06/19/13 -VN#033708			TELLURIAN UCAN INC			5,980.00	
3637001326	06/19/13 -VN#033708			TELLURIAN UCAN INC			4,680.00	
3637001331	06/19/13 -VN#011210			BELOIT AREA			35.00	
3637001331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			235.00	
3637001331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			225.00	
3637001331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			600.00	
3637001331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			535.00	
3637001331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			35.00	
3637001331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			35.00	
3637001331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			62.50	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			35.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			70.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			70.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			215.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			185.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			380.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			455.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			50.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			145.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			85.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			265.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			85.00	
3637001331	06/19/13 -VN#014260			LUTHERAN SOCIAL SERVICES			175.00	
3637001331	06/19/13 -VN#014260			LUTHERAN SOCIAL SERVICES			35.00	
3637001331	06/19/13 -VN#014260			LUTHERAN SOCIAL SERVICES			35.00	
3637001331	06/19/13 -VN#014260			LUTHERAN SOCIAL SERVICES			140.00	
3637001331	06/19/13 -VN#014260			LUTHERAN SOCIAL SERVICES			70.00	
3637001331	06/19/13 -VN#030576			JANESVILLE PSYCHIATRIC CLINIC			-10.00	15,400.45

CLOSING BALANCE 276,494.00

47 3637030000-62119	OTHER SERVICES	41,172.00	0.5%	-240.0	0.00	41,412.00		
3637030000	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			240.00	240.00

CLOSING BALANCE 41,172.00

48 3637040000-62119	OTHER SERVICES	191,585.00	6.3%	-12,071.9	0.00	203,656.96		
3637040000	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			-235.54	
3637041331	06/19/13 -VN#011210			BELOIT AREA			225.00	
3637041331	06/19/13 -VN#011210			BELOIT AREA			185.00	
3637041331	06/19/13 -VN#011210			BELOIT AREA			150.00	
3637041331	06/19/13 -VN#011210			BELOIT AREA			185.00	
3637041331	06/19/13 -VN#011210			BELOIT AREA			107.50	
3637041331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			660.00	
3637041331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			360.00	
3637041331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			60.00	
3637041331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			615.00	
3637041331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			765.00	
3637041331	06/19/13 -VN#012097			CROSSROADS COUNSELING CENTER			235.00	

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		120.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		435.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		675.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		450.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		225.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		570.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		970.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		35.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		185.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		70.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		525.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		10.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		75.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		35.00	
3637041331		06/19/13	-VN#012097	CROSSROADS COUNSELING CENTER		35.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		120.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		70.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		285.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		295.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		395.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		550.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		150.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		145.00	
3637041331		06/19/13	-VN#030576	JANESVILLE PSYCHIATRIC CLINIC		200.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		70.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		105.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		35.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		115.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		150.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		35.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		185.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		35.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		235.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		50.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		50.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		100.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		70.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		35.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		140.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		85.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		185.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		80.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		150.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		70.00	
3637041331		06/19/13	-VN#014260	LUTHERAN SOCIAL SERVICES		105.00	12,071.96

CLOSING BALANCE

191,585.00

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		IDP	PROG-TOTAL-PO			27,712.41	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$27,712.41 INCURRED BY INTOXICATED DRIVER PROGRAM. 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

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3636340000	P1300593-PO# 06/18/13 -VN#035939			REDWOOD TOXICOLOGY LABORATORY		287.83	287.83
				CLOSING BALANCE	5,399.38		
3636340000-62503 3636340000	INTERPRETER FEES P1300598-PO# 06/18/13 -VN#043260	3,000.00 17.1%	-260.0	-254.99	3,514.99		
				SWITS LTD		260.00	260.00
				CLOSING BALANCE	3,254.99		
3636340000-63300 3636340000 3636340000 3636340000	TRAVEL 06/18/13 -VN#T36459 06/18/13 -VN#T36577 06/18/13 -VN#T36577	165,000.00 0.0%	-49.7	0.00	165,049.73		
				MCKLEVIY, CHRISTINA		5.09	
				PENNEL, ANGELA		24.86	
				PENNEL, ANGELA		19.78	49.73
				CLOSING BALANCE	165,000.00		
3636340000-64200 3636340000	TRAINING EXP P1302209-PO# 06/18/13 -VN#020197	18,096.00 2.9%	-175.0	700.00	17,571.00		
				GREEN COUNTY HUMAN SERVICES		175.00	175.00
				CLOSING BALANCE	17,396.00		
3636340000-64604 3636341803	PROGRAM EXPENSE P1300617-PO# 06/18/13 -VN#017412	95,922.00 0.0%	-14.0	0.01	95,935.99		
				WISCONSIN DEPARTMENT OF JUSTIC		14.00	14.00
				CLOSING BALANCE	95,921.99		
3636340000-62119 3636345018	OTHER SERVICES P1302189-PO# 06/18/13 -VN#052765	102,328.00 0.3%	-390.0	0.00	102,718.00		
				KIDS DISCOVER SUCCESS THERAPEU		390.00	390.00
				CLOSING BALANCE	102,328.00		
3636340000-64604 3636345000	PROGRAM EXPENSE P1300617-PO# 06/18/13 -VN#017412	95,922.00 0.2%	-251.5	0.01	96,173.49		
				WISCONSIN DEPARTMENT OF JUSTIC		251.50	251.50
				CLOSING BALANCE	95,921.99		
3636410000-64604 3636415014 3636415014 3636415014	PROGRAM EXPENSE P1300708-PO# 06/18/13 -VN#011940 P1300928-PO# 06/18/13 -VN#052108 P1301415-PO# 06/18/13 -VN#040172	294,864.00 41.5%	-3,960.0	126,541.33	172,282.70		
				COMMUNITY CARE RESOURCES INC		1,440.00	
				OREGON MENTAL HEALTH SERVICES		220.00	
				ORION FAMILY SERVICES		2,300.03	3,960.03
				CLOSING BALANCE	168,322.67		
3636460000-62119 3636463041 3636465015	OTHER SERVICES P1300708-PO# 06/18/13 -VN#011940 P1300927-PO# 06/18/13 -VN#052351	225,222.00 5.0%	-11,484.5	0.00	236,706.56		
				COMMUNITY CARE RESOURCES INC		5,744.00	
				FOUNDATIONS COUNSELING CENTER		5,740.56	11,484.56
				CLOSING BALANCE	225,222.00		
3636460000-64604 3636465016	PROGRAM EXPENSE P1300588-PO# 06/18/13 -VN#014534	15,950.00 11.6%	-526.1	-1,330.37	17,806.53		
				MENARDS		126.16	

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3636465017		P1302203-PO# 06/18/13 -VN#034812		MC DONALDS		200.00	
3636465017		P1302202-PO# 06/18/13 -VN#029789		SUBWAY SANDWICHES & SALADS		200.00	526.16
				CLOSING BALANCE	17,280.37		
3636550000-64604	PROGRAM EXPENSE	2,000.00 54.1%	-314.0	-769.99	3,083.99		
3636550000		P1300617-PO# 06/18/13 -VN#017412		WISCONSIN DEPARTMENT OF JUSTIC		314.00	314.00
				CLOSING BALANCE	2,769.99		
3636560000-64604	PROGRAM EXPENSE	0.00 100.0%	-16,593.0	0.00	16,593.00		
3636563012		P1302208-PO# 06/18/13 -VN#030270		BOYS AND GIRLS CLUB OF JANESVI		8,296.50	
3636563012		P1302201-PO# 06/18/13 -VN#050897		STATELINE BOYS AND GIRLS CLUBS		8,296.50	16,593.00
				CLOSING BALANCE	0.00		
3636640000-62119	OTHER SERVICES	10,000.00 62.8%	-1,953.2	-4,334.49	16,287.74		
3636640000		P1300576-PO# 06/18/13 -VN#032251		COUNTRY NURSES		294.50	
3636640000		P1300576-PO# 06/18/13 -VN#032251		COUNTRY NURSES		271.00	
3636640000		P1300576-PO# 06/18/13 -VN#032251		COUNTRY NURSES		365.00	
3636640000		P1300576-PO# 06/18/13 -VN#032251		COUNTRY NURSES		365.00	
3636640000		P1300576-PO# 06/18/13 -VN#032251		COUNTRY NURSES		657.75	1,953.25
				CLOSING BALANCE	14,334.49		
3636640000-63400	OPERATING SUPPLI	32,145.00 35.8%	-1,907.0	-9,602.30	43,654.31		
3636640000		P1300574-PO# 06/18/13 -VN#020525		BOB BARKER COMPANY INC		845.52	
3636640000		P1300574-PO# 06/18/13 -VN#020525		BOB BARKER COMPANY INC		8.31	
3636640000		06/18/13 -VN#047781		COX, DARLA		6.33	
3636640000		P1300577-PO# 06/18/13 -VN#012202		DE VERE COMPANY INC		188.28	
3636640000		P1301098-PO# 06/18/13 -VN#014692		MOORE MEDICAL CORP		510.14	
3636640000		P1300596-PO# 06/18/13 -VN#048467		STAPLES ADVANTAGE		348.43	1,907.01
				CLOSING BALANCE	41,747.30		
3636830000-64200	TRAINING EXP	1,725.00 6.6%	-405.0	520.00	1,610.00		
3636830000		P1301745-PO# 06/18/13 -VN#016925		UNIVERSITY OF WISCONSIN STEVEN		405.00	405.00
				CLOSING BALANCE	1,205.00		
3636890000-62119	OTHER SERVICES	1,396,908.00 0.8%	-11,645.5	0.00	1,408,553.50		
3636890000		P1302111-PO# 06/18/13 -VN#050012		MARSH COUNTY HEALTH ALLIANCE		11,645.50	11,645.50
				CLOSING BALANCE	1,396,908.00		
3636890000-64604	PROGRAM EXPENSE	210,000.00 76.3%	-8,205.9	168,503.72	49,702.25		
3636890000		06/18/13 -VN#049612		AZURA HARBOR HOLDINGS LLC		6,288.95	
3636890000		P1302113-PO# 06/18/13 -VN#052469		COMMUNITY HEALTH SYSTEMS INC		355.40	
3636890002		06/18/13 -VN#038556		NORTHERN TOWN MOTEL		135.00	
3636890002		06/18/13 -VN#038556		NORTHERN TOWN MOTEL		225.00	
3636890002		06/18/13 -VN#044083		SRB PROPERTY MANAGEMENT LLC		350.00	

SS-CRISIS

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Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3636890002		06/18/13	-VN#044083	SRB PROPERTY MANAGEMENT LLC		250.00	
3636890002		06/18/13	-VN#044083	SRB PROPERTY MANAGEMENT LLC		125.00	
3636890002		06/18/13	-VN#044083	SRB PROPERTY MANAGEMENT LLC		135.00	
3636890004		06/18/13	-VN#018338	HOMECARE PHARMACY		54.65	
3636890004		06/18/13	-VN#018338	HOMECARE PHARMACY		84.07	
3636890004		06/18/13	-VN#018338	HOMECARE PHARMACY		23.83	
3636890004		06/18/13	-VN#018338	HOMECARE PHARMACY		22.42	
3636890004		06/18/13	-VN#013809	KEALEY PHARMACY		26.95	
3636890004		06/18/13	-VN#013809	KEALEY PHARMACY		5.00	
3636890004		06/18/13	-VN#013809	KEALEY PHARMACY		2.00	
3636890004		06/18/13	-VN#013809	KEALEY PHARMACY		71.85	
3636890004		06/18/13	-VN#013809	KEALEY PHARMACY		50.85	8,205.97
				CLOSING BALANCE	41,496.28		
<b>41</b>							
3636900000-62119	OTHER SERVICES	62,524.00	90.7%	-290.4	57,017.59	5,796.81	
3636900000	P1301255-PO#	06/18/13	-VN#052251	CLIENTTELL INC		100.00	
3636900000	P1301788-PO#	06/18/13	-VN#052672	NEEDY MEDS INC		152.00	
3636900000	P1300594-PO#	06/18/13	-VN#036664	SAFEWAY PEST CONTROL		11.55	
3636900000	P1300618-PO#	06/18/13	-VN#050490	VEOLIA ENVIRONMENTAL SERVICES-		26.85	290.40
				CLOSING BALANCE	5,506.41		
<b>41</b>							
3636900000-62170	PHYSICIAN/OTHER	142,920.00	25.5%	-8,683.5	-27,822.18	179,425.69	
3636900000	P1302114-PO#	06/18/13	-VN#052469	COMMUNITY HEALTH SYSTEMS INC		950.00	
3636900000	P1301256-PO#	06/18/13	-VN#017904	KAYE PHD, DR MICHAEL		156.06	
3636900000	P1300586-PO#	06/18/13	-VN#030410	MARCUS, JEFFREY		3,253.85	
3636900000	P1300586-PO#	06/18/13	-VN#030410	MARCUS, JEFFREY		1,323.60	
3636900000	P1302193-PO#	06/18/13	-VN#048553	PROASSURANCE WISCONSIN INSURAN		3,000.00	8,683.51
				CLOSING BALANCE	170,742.18		
<b>41</b>							
3636900000-62503	INTERPRETER FEES	12,000.00	13.1%	-337.5	-1,239.98	13,577.48	
3636900000	P1301100-PO#	06/18/13	-VN#017809	GONZALEZ, BELEM		337.50	337.50
				CLOSING BALANCE	13,239.98		
<b>50</b>							
3637060000-62119	OTHER SERVICES	11,066.00	39.7%	-77.9	4,477.48	6,666.49	
3637060000	P1300594-PO#	06/18/13	-VN#036664	SAFEWAY PEST CONTROL		23.45	
3637060000	P1300618-PO#	06/18/13	-VN#050490	VEOLIA ENVIRONMENTAL SERVICES-		54.52	77.97
				CLOSING BALANCE	6,588.52		
<b>49</b>							
3637130000-64604	PROGRAM EXPENSE	14,134.00	0.6%	-87.7	0.00	14,221.73	
3637132013		06/18/13	-VN#017530	ALLIANT ENERGY		87.73	87.73
				CLOSING BALANCE	14,134.00		
<b>55</b>							
3637300000-62119	OTHER SERVICES	99,672.00	55.2%	-38.0	55,081.38	44,628.62	
3637300000	P1300594-PO#	06/18/13	-VN#036664	SAFEWAY PEST CONTROL		38.00	38.00

SS-JOB CENTER

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
CLOSING BALANCE					44,590.62		
55 3637300000-62400	R & M SERV	71,297.00 31.4%	-214.9	22,613.92	48,897.98		
3637300000	P1300588-PO# 06/18/13 -VN#014534			MENARDS		15.14	
3637300000	P1300588-PO# 06/18/13 -VN#014534			MENARDS		13.83	
3637300000	P1300588-PO# 06/18/13 -VN#014534			MENARDS		43.79	
3637300000	P1300618-PO# 06/18/13 -VN#050490			VEOLIA ENVIRONMENTAL SERVICES-		142.14	214.90
CLOSING BALANCE					48,683.08		
55 3637300000-63100	OFC SUPP & EXP	12,000.00 3.6%	-1,352.8	917.00	12,435.88		
3637300000	P1300596-PO# 06/18/13 -VN#048467			STAPLES ADVANTAGE		740.21	
3637300000	P1300596-PO# 06/18/13 -VN#048467			STAPLES ADVANTAGE		612.67	1,352.88
CLOSING BALANCE					11,083.00		
JOB CENTER						74,715.41	
PROG-TOTAL-PO							

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$74,715.41 INCURRED BY JOB CENTER. 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



**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY

General Services Committee, Finance  
Committee & Human Services Board  
SUBMITTED BY



Phil Boutwell  
HSD Deputy Director  
DRAFTED BY

June 12, 2013  
DATE DRAFTED

**Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget**

1 **WHEREAS**, the Human Services Department requests that the County Board consider adding an  
2 outdoor recreational yard to the Youth Services Center; and,  
3  
4 **WHEREAS**, the Youth Services Center was build in the early 1990's (then known as the Juvenile  
5 Detention Center) as a state licensed, county operated detention center for adjudicated youth and an out-  
6 of-home shelter for children; and,  
7  
8 **WHEREAS**, an outdoor recreational yard was not programmed in the original design for the facility  
9 because of the short term nature of the stays; and,  
10  
11 **WHEREAS**, changes in state law in recent years allow placement of adjudicated youth in county  
12 facilities up to 180 days, and that period may be extended to 365 days should provisions remain intact in  
13 the new State Budget; and,  
14  
15 **WHEREAS**, the Rock County ACTIONS Program was recently put in place, which is a 6-month  
16 alternative to the State Juvenile Correctional Institution; and,  
17  
18 **WHEREAS**, having an outdoor recreational option not only improves the quality of life for long-term  
19 incarcerated youth, but also gives the Center programming options for those in the facility for 30 to 60  
20 days as well as the children who are under shelter care; and,  
21  
22 **WHEREAS**, Rock County issued a Request for Qualifications for a cost proposal and qualifications to  
23 design an outdoor recreational yard for the Youth Services Center; and,  
24  
25 **WHEREAS**, the proposals and qualifications have been evaluated and Potter Lawson of Madison, WI  
26 was given the highest rating.

27  
28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
29 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2013 does hereby authorize a contract with Potter Lawson  
30 of Madison, Wisconsin, in the amount of \$38,000 for design services for a two phase project; and,  
31

32 **BE IT FURTHER RESOLVED** that Phase One cost shall not exceed \$15,700 for a schematic design  
33 that must meet the approval the Human Services Board and General Services Committee prior to  
34 proceeding with Phase Two, which shall not exceed \$22,300 to develop the bid specifications for  
35 construction of an outdoor recreational yard; and,  
36

37 **BE IT FURTHER RESOLVED** that the payments be made to the vendor upon approval of the Human  
38 Services Board; and,  
39

40 **BE IT FINALLY RESOLVED** that the 2013 budget be amended as follows to pay for design services:


Account/Description	Budget	Increase	Amended
Source of Funds	<u>6/12/13</u>	<u>(Decrease)</u>	<u>Budget</u>
36-3664-7000-47000			
45 Transfer In	-0-	\$38,000	\$38,000
46 <u>Use of Funds</u>			
47 36-3664-7000-67200			
48 Capital Improvements	-0-	\$38,000	\$38,000
49			

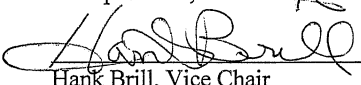
**Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget**

Page 2

Respectfully submitted,

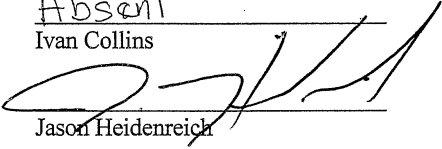
**General Services Committee**

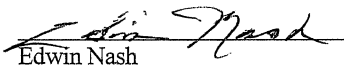
  
Phillip Owens, Chair

  
Hank Brill, Vice Chair

Absent

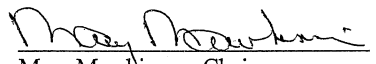
Ivan Collins

  
Jason Heidenreich

  
Edwin Nash


**Finance Committee Approval and Purchasing Procedural Endorsement**

Reviewed and approved on a vote of 5-0

  
Mary Mawhinney, Chair

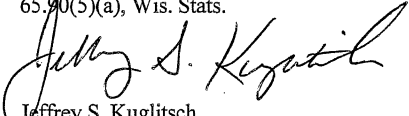
**FISCAL NOTE:**

This resolution amends the Humans Services Department's budget and authorizes a contract with Potter Lawson for design services. The funding for this contract will come from the \$1,003,000 in sales tax revenue that was over and above the amount budgeted for fiscal years 2011 and 2012.

  
Sherry Oja  
Finance Director


**LEGAL NOTE:**

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of §59.52(29), Stats. As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

**ADMINISTRATIVE NOTE:**

Recommended.

  
Craig Knutson  
County Administrator

**Human Services Board**

\_\_\_\_\_  
Brian Knutson, Chair

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice-Chair

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
William Grahn

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Marv Wopat



## Executive Summary

The Human Services Department wishes to have an outdoor recreational yard built at its Youth Services Center (YSC) located at 210 East US Highway 14 in Janesville, Wisconsin. The recreational yard shall be developmentally appropriate for children ranging in age from 10 to 17, and shall accommodate youth housed in the secure units as well as the shelter facility.

The Youth Service Center (then known as the Juvenile Detention Center) was built in the early 1990's and approved for occupancy in November 1994. It is a state licensed, county operated detention center for adjudicated youth. The secure side of the facility has five housing units and a maximum rated capacity of 35 juveniles. The shelter side of the facility operates under a separate license and has a maximum rated capacity of 20.

An outdoor recreational yard was not programmed in the original design of the facility because of the short-term nature of the stays. In 2009, the Wisconsin Council on Children and Families conducted an independent evaluation of the facility. One of the outcomes was a recommendation to add an outdoor recreational yard to the facility.

The landscape has changed in recent years, which makes the project more imperative. Changes in state statutes now permit the secure detention placement of youth in county facilities up to 180 days. There is a provision in the current version of the state budget that would extend the placement up to 365 days. The YSC has implemented the ACTIONS Program, which is a 6-month sentencing alternative to the State Juvenile Correctional Institution. Thus, having the outdoor recreational option improves the quality of life for long-term incarcerated youth as well as those present for shorter stays.

The outdoor recreational yard will be placed within the confines of county owned driveways on the east and south side of the Youth Services Center. It will be utilized on a daily basis by approximately 10 to 15 youth at a given time. The shelter side population and the secure side population will never be permitted in the Outdoor Recreational Yard at the same time. The absolute maximum number of youth in the Yard at one time will not exceed the rated capacity of secure detention, which is 35 juveniles. Thus, the recreational yard will be fitted to the site constraints and facility population.



PROJECT NUMBER #2013-23  
 DESIGN SERVICES YOUTH SERVICES CENTER OUTDOOR RECREATIONAL YARD  
 PROJECT DUE DATE MAY 24, 2013 – 12:00 NOON  
 DEPARTMENT HUMAN SERVICES

	POTTER LAWSON MADISON WI	ANGUS YOUNG JANESVILLE WI	JUSTICE SOLUTIONS CLOSTER NJ
RATER 1	90	93	83
RATER 2	91	86	75
RATER 3	91	87	82
<b>TOTAL SCORE</b>	<b>272</b>	<b>266</b>	<b>240</b>
PHASE 1	15,700.00	8,400.00	40,600.00
PHASE 2	22,300.00	15,300.00	69,200.00
REIMBURSEABLES		4,500.00	
<b>TOTAL COST</b>	<b>\$ 38,000.00</b>	<b>\$ 28,200.00</b>	<b>\$ 109,800.00</b>

PHASE 1 – Conceptual & Schematic Design  
 PHASE 2 – Construction Bid Specification Development

Proposals were evaluated based on the following criteria:

- Letter of Qualifications – Narrative Statement (25 points)
- Organizational Experience and References (50 points)
- Reasonableness of Cost Proposal (15 points)
- Time line (5 points)
- Overall feel of proposal and fit with Rock County's project. (5 points)

Request for Proposals was advertised in the Janesville Gazette and on the Internet. Seven additional contractors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

\_\_\_\_\_  
CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

Mary Newberry 5-0 6-20-13  
 CHAIR VOTE DATE

**ROCK COUNTY HUMAN SERVICES DEPARTMENT  
DIRECTOR'S REPORT  
Wednesday, June 26, 2013**

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**HSD MANAGEMENT TEAM MEETING – June 11, 2013**

Meeting Cancelled.

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**HSD MANAGEMENT TEAM MEETING – June 18, 2013**

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Connie Ihrke Retirement**
- **Trauma Grant**
- **Supervisor's Management Training Reunion**
- **Patient Protection and ACA**
- **Dave O'Connell Memo Meet and Confer**

INFORMATION ITEMS

**HSD Board Agenda**

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