



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, May 8, 2013 – 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 April 24, 2013 *
4. Citizen Participation
5. Approval of Contracts, Transfers, and/or Encumbrances – Mr. Zuehlke
6. Approval of Bills * – Mr. Zuehlke
7. Report on Functional Family Therapy Case Management – Mr. Horozewski
8. Report on Affordable Care Act Impact on Economic Support – Ms. Haigh, Mr. Boutwell, Ms. Klyve
9. Resolution Creating a 0.375 FTE Position of Children's Long Term Support (CLTS) Program Manager * – Mr. Boutwell
10. Director's Report *
11. Committee Requests for Future Agenda Items
12. Next Meeting: Wednesday **May 22, 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

2012 Cost Centers and Programs

		Index #	Funding
Agency Management and Support			
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

2012 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

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Rock County - Production

05/01/13

COMMITTEE APPROVAL REPORT

Page 1

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	0.3%	-127.9	0.00		
3636243604		05/01/13 -VN#013780		KMART CORP #4255		48.41	
3636243604		05/01/13 -VN#013780		KMART CORP #4255		50.00	
3636243604		05/01/13 -VN#018338		HOMECARE PHARMACY		29.52	127.93
				CLOSING BALANCE	35,000.00		
		INTERIM ASSIST	PROG-TOTAL-PO			127.93	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$127.93 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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Rock County - Production

05/01/13

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000000-14100 0000000010	ACCTS RECEIVABLE	0.00 100.0%	-30.0	0.00	30.00		
		05/01/13 -VN#015485	ROCK COUNTY HUMAN SERVICES DEP			30.00	30.00
			CLOSING BALANCE		0.00		
	BAL.SHEET A/C		PROG-TOTAL-PO			30.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$30.00 INCURRED BY BALANCE SHEET ACCOUNT. 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	Prct Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1 3636000000-64200 3636000000	TRAINING EXP	22,340.00	16.9%	-210.0	4,000.00	18,550.00		
		05/01/13	-VN#015485	ROCK COUNTY HUMAN	SERVICES DEP		210.00	210.00
				CLOSING BALANCE		18,340.00		
3 3636030000-64908 3636033009	CONTRIBUTIONS	8,000.00	1.9%	-155.0	0.00	8,155.00		
		05/01/13	-VN#015485	ROCK COUNTY HUMAN	SERVICES DEP		155.00	155.00
				CLOSING BALANCE		8,000.00		
11 3636340000-64604 3636341814 3636341814	PROGRAM EXPENSE	95,922.00	0.3%	-137.5	461.61	95,597.91		
		05/01/13	-VN#015485	ROCK COUNTY HUMAN	SERVICES DEP		157.52	
		05/01/13	-VN#015485	ROCK COUNTY HUMAN	SERVICES DEP		-20.00	137.52
				CLOSING BALANCE		95,460.39		
36 3636830000-67200 3636830000	CAPITAL IMPROV	300,221.00	0.0%	-325.4	599.96	299,946.53		
		05/01/13	-VN#015485	ROCK COUNTY HUMAN	SERVICES DEP		325.49	325.49
				CLOSING BALANCE		299,621.04		
	ADRC			PROG-TOTAL-PC			828.01	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$828.01 INCURRED BY ADRC. 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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Rock County - Production

05/01/13

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
12							
3636370000-62119	OTHER SERVICES	236,610.00	15.2% -36,082.0	0.00	272,692.00		
3636370000	P1301883-PO# 04/30/13 -VN#040095			CHILDRENS SERVICE SOCIETY		10,769.00	
3636370000	P1301883-PO# 04/30/13 -VN#040095			CHILDRENS SERVICE SOCIETY		10,674.00	
3636370000	P1301883-PO# 04/30/13 -VN#040095			CHILDRENS SERVICE SOCIETY		14,639.00	36,082.00
				CLOSING BALANCE	236,610.00		
	HOME VISITATION		PROG-TOTAL-PO			36,082.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$36,082.00 INCURRED BY HOME VISITATION. 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-HOME VISITATION

DEPT. PAGE 1

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OSS30415

Rock County - Production

04/30/13

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1							
3636000000-64200	TRAINING EXP	22,340.00	0.4%	-109.0	0.00	22,449.00	
3636000000	P1301840-PO# 04/30/13 -VN#052646					CRISIS REALITY TRAINING INC	109.00
							109.00
2							
						CLOSING BALANCE	22,340.00
3636020000-63100	OFC SUPP & EXP	85,282.00	1.2%	-1,026.8	0.00	86,308.86	
3636020000	P1300569-PO# 04/30/13 -VN#018296					AARONS LOCK AND SAFE INC	80.00
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	75.60
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	79.85
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	188.36
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	88.64
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	14.05
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	79.85
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	49.29
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	12.79
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	228.26
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	83.12
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	4.75
3636020000	P1300596-PO# 04/30/13 -VN#048467					STAPLES ADVANTAGE	42.30
							1,026.86
3							
						CLOSING BALANCE	85,282.00
3636030000-64605	NON-REIMB EXP	1,000.00	35.7%	-118.9	-238.39	1,357.34	
3636030000	P1300595-PO# 04/30/13 -VN#041569					SENTRY FOOD STORE	66.59
3636030000	P1300595-PO# 04/30/13 -VN#041569					SENTRY FOOD STORE	46.99
3636030000	P1300595-PO# 04/30/13 -VN#041569					SENTRY FOOD STORE	5.37
							118.95
11							
						CLOSING BALANCE	1,238.39
3636340000-62176	LABORATORY	4,000.00	27.0%	-154.5	-925.73	5,080.29	
3636340000	P1300593-PO# 04/30/13 -VN#035939					REDWOOD TOXICOLOGY LABORATORY	154.56
							154.56
15							
						CLOSING BALANCE	4,925.73
3636410000-64604	PROGRAM EXPENSE	294,864.00	51.7%	-480.0	153,049.34	142,294.66	
3636415014	P1301818-PO# 04/30/13 -VN#052482					HOPE CHILD AND FAMILY COUNSELI	480.00
							480.00
18							
						CLOSING BALANCE	141,814.66
3636460000-63200	PUBL/SUBCR/DUES	340.00	43.3%	-147.5	0.00	487.50	
3636460000	P1301781-PO# 04/30/13 -VN#011830					CIVIC RESEARCH INSTITUTE INC	147.50
							147.50
18							
						CLOSING BALANCE	340.00
3636460000-64604	PROGRAM EXPENSE	15,950.00	12.6%	-695.0	-1,330.37	17,975.37	
3636460000	P1301782-PO# 04/30/13 -VN#019545					BEGINNINGS GROUP HOME	695.00
							695.00
18							
						CLOSING BALANCE	17,280.37
3636460000-62119	OTHER SERVICES	225,222.00	3.5%	-8,007.9	0.00	233,229.94	
3636463041	P1301817-PO# 04/30/13 -VN#052265					COUNSELING RESOURCES NEUROPSYC	3,135.00

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3636463041 3636465013	P1301820-PO# 04/30/13 -VN#012097 P1300926-PO# 04/30/13 -VN#048575			CROSSROADS COUNSELING CENTER ANU FAMILY SERVICES		3,250.00 1,622.94	8,007.94
18				CLOSING BALANCE	225,222.00		
3636460000-64604 3636465016 3636465016	PROGRAM EXPENSE P1300595-PO# 04/30/13 -VN#041569 P1300595-PO# 04/30/13 -VN#041569	15,950.00 8.8%	-85.8	-1,330.37	17,366.22	74.47 11.38	85.85
26				CLOSING BALANCE	17,280.37		
3636640000-63400 3636640000	OPERATING SUPPLI P1300574-PO# 04/30/13 -VN#020525	34,561.00 22.7%	-1,383.4	-6,488.22	42,432.63	1,383.41	1,383.41
26				CLOSING BALANCE	41,049.22		
3636640000-64200 3636640000	TRAINING EXP P1301819-PO# 04/30/13 -VN#016857	3,600.00 5.3%	-99.0	290.00	3,409.00	99.00	99.00
27				CLOSING BALANCE	3,310.00		
3636660000-64200 3636660000 3636660000 3636660000	TRAINING EXP P1301757-PO# 04/30/13 -VN#052660 P1301809-PO# 04/30/13 -VN#049420 P1301808-PO# 04/30/13 -VN#032660	2,685.00 13.2%	-265.0	-89.96	3,039.96	140.00 120.00 5.00	265.00
36				CLOSING BALANCE	2,774.96		
3636830000-62400 3636830000 3636830000 3636830000	R & M SERV P1300588-PO# 04/30/13 -VN#014534 P1300588-PO# 04/30/13 -VN#014534 P1300588-PO# 04/30/13 -VN#014534	0.00 100.0%	-158.3	0.00	158.38	190.62 24.73 -56.97	158.38
36				CLOSING BALANCE	0.00		
3636830000-64200 3636830000 3636830000	TRAINING EXP P1301758-PO# 04/30/13 -VN#052660 P1301759-PO# 04/30/13 -VN#052660	1,725.00 11.3%	-210.0	405.00	1,530.00	140.00 70.00	210.00
36				CLOSING BALANCE	1,320.00		
3636830000-67200 3636830000	CAPITAL IMPROV P1301726-PO# 04/30/13 -VN#048467	300,221.00 0.1%	-234.1	599.96	299,855.22	234.18	234.18
37				CLOSING BALANCE	299,621.04		
3636860000-62119 3636860000	OTHER SERVICES P1300580-PO# 04/30/13 -VN#046006	237,108.00 84.7%	-2,871.0	203,918.01	36,060.99	2,871.00	2,871.00
				CLOSING BALANCE	33,189.99		

SS-DETOX

DEPT. PAGE 2

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Account Number	Name	Yearly Prcnt Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
40								
3636890000-64604	PROGRAM EXPENSE	210,000.00	79.6%	-2,352.2	169,638.02	42,714.21		
3636890000	P1301843-PO# 04/30/13 -VN#052469				COMMUNITY HEALTH SYSTEMS INC		353.30	
3636890000	P1301844-PO# 04/30/13 -VN#052469				COMMUNITY HEALTH SYSTEMS INC		674.48	
3636890000	P1301845-PO# 04/30/13 -VN#052469				COMMUNITY HEALTH SYSTEMS INC		275.40	
3636890000	04/30/13 -VN#052513				MAURER,SUE		5.60	
3636890000	P1300596-PO# 04/30/13 -VN#048467				STAPLES ADVANTAGE		57.00	
3636890002	04/30/13 -VN#019042				DRIFTWOOD MOTEL		55.00	
3636890002	04/30/13 -VN#044083				SRB PROPERTY MANAGEMENT LLC		275.00	
3636890002	04/30/13 -VN#044083				SRB PROPERTY MANAGEMENT LLC		250.00	
3636890004	04/30/13 -VN#018338				HEMOCARE PHARMACY		13.25	
3636890004	04/30/13 -VN#018338				HEMOCARE PHARMACY		29.02	
3636890004	04/30/13 -VN#018338				HEMOCARE PHARMACY		21.33	
3636890004	04/30/13 -VN#013809				KEALEY PHARMACY		148.75	
3636890004	04/30/13 -VN#013809				KEALEY PHARMACY		15.95	
3636890004	04/30/13 -VN#013809				KEALEY PHARMACY		59.90	
3636890004	04/30/13 -VN#013809				KEALEY PHARMACY		42.90	
3636890004	04/30/13 -VN#013809				KEALEY PHARMACY		44.40	
3636890004	04/30/13 -VN#013809				KEALEY PHARMACY		30.95	2,352.23
					CLOSING BALANCE		40,361.98	
41								
3636900000-62119	OTHER SERVICES	62,524.00	91.6%	-209.0	57,524.98	5,208.02		
3636900000	P1301788-PO# 04/30/13 -VN#052672				NEEDY MEDS INC		74.00	
3636900000	P1300594-PO# 04/30/13 -VN#036664				SAFEMART PEST CONTROL		11.55	
3636900000	P1300594-PO# 04/30/13 -VN#036664				SAFEMART PEST CONTROL		23.45	
3636900000	P1301255-PO# 04/30/13 -VN#052251				CLIENTTELL INC		100.00	209.00
					CLOSING BALANCE		4,999.02	
41								
3636900000-62170	PHYSICIAN/OTHER	142,920.00	20.0%	-11,704.2	-16,931.16	171,555.42		
3636900000	P1300573-PO# 04/30/13 -VN#052289				PSYCHOLOGY CLINIC INC,THE		750.00	
3636900000	P1301842-PO# 04/30/13 -VN#052469				COMMUNITY HEALTH SYSTEMS INC		3,780.00	
3636900000	P1300586-PO# 04/30/13 -VN#030410				MARCUS,JEFFREY		112.68	
3636900000	P1300586-PO# 04/30/13 -VN#030410				MARCUS,JEFFREY		112.68	
3636900000	P1300586-PO# 04/30/13 -VN#030410				MARCUS,JEFFREY		661.80	
3636900000	P1300586-PO# 04/30/13 -VN#030410				MARCUS,JEFFREY		2,371.45	
3636900000	P1300586-PO# 04/30/13 -VN#030410				MARCUS,JEFFREY		3,915.65	11,704.26
					CLOSING BALANCE		159,851.16	
44								
3636940000-62119	OTHER SERVICES	46,500.00	4.6%	-2,168.0	0.00	48,668.02		
3636940000	P1301825-PO# 04/30/13 -VN#038867				PARTNERS IN PREVENTION		2,168.02	2,168.02
					CLOSING BALANCE		46,500.00	
46								
3637000000-62119	OTHER SERVICES	276,494.00	10.9%	-30,340.0	0.00	306,834.00		
3637000000	P1301846-PO# 04/30/13 -VN#047914				ROSECRANCE		17,220.00	
3637000000	P1301846-PO# 04/30/13 -VN#047914				ROSECRANCE		13,120.00	30,340.00
					CLOSING BALANCE		276,494.00	

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
47							
3637030000-64604	PROGRAM EXPENSE	0.00 100.0%	-1,015.3	0.00	1,015.38		
3637030000	P1301849-PO# 04/30/13 -VN#023565			ALL WAYS TRAVEL CENTER		635.88	
3637030000	P1301848-PO# 04/30/13 -VN#052684			TOWNE PLACE SUITES		379.50	1,015.38
				CLOSING BALANCE	0.00		
50							
3637060000-64604	PROGRAM EXPENSE	300,000.00 0.0%	-141.0	0.00	300,141.00		
3637060000	P1301098-PO# 04/30/13 -VN#014692			MOORE MEDICAL CORP		141.00	141.00
				CLOSING BALANCE	300,000.00		
55							
3637300000-62119	OTHER SERVICES	99,672.00 70.3%	-38.0	70,197.87	29,512.13		
3637300000	P1300594-PO# 04/30/13 -VN#036664			SAFEWAY PEST CONTROL		38.00	38.00
				CLOSING BALANCE	29,474.13		
55							
3637300000-62400	R & M SERV	71,297.00 35.6%	-43.4	25,479.67	45,860.80		
3637300000	P1300588-PO# 04/30/13 -VN#014534			MENARDS		43.47	43.47
				CLOSING BALANCE	45,817.33		
55							
3637300000-63100	OFC SUPP & EXP	12,000.00 28.9%	-43.2	-3,428.64	15,471.90		
3637300000	P1300596-PO# 04/30/13 -VN#048467			STAPLES ADVANTAGE		43.26	43.26
				CLOSING BALANCE	15,428.64		
	JOB CENTER		PROG-TOTAL-PO			64,101.25	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$64,101.25 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

05530503

Rock County - Production

05/01/13

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000000-25233	HUM SER SUB CARE	0.00 100.0%	-263.7	0.00	263.77		
0000000010		05/01/13 -VN#039079	SOCIAL SECURITY ADMINISTRATION			179.77	
0000000010		05/01/13 -VN#016260	SOCIAL SECURITY ADMINISTRATION			84.00	263.77
			CLOSING BALANCE		0.00		
		BAL.SHEET A/C	PROG-TOTAL-PO			263.77	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$263.77 INCURRED BY BALANCE SHEET ACCOUNT. 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

page 9010

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05/01/13

COMMITTEE APPROVAL REPORT

Page 2

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3636340000-64604	PROGRAM EXPENSE	95,922.00	0.0% -370.0	461.61	95,830.39		
3636341724		05/01/13	-VN#046652	VAN WYHE, KAREN		250.00	
3636341802		05/01/13	-VN#049319R	LEFEBER, ARTHUR		120.00	370.00
				CLOSING BALANCE	95,460.39		
		CPS	PROG-TOTAL-PO			370.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$370.00 INCURRED BY CHILD PROTECTIVE SERVICES. 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-CPS

DEPT. PAGE 1

Page 1 of 10

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve
INITIATED BY



Phil Boutwell
DRAFTED BY

County Board Staff Committee
Human Services Board
SUBMITTED BY

April 22, 2013
DATE DRAFTED

Creating a 0.375 FTE Position of Children's Long Term Support (CLTS) Program Manager

1 **WHEREAS**, the CLTS Program makes Medicaid funding available to serve children who have
2 substantial limitations due to developmental, emotional and/or physical disabilities; and,
3

4 **WHEREAS**, at the request of the Wisconsin Department of Health Services, Rock County
5 consolidated funding and service delivery for the CLTS Program and the ancillary Family Support
6 funding in the 2013 Human Services Budget; and,
7

8 **WHEREAS**, the administration of the CLTS Program is time consuming and complex and the
9 incumbent supervisor presently oversees 12 staff, multiple contracted services, and two other
10 programs; and,
11

12 **WHEREAS**, the Human Services Department needs to take advantage of a window of opportunity in
13 2013 to roll out a new initiative known as Comprehensive Community Services (CCS) Program for
14 children and families, which is in line with current best practices and funding streams that offset
15 program expense; and,
16

17 **WHEREAS**, the Human Services Department wishes to use the skills of the incumbent CLTS
18 program manager to accomplish the task, but recognizes it needs to bring in additional program
19 supervision through year end to manage the workload; and,
20

21 **WHEREAS**, the Human Services Department requests the County Board create a new limited term
22 employee position through year end that will help manage the existing CLTS program and facilitate
23 the new CCS initiative.
24

25 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
26 assembled this ____ day of _____, 2013, does hereby approve the creation of a new
27 0.375 FTE CLTS Program Manager at the rate of \$35 per hour through year end effective upon
28 approval of the County Board.
29

30 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2013 be amended
31 as follows:
32

Account/Description	Budget	Increase	Amended
<u>Source of Funds</u>	<u>4/1/13</u>	<u>(Decrease)</u>	<u>Budget</u>
36 36-3638-0000-64604	\$3,836,671	(\$18,650)	\$3,818,021
37 Program Expense - CPS			
38			
39 <u>Use of Funds</u>			
40 36-3697-0000-61108	\$0	\$17,325	\$17,325
41 Seasonal Wages			
42			
43 36-3697-0000-61400	\$49,281	\$1,325	\$50,606
44 FICA			

Respectfully submitted,

Human Services Board

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

William Grahn

Ashley Kleven

Terry Fell

Phil Owens

Terry Thomas

Shirley Williams

Vacant

County Board Staff Committee

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Marilynn Jensen

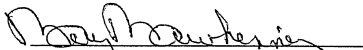
Louis Peer

Kurtis L. Yankee

FINANCE COMMITTEE ENDORSEMENT


Reviewed and approved on a vote of

4-0


Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:

Recommended


Craig Knutson
County Administrator


FISCAL NOTE:

This resolution creates a .375 FTE CLTS Program Manager position and funds this position by reducing another line item within the HSD budget.


Sherry Oja
Finance Director

LEGAL NOTE:

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

Executive Summary

The Children's Long Term Support (CLTS) waiver program provides Medicaid funding for children who fall under three separate groups: Developmental Disabilities (DD), Physical Disabilities (PD), and Severe Emotional Disabilities (SED). In 2012, the state pushed to eliminate the bifurcation of the program between the DD Board and the Human Services Board as well as transferred the eligibility determination to a statewide contracted agency. The CLTS funding, the Family Support grant, and the program management were consolidated under the Human Services Board Budget in 2013. The Human Services Department added accounting staff time in its budget to help with the workload, but no additional supervisory support.

In 2013, the CLTS Program Supervisor was given the additional responsibility to manage the Catholic Charities contract that oversees services to approximately 100 children served with DD waivers as well as responsibility to implement the Comprehensive Community Service (CCS) Program. The assignment was in addition to supervising 12 staff and two other program areas. It was an unrealistic expectation and the Department needs additional management resources in the CLTS area if the CCS initiative is to move forward.

The CCS offers a unique opportunity to provide a best practice model similar to the Department's Community Support Program with more favorable state/federal reimbursement for program services and case management. It is an opportunity the County cannot afford to pass up.

The resolution creates a .375 FTE manager position that will share some management responsibilities of the CLTS program. The position is considered a limited term employee that will be funded through year end. The Department has identified a recently retired Dane County employee who possesses the necessary skill set and is willing to take on a challenge through year end.

In 2014, the Human Services Department will be faced with a number of choices based on changes in the state budget that may lead to regionalization and/or consolidation of CLTS and CCS management responsibilities. The Department will select the best option and ensure that it has enough supervisor resources to effectively perform its mission.

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, May 8, 2013**

HSD MANAGEMENT TEAM MEETING – April 23, 2013
Meeting Cancelled.

HSD MANAGEMENT TEAM MEETING – April 30, 2013
Meeting Cancelled.
