



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, February 8, 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 January 25, 2012 *
4. Citizen Participation
5. Approval of Contracts, Transfers, and/or Encumbrances * – Ms. Mooren
6. Approval of Bills – Mr. Zuehlke
7. Overview/Update on Interim Assistance – Ms. Klyve and Mr. Boutwell
8. Director's Report *
 - W2 / ES Caseload
9. Committee Requests for Future Agenda Items
10. Next meeting: Wednesday, February 22, 2012 at 4:30 p.m. at the *Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.*
11. 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.

ENCUMBRANCE

Rock County - Production

01/27/12

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3636370000-62119	OTHER SERVICES	0.00 100.0%	0.0	0.00	0.00		
ENC 3636370000	R1201000-PO# 01/26/12 -VN#051749			ROCK WALWORTH COMPREHENSIVE FA.		57,468.00	
ENC 3636370000	R1201001-PO# 01/26/12 -VN#034504			BOARD OF REGENTS		48,397.00	
ENC 3636370000	R1201002-PO# 01/26/12 -VN#040095			CHILDRENS SERVICE SOCIETY		97,845.00	203,710.00
*** OVERDRAFT ***			CLOSING BALANCE		-203,710.00		
3637300000-62119	OTHER SERVICES	100,744.00 46.7%	0.0	47,076.62	53,667.38		
ENC 3637300000	R1201012-PO# 01/26/12 -VN#032519			SOUTHWEST WISCONSIN WORKFORCE		47,000.00	47,000.00
			CLOSING BALANCE		6,667.38		
	JOB CENTER		PROG-TOTAL-PO			250,710.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$250,710.00 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

11/30/12

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.

12-100

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: ANU FAMILY SERVICES, INC.
(Name of entity)

Contract Period: Start Date: 1/1/2012 Expiration Date: 12/31/2012

Contract Amount: \$ Rate x Number of approved clients

SERVICE	RATE	UNIT	CHANGE FROM PRIOR YEAR
Foster Care Admin. (Level III)	\$1,931.42	Month	+2%
Foster Care Admin. (Level IV)	\$1,931.42	Month	-13%

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services – Substitute Care
36-3654-0000-64604 Juvenile Justice Services – Substitute Care

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.

Treatment Families at Anu provide therapeutic services in their homes to children and adults with emotional and behavioral challenges that are often complicated by cognitive, developmental or medical disabilities

The 2012 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services:</u>		<u>Juvenile Justice Services:</u>	
1,928,255	Foster homes II-V	\$241,310	Foster homes II-V
391,563	Group homes	\$255,334	Group homes
<u>1,842,764</u>	Residential Care Centers	<u>\$979,472</u>	Residential Care Centers
\$4,162,582	Total	\$1,478,756	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? Chair, Human Services Board

NEW 12-100 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. 881465

Contract between Rock Co. Human Services Dept. and Anu Family Services Inc. for Substitute Care Provider for Child Protective Services and Juvenile Justice Services, for period of 1/1/12 - 12/31/12. Contract Amount: Rate x no of approved clients.

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

Total Fiscal Impact & Source of Funds:

Sufficient funding available in HSD's 2012 budget

<u><i>[Signature]</i></u>	<u>1/30/12</u>
Signature	Date
<u><i>[Signature]</i></u>	<u>1/30/12</u>
Purchasing Manager	Date

<u><i>[Signature]</i></u>	<u>1-30-12</u>
Finance Director	Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services

ellow - Issuing Dept.

Pink - County Clerk

1130112

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.

12-082

New Contract:
(Check box if yes)

or,

Amendment to Contract # _____

or,

Addendum to Contract # _____

Human Services Department
Originating Department

Sara Mooren
Contact Person

x8431
Phone

Contract with: Carmelite Home, Inc.
(Name of entity)

Contract Period: Start Date: 1/1/2012

Expiration Date: 12/31/2012

Contract Amount: \$ Rate x Number of approved clients

SERVICE	RATE	UNIT	CHANGE FROM PRIOR YEAR
Residential Care Center	\$318.18	Day	-9%

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services – Substitute Care
36-3654-0000-64604 Juvenile Justice Services – Substitute Care

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.

Carmelite Home serves boys who are mildly or moderately ED and/or mentally disabled. Also serve many delinquent boys.

The 2012 County Adopted Budget includes the following funds for substitute care:

Child Protective Services:

1,928,255	Foster homes II-V
391,563	Group homes
<u>1,842,764</u>	Residential Care Centers
<u>\$4,162,582</u>	Total

Juvenile Justice Services:

\$241,310	Foster homes II-V
\$255,334	Group homes
<u>\$979,472</u>	Residential Care Centers
<u>\$1,478,756</u>	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? Chair, Human Services Board

NEW 12-083 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. SS1463

Contract between Rock Co. Human Services Dept. and Carmelite Home Inc for Substitute Care provider for Child Protective Services and Juvenile Justice Services for period of 1/1/12 - 12/31/12. Contract Amount: Rate x no of approved clients.

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

Total Fiscal Impact & Source of Funds:

Angela S. Kuykendall 1/30/12
Signature Date

Sufficient funding available
in HSD's 2012 budget

Jodi Miller 1/30/12
Purchasing Manager Date

M. C. [Signature] 1-30-12
Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services

ellow - Issuing Dept.

Pink - County Clerk

11/30/12

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.

12-102

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: FAMILY & CHILDREN'S CENTER, INC.
(Name of entity)

Contract Period: Start Date: 1/1/2012 Expiration Date: 12/31/2012

Contract Amount: \$ Rate x Number of approved clients

SERVICE	RATE	UNIT	CHANGE FROM PRIOR YEAR
Residential Care Center	\$312.53	Day	+5%
Group Home	\$192.10	Day	0%
Foster Care Administration	\$1,931.42	Month	-7%

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services – Substitute Care
36-3654-0000-64604 Juvenile Justice Services – Substitute Care

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.

Family & Children's Center serves severely emotionally disturbed children. Provide transportation to & from placement. Offer 30-day assessments. Located in LaCrosse, WI.

The 2012 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services:</u>		<u>Juvenile Justice Services:</u>	
1,928,255	Foster homes II-V	\$241,310	Foster homes II-V
391,563	Group homes	\$255,334	Group homes
<u>1,842,764</u>	Residential Care Centers	<u>\$979,472</u>	Residential Care Centers
<u>\$4,162,582</u>	Total	<u>\$1,478,756</u>	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? Chair, Human Services Board
1.01

NEW 12-102 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. SS1467

Contract between Rock Co. Human Services Dept. and Family & Children's Center Inc. for
Substitute Care Provider for Child Protective Services and Juvenile Justice Services for period
of 1/1/12 - 12/31/12. Contract Amount: Rate x no. of approved clients.

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

Total Fiscal Impact & Source of Funds:

Jerry A. Kupach 1/30/12
Signature Date

Sufficient funding available
in HSD's 2012 Budget

Judith Miller 1/30/12
Purchasing Manager Date

[Signature] 1-30-12
Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services

ellow - Issuing Dept.

Pink - County Clerk

NEW 12-003 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. SS1461

Contract between Rock Co. Human Services Dept. and Five Star Quality Care for Community Based Residential Facility Services for period of 1/1/12 - 12/31/13.

Contract Amount: Rate x no of approved clients.

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

Total Fiscal Impact & Source of Funds:

[Signature] 1/30/12
Signature Date

Sufficient funding available
- HSD's budget

[Signature] 1/30/12
Purchasing Manager Date

[Signature] 1/30/12
Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services

Yellow - Issuing Dept.

Pink - County Clerk

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.

New Contract: **11-125** or, _____ or, _____
 (check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Sara Mooren X8431
 Originating Department Contact Person Phone

Contract with: Genesis Behavioral Services, Inc.
 (Name of entity)

Contract Period: Start Date: 01/01/11 Expiration Date: 12/31/12

Contract Amount: \$ Based upon the number of referrals, times the contracted rate

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

Service	Rate	Unit	%increase/decrease
Medically Monitored Residential Detox	\$319	Day	New Contract

36-3686-0000-62119 Detox Services

Executive Summary:

Rock County Human Services Department has developed contracts with two providers for the provision of alcohol detoxification services for County clients. Genesis Behavioral Services, Inc. is one of those providers. Funds for this service are included in the approved 2011 & 2012 HSD budgets. No additional County funds are required.

NEW 11-125 AMENDMENT TO: _____ ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. 891460

Contract between Rock Co. Human Services Dept. and Genesis Behavioral Services Inc. for Detox Services for period of 1/1/11 - 12/31/12.

Contract Amount: Rate x no of approved clients.

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

Total Fiscal Impact & Source of Funds:

Judith S. Knight 1/30/12
 Signature Date

Sufficient funding is available in HSD's budget.

J. Gordon Mullis 1/30/12
 Purchasing Manager Date

[Signature] 1/30/12
 Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services

Yellow - Issuing Dept.

Pink - County Clerk

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.

12-086

New Contract: (Check box if yes)

or,

or,

Amendment to Contract # _____

Addendum to Contract # _____

Human Services Department
Originating Department

Sara Mooren
Contact Person

x8431
Phone

Contract with: LAKEVIEW SPECIALTY HOSPITAL AND REHAB
(Name of entity)

Contract Period: Start Date: 1/1/2012

Expiration Date: 12/31/2012

Contract Amount: \$ Rate x Number of approved clients

SERVICE	RATE	UNIT	CHANGE FROM PRIOR YEAR
Residential Care Center	\$467.25	Day	+6%

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services – Substitute Care
36-3654-0000-64604 Juvenile Justice Services – Substitute Care

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.

Lakeview specializes in working with medically needy and fragile children; brain injuries, rehab and related behavior management; early autism, speech therapy, OT and PT while in school program.

The 2012 County Adopted Budget includes the following funds for substitute care:

Child Protective Services:

1,928,255	Foster homes II-V
391,563	Group homes
<u>1,842,764</u>	Residential Care Centers
<u>\$4,162,582</u>	Total

Juvenile Justice Services:

\$241,310	Foster homes II-V
\$255,334	Group homes
<u>\$979,472</u>	Residential Care Centers
<u>\$1,478,756</u>	Total

NEW 12-086 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. 881464

Contract between Rock Co. Human Services Dept. and Lakeview Specialty Hospital and Rehab for Substitute care provider for Child Protective Services and Juvenile Justice Services for period of 1/1/12 - 12/31/12. Contract Amount: Rate x no of approved clients.

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

Jerry S. Knight 1/30/12
Signature Date

Judith Meller 1/30/12
Purchasing Manager Date

Total Fiscal Impact & Source of Funds:

Sufficient funding available in ASD's 2012 budget
[Signature] 1/30/12
Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, February 8, 2012**

HSD MANAGEMENT TEAM MEETING – January 24, 2012
Meeting Cancelled

HSD MANAGEMENT TEAM MEETING – January 31, 2012

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Division and Dept. Goals/Priorities**
- **Annual Report**
- **HSD Work Rules**
- **CPS Substantiation Appeals**

INFORMATION ITEMS

- **HSD Board Agenda**

MEETING WRAP-UP
