



**COUNTY BOARD STAFF COMMITTEE
TUESDAY – JULY 11, 2017 – 4:00 P.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order & Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – June 27, 2017
4. Transfers
4. Review of Payments
5. Resolutions
 - A. Recognizing Donna Duerst
 - B. Recognizing Mary LaFever for Service to Rock Haven
 - C. Recognizing Deanna Pagel for Service to Rock Haven
 - D. Approving Additional 2017 Wage Rate Changes for Employees by the Salary Study, and Amending the Personnel Policy Wage Appendices
6. Semi-Annual Training and Conference Reports
 - A. Human Resources
 - B. Corporation Counsel
 - C. County Administrator
7. Discussion and Possible Action on Policy 2.19 Community Agency Initiatives Policy (Donations Policy)
8. **EXECUTIVE SESSION:** Per Section 19.85(1)(e), Wis. Stats. Update on Collective Bargaining

and

Per Section 19.85(1)(c), Wis. Stats. – Performance Evaluation – County Administrator
9. Adjournment

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
00-0000-0063-29663	W C TRUST	P1700038	06/22/2017	MINUTE MEN HR MANAGEMENT OF WI	2,850.00
ISF-SELF INS PROG TOTAL					2,850.00

I have reviewed the preceding payments in the total **\$2,850.00**

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
01-1320-0000-63100	OFC SUPP & EXP				
		P1700320	06/15/2017	JP MORGAN CHASE BANK NA	339.23
01-1320-0000-64200	TRAINING EXP				
		P1700320	06/15/2017	JP MORGAN CHASE BANK NA	175.00
COUNTY ADMINISTRATOR PROG TOTAL					514.23

I have reviewed the preceding payments in the total **\$514.23**

Date: Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL				
		P1700715	06/29/2017	BELOIT DAILY NEWS	1,730.42
03-1110-0000-64201	CONVENTION EXP				
		P1700320	06/15/2017	JP MORGAN CHASE BANK NA	2,100.00
COUNTY BOARD PROG TOTAL					3,830.42

I have reviewed the preceding payments in the total **\$3,830.42**

Date: Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
06-1620-0000-62129	OTHER LEGAL SERV				
		P1701840	06/22/2017	BRABAZON TITLE CO INC	75.00
06-1620-0000-64200	TRAINING EXP				
		P1701774	06/08/2017	WISCONSIN CHILD SUPPORT ENFORC	1,200.00
				CORPORATION COUNSEL PROG TOTAL	1,275.00

I have reviewed the preceding payments in the total \$1,275.00

Date: Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
08-1420-0000-61920	PHYSICALS		06/15/2017	ILLINOIS STATE POLICE	48.00
		P1700307	06/15/2017	WISCONSIN DEPARTMENT OF JUSTIC	129.20
		P1700311	06/15/2017	JP MORGAN CHASE BANK NA	98.85
		P1701812	06/15/2017	CONNELLY PHD,M DENISE	175.00
08-1420-0000-62119	OTHER SERVICES				
		P1701666	06/15/2017	TK GROUP INC	3,136.55
		P1701667	06/15/2017	OCCUPATIONAL HEALTH AND	35.55
		P1701811	06/15/2017	OCCUPATIONAL HEALTH CENTER	817.65
		P1701839	06/29/2017	OCCUPATIONAL HEALTH CENTER	35.55
		P1701921	06/29/2017	OCCUPATIONAL HEALTH CENTER	71.10
08-1420-0000-63100	OFC SUPP & EXP				
		P1700311	06/15/2017	JP MORGAN CHASE BANK NA	406.91
08-1420-0000-63300	TRAVEL				
		P1700311	06/15/2017	JP MORGAN CHASE BANK NA	328.00
08-1420-0000-64200	TRAINING EXP				
		P1700311	06/15/2017	JP MORGAN CHASE BANK NA	517.62
		P1700949	06/15/2017	BLACKHAWK TECHNICAL COLLEGE	4,725.00
		P1701871	06/29/2017	HIGHLINE CORPORATION	400.00
08-1420-0000-64215	RECRUITMENT				
		P1700311	06/15/2017	JP MORGAN CHASE BANK NA	250.00
		P1701872	06/29/2017	DEPARTMENT OF ADMINISTRATION	175.00
08-1420-0000-64417	RH EXPENSES				
			06/29/2017	ILLINOIS STATE POLICE	32.00
		P1700307	06/15/2017	WISCONSIN DEPARTMENT OF JUSTIC	22.80
HUMAN RESOURCES PROG TOTAL					11,404.78

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$11,404.78

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
19-1932-0000-64904	SUNDRY EXPENSE	P1701817	06/29/2017	ROTARY GARDENS	120.00
EMPLOYEE RECOGNITION ACTIVITY PROG TOTAL					120.00

I have reviewed the preceding payments in the total \$120.00

Date: _____ Dept _____
Committee _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Angela Flickinger
INITIATED BY

Angela Flickinger
DRAFTED BY

A&E Committee
SUBMITTED BY

June 26, 2017
DATE DRAFTED



RECOGNIZING DONNA DUERST

- 1 **WHEREAS**, Donna Duerst has served the citizens of Rock County for twenty-seven (27)
- 2 years; and,
- 3
- 4 **WHEREAS**, Donna Duerst began her career on September 17, 1990, with the University of
- 5 Wisconsin - Rock County, as a 4-H Youth Development Educator in the UW-Extension-Rock
- 6 County Office. She has been an ongoing 4-H Youth Development Educator for the past
- 7 twenty-seven (27) years, handling new and ongoing 4-H Youth Development programming, 4-
- 8 H club program development and youth/adult volunteer development. Ms. Duerst also was
- 9 Co-Department Head for the last three (3) years. Ms. Duerst will be retiring from UW-
- 10 Extension - Rock County on August 3, 2017; and,
- 11
- 12 **WHEREAS**, Donna Duerst has proven herself to be a compassionate, caring, and committed
- 13 employee, always advocating for the 4-H program participants; and,
- 14
- 15 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
- 16 County, wishes to recognize Donna Duerst for her significant contributions to Rock County
- 17 UW-Extension Department and the 4-H Program and her long and faithful service.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
- 20 duly assembled this _____day of _____, 2017, does hereby recognize Donna
- 21 Duerst for her twenty-seven (27) years of service and extend best wishes to her in her future
- 22 endeavors.

Respectfully Submitted,

ROCK COUNTY AGRICULTURE & EDUCATION COMMITTEE

Richard Bostwick, Chair

Wes Davis, Vice Chair

Alan Sweeney

Brenton Driscoll

Kara Hawes

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee
INITIATED BY



Sue Prostko
DRAFTED BY

Health Services Committee
SUBMITTED BY

June 12, 2017
DATE DRAFTED

RECOGNIZING MARY LAFEVER FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Mary LaFever has served the citizens of Rock County over the past 15 years, 6 months
- 2 as a dedicated and valued employee of Rock County; and
- 3
- 4 **WHEREAS**, Mary LaFever began her career with Rock Haven as a Certified Nursing Assistant on
- 5 January 14, 2002; and
- 6
- 7 **WHEREAS**, Mary LaFever has worked diligently in that position until her retirement on July 1, 2017;
- 8 and
- 9
- 10 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County,
- 11 wishes to commend Mary LaFever for her long and faithful service.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 14 assembled this _____ day of _____, 2017 does hereby recognize Mary LaFever for her 15
- 15 years, 6 months of service and extend their best wishes to her in her future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

HEALTH SERVICES COMMITTEE

Norvain Pleasant, Chair

Brenton Driscoll, Vice Chair

Terry Fell

Kara Hawes

Dave Homan

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Hank Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS



Health Services Committee
INITIATED BY

Sue Prostko
DRAFTED BY

Health Services Committee
SUBMITTED BY

June 12, 2017
DATE DRAFTED

RECOGNIZING DEANNA PAGEL FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Deanna Pagel has served the citizens of Rock County over the past 23 years, 3 months as a
- 2 dedicated and valued employee of Rock County; and
- 3
- 4 **WHEREAS**, Deanna Pagel began her career with Rock Haven as a Certified Nursing Assistant on May 8,
- 5 1994; and
- 6
- 7 **WHEREAS**, Deanna Pagel has also worked in Environmental Services and Activities before returning to a
- 8 Certified Nursing Assistant; and
- 9
- 10 **WHEREAS**, Deanna Pagel has worked diligently in that position until her retirement on August 1, 2017; and
- 11
- 12 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 13 commend Deanna Pagel for her long and faithful service.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 16 _____ day of _____, 2017 does hereby recognize Deanna Pagel for her 23 years, 3 months of service
- 17 and extend their best wishes to her in her future endeavors.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Norvain Pleasant, Chair

J. Russell Podzilni, Chair

Brenton Driscoll, Vice Chair

Sandra Kraft, Vice Chair

Terry Fell

Betty Jo Bussie

Dave Homan

Eva Arnold

Kara Hawes

Mary Mawhinney

Alan Sweeney

Hank Brill

Louis Peer

Terry Thomas

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Alyx Brandenburg, HR Manager
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

June 28, 2017
DATE DRAFTED

APPROVING ADDITIONAL 2017 WAGE RATE CHANGES FOR EMPLOYEES BY THE SALARY STUDY, AND AMENDING THE PERSONNEL POLICY WAGE APPENDICES

- 1 **WHEREAS**, it is necessary to review the Classification Plan to ensure that the plan accurately reflects
- 2 existing position responsibilities and market conditions, as stated in the Rock County Personnel
- 3 Ordinance, 18.209.
- 4
- 5 **WHEREAS**, it is necessary to adjust the employees identified by the review of the Classification Plan,
- 6 now to be referred to as Salary Study, in order to accurately reflect the internal and external
- 7 marketability of the positions.
- 8
- 9 **WHEREAS**, the changes help ensure that positions continue to reflect salary rates which are
- 10 competitive for those job classes covered by the Plans.
- 11
- 12 **WHEREAS**, Rock County completed an audit of the 2016 Salary Study, and three classifications were
- 13 not included in the original resolution.
- 14
- 15 **WHEREAS**, it is proposed to increase those employees previously not included and adjust the Pay
- 16 Plan(s), in accordance with results of the Salary Study effective July 2, 2017, where retro will be
- 17 necessary.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 20 assembled this _____ day of _____, 2017 does hereby approve the adjusted County's
- 21 2017 Pay Plans by increasing each step in accordance with the Salary Results effective July 2, 2017.
- 22

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney

Sandra Kraft, Vice Chair

Louis Peer

Eva Arnold

Alan Sweeney

Henry Brill

Terry Thomas

Betty Jo Bussie

Executive Summary

The purpose of this resolution is to provide information pertaining to the Salary Study, and to increase wage rates of those identified in the Salary Study to accurately reflect the internal and external marketability of the positions to remain competitive for those job classes covered by the Plans.

The following positions were overlooked, and are being affected in the following ways:

Job Title	Employee Group	Old Wage Range	New Wage Range
Controller	Unilateral C	25	26
Economic Support Supervisor	Unilateral C	17	18
Materials & Environmental Services Manager	Unilateral B	16	17

APPROVING THE 2017 WAGE RATE CHANGES FOR EMPLOYEES IDENTIFIED BY THE
SALARY STUDY, AND AMENDING THE PERSONNEL POLICY WAGE APPENDICES
Page 2

FISCAL NOTE:

Projected Additional Base Compensation

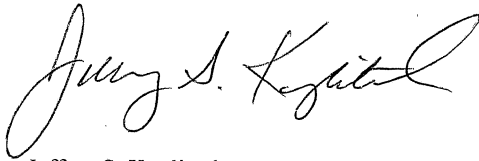
2017 \$7,563.45



Sherry Oja
Finance Director

LEGAL NOTE:

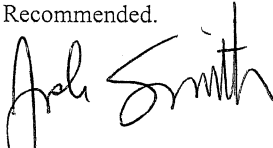
The County Board is authorized to take this action
pursuant to §59.22(2), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

APPENDIX A
UNILATERAL PAY PLAN
Salaries Effective January 1, 2017
Updated July 2, 2017

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Range 1					

Range 2					

Range 3					

Range 4					

Range 5					

Range 6	\$15.78	\$16.63	\$17.37	\$18.30	\$19.23
	\$32,948.64	\$34,723.44	\$36,268.56	\$38,210.40	\$40,152.24
	Environmental Health Technician (A)		Vehicle Maintenance Technician (A)		

Range 7	\$16.33	\$17.16	\$18.09	\$18.92	\$19.89
	\$34,097.04	\$35,830.08	\$37,771.92	\$39,504.96	\$41,530.32
	Secretary I (A)				

Range 8	\$17.01	\$17.76	\$18.71	\$19.59	\$20.59
	\$35,516.88	\$37,082.88	\$39,066.48	\$40,903.92	\$42,991.92
	Purchasing Specialist (A)				

Range 9	\$17.59	\$18.37	\$19.35	\$20.31	\$21.30
	\$36,727.92	\$38,356.56	\$40,402.80	\$42,407.28	\$44,474.40
	Nursing Staff Coordinator (A)				

Range 10	\$18.16	\$19.01	\$19.99	\$20.99	\$22.05
	\$37,918.08	\$39,692.88	\$41,739.12	\$43,827.12	\$46,040.40

Court Attendant (A)
 Human Resources Secretary (A)
 Secretary II (A)

Judicial Assistant (A)
 Legal Assistant (A)
 Administrative Secretary (A)
 Payroll Specialist (A)

Range 11

\$18.78	\$19.70	\$20.69	\$21.72	\$22.79
\$39,212.64	\$41,133.60	\$43,200.72	\$45,351.36	\$47,585.52

Community Coordinator (A) Health Promotion Coordinator (A)
 Confidential Administrative Assistant (A) Victim Witness Specialist (B)
 Conservationist I (A) Vehicle Maintenance Supervisor (A)

Range 12

\$19.44	\$20.41	\$21.43	\$22.52	\$23.63
\$40,590.72	\$42,616.08	\$44,745.84	\$47,021.76	\$49,339.44

Range 13

\$20.11	\$21.13	\$22.14	\$23.27	\$24.46
\$41,989.68	\$44,119.44	\$46,228.32	\$48,587.76	\$51,072.48

Division Leader Deputy Clerk (A) RECAP Site Supervisor (A)
 Help Desk/Operations Technician (A) Sanitarian I (B)
 Mobility Manager (B) Storekeeper (A)
 Planning Services Coordinator (A) Nutrition Program Supervisor (C)
 Transportation Program Supervisor (C)

Range 14

\$20.80	\$21.82	\$22.94	\$24.10	\$25.31
\$43,430.40	\$45,560.16	\$47,898.72	\$50,320.80	\$52,847.28

Assistant Food Services Manager (A)* Human Resources Office Coordinator (A)
 Cartographer I (A) Investigator (A)

Range 15

\$21.58	\$22.61	\$23.75	\$24.93	\$26.16
\$45,059.04	\$47,209.68	\$49,590.00	\$52,053.84	\$54,622.08

Application Support Specialist (A)
 Support Services Supervisor (C)

Range 16

\$22.26	\$23.42	\$24.57	\$25.82	\$27.15
\$46,478.88	\$48,900.96	\$51,302.16	\$53,912.16	\$56,689.20

Materials & Environmental Services Manager (B) Youth Services Center Supervisor (C)

Range 17

\$23.10	\$24.22	\$25.41	\$26.69	\$28.01
\$48,232.80	\$50,571.36	\$53,056.08	\$55,728.72	\$58,484.88

Accountant (C) Economic Support Supervisor (C)
 Certified Sanitarian I (B) GEO Application Specialist (B)
 Conservation Specialist II (A) Human Resources Analyst (C)
 Materials & Environmental Services Manager (B)^ Victim/Witness Coordinator (B)

Range 18

\$23.87	\$25.13	\$26.33	\$27.65	\$29.04
\$49,840.56	\$52,471.44	\$54,977.04	\$57,733.20	\$60,635.52

Activity Director (C) Economic Support Supervisor (C)
 Chief Deputy Clerk of Circuit Court (C) Financial Supervisor (C)
 Circuit Court Office Manager (C) Planner III (B)
 DA Office Manager (C) User Support Specialist (A)
 Child Support Supervisor (C)

Range 19

\$24.73	\$25.96	\$27.25	\$28.62	\$30.01
\$51,636.24	\$54,204.48	\$56,898.00	\$59,758.56	\$62,660.88

Communication Center Shift Supervisor (B)	Medicolegal Investigator (A)
Court Reporter (A)	Payroll Manager (B)
Deputy Superintendent (C)	Public Works Accounting Supervisor (B)
Food Service Manager (A)*	Public Works Superintendent (B)
Health Educator (A)	Senior Conservation Specialist (B)
Instructor/Support Specialist (A)	Shop Superintendent (B)
Lead Economic Support Supervisor (C)	Telecom/Network Specialist (A)

Range 20

\$25.59	\$26.87	\$28.22	\$29.62	\$31.09
\$53,431.92	\$56,104.56	\$58,923.36	\$61,846.56	\$64,915.92

AODA Coordinator (C)	Medical Records Manager (C)
HSD Analyst (C)	Purchasing Manager (C)
Financial Office Manager (C)	

Range 21

\$26.50	\$27.79	\$29.23	\$30.63	\$32.21
\$55,332.00	\$58,025.52	\$61,032.24	\$63,955.44	\$67,254.48

Deferred Prosecution Director (C)	Surveyor (C)
Director of Mediation & Fam Court Services (C)	Veterans Service Officer (C)
Real Property Lister (C)	

Range 22

\$27.38	\$28.82	\$30.23	\$31.75	\$33.31
\$57,169.44	\$60,176.16	\$63,120.24	\$66,294.00	\$69,551.28

Admissions Registered Nurse (A)*	MDS Nurse (A)*
Community Health Education Coordinator (C)	Sanitarian II (C)
Senior Planner (C)	Senior Planner/GIS Manager (C)
Human Resources Manager (C)	

Range 23

\$28.36	\$29.81	\$31.29	\$32.85	\$34.47
\$59,215.68	\$62,243.28	\$65,333.52	\$68,590.80	\$71,973.36

Computer Programmer/Analyst I (B)	Lead Medicolegal Investigator (C)
Criminal Justice System Planner/Analyst (C)	Parks Director (C)
	Network Technician (B)

Range 24

\$29.37	\$30.84	\$32.35	\$33.96	\$35.70
\$61,324.56	\$64,393.92	\$67,546.80	\$70,908.48	\$74,541.60

Human Services Supervisor I (C)	Technology, Records, & Quality Management Supervisor (C)
Director of Council on Aging (C)	
Facilities Superintendent (C)	

Range 25

\$30.43	\$31.91	\$33.49	\$35.19	\$36.94
\$63,537.84	\$66,628.08	\$69,927.12	\$73,476.72	\$77,130.72

Controller (C)	Human Services Supervisor II (C)
Environmental Health Supervisor (C)	Nursing Supervisor (A)*
	Public Health Nursing Supervisor (B)

Range 26

\$31.81	\$32.99	\$34.71	\$36.39	\$38.24
\$66,419.28	\$68,883.12	\$72,474.48	\$75,982.32	\$79,845.12

Airport Director (C)
 Assistant to Information Technology Director (B)
 Computer Programmer/Analyst II (B)
 Child Support Director (C)
 Controller (C)^
 County Conservationist (C)
 Environmental Protection Director (C)
 Network Support Administrator (B)

Range 27

\$32.53	\$34.20	\$35.87	\$37.68	\$39.55
\$67,922.64	\$71,409.60	\$74,896.56	\$78,675.84	\$82,580.40

Assistant Public Works Director (C)
 Program Manager (C)
 Assistant Director (C)
 Public Safety Systems Manager (B)
 Communications Center Operations
 Manager (C)
 Youth Services Center Superintendent (C)

Range 28

\$33.72	\$35.38	\$37.16	\$38.99	\$40.94
\$70,407.36	\$73,873.44	\$77,590.08	\$81,411.12	\$85,482.72

Assistant to County Administrator (C)
 Assistant Finance Director (C)

Range 29

\$34.86	\$36.60	\$38.46	\$40.38	\$42.38
\$72,787.68	\$76,420.80	\$80,304.48	\$84,313.44	\$88,489.44

Administrative Services Division Manager (C)
 Economic Support Division Manager (C)
 Long Term Support and ADRC
 Division Manager (C)

Range 30

\$36.05	\$37.86	\$39.81	\$41.81	\$43.81
\$75,272.40	\$79,051.68	\$83,123.28	\$87,299.28	\$91,475.28

Computer Network Engineer (C)

Range 31

\$37.24	\$39.10	\$41.07	\$43.09	\$45.20
\$77,757.12	\$81,640.80	\$85,754.16	\$89,971.92	\$94,377.60

Economic Development Manager (C)
 Director of Nursing (C)

Range 32

\$38.46	\$40.38	\$42.40	\$44.47	\$46.75
\$80,304.48	\$84,313.44	\$88,531.20	\$92,853.36	\$97,614.00

Children, Youth & Families Division Manager (C)
 Communication Center Director (C)
 Court Commissioner (C)
 HSD Deputy Director (C)
 Facilities Management Director (C)
 Behavioral Health Division Mgr (C)

Range 33

\$39.72	\$41.69	\$43.77	\$45.98	\$48.29
\$82,935.36	\$87,048.72	\$91,391.76	\$96,006.24	\$100,829.52

Deputy Corporation Counsel (C)
 Health Officer (C)
 Programming & Technical Services
 Manager (C)

Range 34

\$41.02	\$43.06	\$45.19	\$47.46	\$49.83
\$85,649.76	\$89,909.28	\$94,356.72	\$99,096.48	\$104,045.04

Director of Planning and Development (C)
 Public Works Director (C)

Range 35

\$42.34	\$44.42	\$46.66	\$48.99	\$51.48
\$88,405.92	\$92,748.96	\$97,426.08	\$102,291.12	\$107,490.24

Nursing Home Administrator (C)

Range 36

\$43.70	\$45.90	\$48.18	\$50.60	\$53.14
\$91,245.60	\$95,839.20	\$100,599.84	\$105,652.80	\$110,956.32

Human Resources Director (C)

Range 37

\$45.13	\$47.36	\$49.73	\$52.23	\$54.86
\$94,231.44	\$98,887.68	\$103,836.24	\$109,056.24	\$114,547.68

Director of Information Technology (C)

Range 38

\$46.60	\$48.93	\$51.40	\$53.90	\$56.60
\$97,300.80	\$102,165.84	\$107,323.20	\$112,543.20	\$118,180.80

Finance Director (C)

Range 39

\$48.10	\$50.56	\$53.09	\$55.69	\$58.47
\$100,432.80	\$105,569.28	\$110,851.92	\$116,280.72	\$122,085.36

Range 40

\$49.65	\$52.12	\$54.77	\$57.46	\$60.35
\$103,669.20	\$108,826.56	\$114,359.76	\$119,976.48	\$126,010.80

Range 41

\$51.27	\$53.83	\$56.51	\$59.35	\$62.36
\$107,051.76	\$112,397.04	\$117,992.88	\$123,922.80	\$130,207.68

Corporation Counsel (C)

Director of Human Services (C)

Unilateral (A) employees are non-exempt FLSA covered employees, which means they are eligible for overtime compensation on a time and one-half basis over 40 hours per week.

Unilateral (B) employees are exempt employees for purposes of the FLSA, but we have decided that they are eligible for overtime compensation on a straight time basis over 40 hours per week.

Unilateral (C) employees are exempt employees for purposes of FLSA and we have decided that they are not eligible for overtime, but may utilize "flex" hours.

An * indicates that the position is exempt for the purposes of FLSA, but we have decided to pay them overtime on a time and one half basis over 40 hours per week.

ROCK COUNTY, WISCONSIN



**Human Resources Dept.
Rock County Courthouse
51 South Main Street
Janesville, WI 53545
Phone: (608)757-5520
FAX: (608)757-5512**

June 30, 2017

To: County Board Staff Committee

From: Annette Mikula, Human Resources Director

Re: Semi-Annual Report of Training Costs Exceeding \$1,000 per Employee per Event

In accordance with Resolution 06-9A-087, adopted September 14, 2006, the Human Resource Department did not have any training costs exceeding \$1,000 per event for the period of January 1, 2017 through June 30, 2017.

Respectfully submitted,

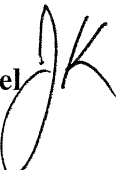
Annette Mikula
Human Resources Director

Cc: Josh Smith



MEMORANDUM

TO: County Board Staff Committee

FROM: Jeffrey S. Kuglitsch
Corporation Counsel 

DATE: June 27, 2017

RE: Out-of-State Training and Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from my department has attended or will attend any training, conventions and conferences that exceed costs of \$1,000 per event, per employee during the first six months of 2017.

cc: Josh Smith



MEMORANDUM

DATE: June 30, 2017

TO: County Board Staff Committee

FROM: Josh Smith, County Administrator *JS*

SUBJECT: Out-of-State Training and Conferences

As required by Resolution #06-9A-087, which requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that the County Administrator's Office did not have any employee who attended a conference that exceeded \$1,000 per event, per employee during the first six months of 2017.

JS/mb

MEM.OUT-OF-STATE

Policy 2.19 Community Agency Initiatives Policy

Administrative Policy & Procedure Manual
Section: AFP
Policy: Community Agency Initiatives Policy
Policy No: 2.19
Effective: 8/1/2017

I. Scope:

This policy addresses the County's allocation of financial resources to programs provided by outside agencies.

II. Areas Excluded:

This policy does not address nor affect:

1. The County receiving contributions/donations which is governed by Wis. Stat. Sec. 59.52 (19) DONATIONS, GIFTS AND GRANTS. The board may accept donations, gifts or grants for any public governmental purpose within the powers of the county.
2. Incidental allocation of, or donation of resources of minimum value and consistent with the County's mission/purpose, subject to County Ordinance 2.217 - Disposal of Unsuitable or Unusable Goods. Example: the Land Conservation Department donates unsold tree stock to local schools with a value of approximately \$400.
3. In-kind services provided by a County staff person to an agency subject to approval by department head and may be for a time-limited basis.
4. Rock County contracts for services with the organization.
5. A Rock County department participates in a conference sponsorship as part of a community collaboration
6. The organization receives county funding as a condition of a grant that requires community collaboration.

III. Criteria:

1. The organization making the request is a non-profit.
2. Rock County and the organization serve the same client base, primarily but not exclusively targeted towards low to moderate income.
3. Allocation of resources furthers the County's Mission.
4. The allocation would be provided primarily with tax levy funding.

IV. Process for Requesting County Resources:

The County's budget process would be used for agencies requesting county funding.

Requests will be placed in a separate allocation section of the budget and would not be part of a particular department or governing committee section.

The agency would submit the following minimum information along the annual budget process timeline:

- A. Amount requested
- B. Proposed use of county funds
- C. Number of and type of clients served
- D. Description of how county funding will improve service to county clients
- E. Description of how county funding will decrease county costs
- F. If the agency received funding in the prior year, the agency would submit a written report on services provided for the funds allocated.

V. Process for Determining Resource Allocation:

1. County Administrator reviews all requests and will seek input from department heads and other county staff as appropriate.
2. County Administrator will advise County Board Staff Committee of tentative funding recommendations in advance of submission of Recommended Budget.
3. County Administrator will include funding recommendations in Recommended Budget for consideration by the County Board of Supervisors.
4. Amounts provided in prior years are subject to change and not a guarantee of future funding. Any funding is contingent on availability of funds and competing priorities.