



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 24, 2016 – 4:30 p.m.**  
**Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room**

**AGENDA**

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of February 10, 2016 \*
4. Citizen Participation
5. Submission of Committee Requests
6. Approval of Contracts, Transfers, and/or Encumbrances \* – Ms. Mooren
7. Approval of Bills \* – Mr. Zuehlke
8. Resolution to Recognize Stephen Drew \* – Ms. Meboe
9. Presentation on Youth Services Center Meals – Mr. Schwarz
10. Presentation on Court Street Services – Mr. Winkler, Ms. Lake
11. Update on Family Care – Ms. Thompson
12. Director's Report \*
13. **Next Meeting: Wednesday, March 9, 2016 at 4:30 p.m. at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, in Janesville, Wisconsin.**
14. 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.

# Rock County Human Services Contract Review Cover Sheet

Date: 2/2/16

Contract with: Campbell Properties

Contract Start Date: 01/01/2015 Expiration Date: 12/31/2018

Executive Summary: This addendum to the lease agreement for office space at 303 W. Court Street adds four extra offices. The additional expense is \$500 per month. Staff from the Franklin Street location will be moving to Court street to better consolidate AODA programming.

Contract Amount: \$2,820 per month 2016  
\$2,865 per month 2017  
\$2,930 per month 2018

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
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Contract # HSD\_2015\_0047\_A3 New Contract: Yes Amendment/Addendum:     

E-Contract Location: Year: 2015 Program: Admin Folder Name: Campbell Properties  
(If different from above)

Expenditure/ Revenue Account Numbers:  
36-3702-0000-65321

Contact Person: Sara Mooren Phone:     

Were Bids or Quotations Solicited? No RFP #     

Covered by State Contract? No State Contract #     

Was a Resolution Required No Resolution #     

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who?

# Rock County Human Services Contract Review Cover Sheet

Date: 2/3/2016

Contract with: CleanPower

Contract Start Date: 01/01/2016 Expiration Date: 12/31/2016

Executive Summary: This contract is for cleaning services at Franklin St.

Contract Amount: \$8,552.88 3% increase from 2015

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
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Contract # HSD\_2016\_0025 New Contract: Yes Amendment/Addendum:     

E-Contract Location: Year: 2016 Program: Admin Folder Name: CleanPower  
(If different from above)

Expenditure/ Revenue Account Numbers:  
36-3706-0000-62119

Contact Person: Tim Zuehlke Phone: 5152

Were Bids or Quotations Solicited? Yes RFP # 2014-16

Covered by State Contract? No State Contract #     

Was a Resolution Required No Resolution #     

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who?

# Rock County Human Services Contract Review Cover Sheet

Date: January 22, 2016

Contract with: Lutheran Social Services

Contract Start Date: 1/1/2016 Expiration Date: 12/31/2016

Executive Summary: The Human Services Department is amending this contract to add Substance Abuse Case Management services. The Department's Budget includes Federal, State, and Intoxicated Driver Program (IDP) funds to purchase AODA treatment services. AODA treatment services are provided within the limits of available Federal, State, and IDP revenues. Waiting lists are established if necessary.

Contract Amount: rate x service

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
Group Counseling	\$25.00	Hour	0%
Individual Counseling	\$55.00	Hour	0%
Urinalysis	\$10.00	Each	0%
Substance Abuse Case Management	\$60,000.00	Year	New

Contract # HSD 2016\_0033\_A1

New Contract: No Amendment/Addendum: Yes

E-Contract Location: Year: 2016 Program: AODA Folder Name: \_\_\_\_\_

(If different from above)

Expenditure/ Revenue Account Numbers:

- 36-3700-0000-62119 AODA Block Grant - Other Contracted Services
- 36-3704-0000-62119 Intoxicated Driver Program - Other Contracted Services

Contact Person: Sara Mooren Phone: x8431

Were Bids or Quotations Solicited? No RFP # \_\_\_\_\_

Covered by State Contract? No State Contract # \_\_\_\_\_

Was a Resolution Required No Resolution # \_\_\_\_\_

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who? \_\_\_\_\_

# Rock County Human Services Contract Review Cover Sheet

Date: 2/3/2016

Contract with: Package Pro Express Delivery

Contract Start Date: 01/01/2016 Expiration Date: 12/31/2016

Executive Summary: This contract is for courier services for the delivery of all departmental mail for Rock County Departments. The contract will be overseen by the Human Services Department with costs allocated out to all Departments that utilize the service.

Contract Amount: \$39,500 10% increase from 2015

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
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Contract # HSD\_2016\_0026 New Contract: Yes Amendment/Addendum:     

E-Contract Location: Year: 2016 Program: Admin Folder Name: Package Pro  
(If different from above)

Expenditure/ Revenue Account Numbers:  
36-3602-0000-62119

Contact Person: Tim Zuehlke Phone: 5152

Were Bids or Quotations Solicited? Yes RFP # 2013-05

Covered by State Contract? No State Contract #     

Was a Resolution Required No Resolution #     

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who?

# Rock County Human Services Contract Review Cover Sheet

Date: February 3, 2016

Contract with: Productive Living Systems, Inc.

Contract Start Date: 1/1/2015 Expiration Date: 12/31/2016

Executive Summary: Rock County Human Services is amending this contract to include a rate for the Jade Supported Apartment. This is one of several providers from which Rock County clients may choose for such services. These service rates fall on the high end of the average of other contracted providers providing similar services due to the clients placed having a higher level of needs.

Contract Amount: rate x service

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
CBRF - Sapphire	\$5,844.35	Month	NA
CBRF - Emerald	\$5,844.53	Month	NA
AFH - Howard Hill	\$7,760.86	Month	NA
CBRF - Jade	\$4,535.16	Month	NA
CBRF - Palladium	\$9,277.13	Month	NA
Supported Apartment	\$4,211.80	Month	New

Contract # HSD\_2015\_0023\_A2 New Contract: No Amendment/Addendum: Yes

E-Contract Location: Year: 2015 Program: ACS CBRF Folder Name: \_\_\_\_\_  
(If different from above)

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

Contact Person: Sara Mooren Phone: x8431

Were Bids or Quotations Solicited? No RFP # \_\_\_\_\_

Covered by State Contract? No State Contract # \_\_\_\_\_

Was a Resolution Required No Resolution # \_\_\_\_\_

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who? \_\_\_\_\_

# Rock County Human Services Contract Review Cover Sheet

Date: 2/3/2016

Contract with: ServiceMaster Commercial Cleaning

Contract Start Date: 01/01/2016 Expiration Date: 12/31/2016

Executive Summary: This contract is for cleaning services at 1900 Center Avenue(Job Center) and 303 W Court St.

Contract Amount: \$51,207.00

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
Court St	\$5,808		3%
Job Center	\$45,399		3%

Contract # HSD\_2016\_0071 New Contract: Yes Amendment/Addendum: \_\_\_\_\_

E-Contract Location: Year: 2016 Program: Job Center Folder Name: ServiceMaster  
(If different from above)

Expenditure/ Revenue Account Numbers:

- 36-3702-0000-64604
- 36-3730-1000-62119

Contact Person: Tim Zuehlke Phone: 5152

Were Bids or Quotations Solicited? Yes RFP # 2014-06

Covered by State Contract? No State Contract # \_\_\_\_\_

Was a Resolution Required No Resolution # \_\_\_\_\_

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who? \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3707-0000-64604	PROGRAM EXPENSE				
36-3707-0000			12/31/2015	FOUNDATIONS COUNSELING CENTER	1,400.00
36-3707-0000		P1501354	12/31/2015	MOVING ON LLC	1,496.24
<b>CCS</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>
	48,735.00		14,035.43	0.00	2,896.24
					<b>Closing Balance</b>
					31,803.33

I have examined the preceding bills and encumbrances in the total amount of **\$2,896.24**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_



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2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3700-0000-62119	OTHER SERVICES				
36-3700-0000		P1500551	12/31/2015	KEALEY PHARMACY	63.90
36-3700-1326		P1500585	12/31/2015	TELLURIAN UCAN INC	860.16
36-3700-1326		P1500589	12/31/2015	HOPE HAVEN REBOS UNITED INC	616.00
36-3700-1331		P1500549	12/31/2015	JANESVILLE PSYCHIATRIC CLINIC	580.00
36-3700-1331		P1500554	12/31/2015	LUTHERAN SOCIAL SERVICES	2,077.50
36-3700-1331		P1500631	12/31/2015	CROSSROADS COUNSELING CENTER	150.00

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>AODA BLOCK GRANT</b>	401,663.00	351,280.96	107,807.55	4,347.56	(61,773.07)

36-3704-0000-62119	OTHER SERVICES				
36-3704-1331		P1500549	12/31/2015	JANESVILLE PSYCHIATRIC CLINIC	210.00
36-3704-1331		P1500554	12/31/2015	LUTHERAN SOCIAL SERVICES	867.50

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>IDP</b>	80,714.00	10,140.53	1,867.50	1,077.50	67,628.47

I have examined the preceding bills and encumbrances in the total amount of **\$5,425.06**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

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Rock County HSD

COMMITTEE APPROVAL REPORT

02/15/2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3707-0000-64604	PROGRAM EXPENSE					
36-3707-0000		P1600590	01/31/2016	CROSSROADS COUNSELING CENTER	892.50	
36-3707-0000		P1600614	01/31/2016	MOVING ON LLC	1,155.00	
36-3707-0000		P1600627	01/31/2016	ROCK VALLEY COMMUNITY PROGRAMS	525.00	
36-3707-0000		P1600676	01/31/2016	FOUNDATIONS COUNSELING CENTER	568.17	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CCS	139,500.00		0.00	0.00	3,140.67	136,359.33

I have examined the preceding bills and encumbrances in the total amount of **\$3,140.67**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

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2016

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3700-0000-62119	OTHER SERVICES				
36-3700-1326		P1600605	01/31/2016	HOPE HAVEN REBOS UNITED INC	3,234.00
36-3700-1326		P1600636	01/31/2016	TELLURIAN UCAN INC	12,615.68
36-3700-1331		P1600590	01/31/2016	CROSSROADS COUNSELING CENTER	112.50
36-3700-1331		P1600609	01/31/2016	LUTHERAN SOCIAL SERVICES	3,735.00
36-3700-1331		P1600627	01/31/2016	ROCK VALLEY COMMUNITY PROGRAMS	1,955.00
	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>
<b>AODA BLOCK GRANT</b>	396,066.00		0.00	24,667.13	21,652.18
					<b>Closing Balance</b>
					349,746.69
36-3704-0000-62119	OTHER SERVICES				
36-3704-1331		P1600590	01/31/2016	CROSSROADS COUNSELING CENTER	55.00
36-3704-1331		P1600609	01/31/2016	LUTHERAN SOCIAL SERVICES	1,225.00
36-3704-1331		P1600627	01/31/2016	ROCK VALLEY COMMUNITY PROGRAMS	220.00
	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>
<b>IDP</b>	115,303.00		0.00	1,499.97	1,500.00
					<b>Closing Balance</b>
					112,303.03

I have examined the preceding bills and encumbrances in the total amount of **\$23,152.18**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

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COMMITTEE APPROVAL REPORT

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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3602-0000-64926 36-3602-0000	BANK SERV.CHGS.		12/31/2015	ROCK COUNTY HUMAN SERVICES DEP	579.29	
<b>OVERHEAD</b>	Budget 9,900.00		YTD Exp 8,919.81	YTD Enc 0.00	Pending 579.29	Closing Balance 400.90

I have examined the preceding bills and encumbrances in the total amount of **\$579.29**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 Committee Chair \_\_\_\_\_

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05560206

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3603-0000-64908 36-3603-3015	CONTRIBUTIONS		02/15/2016	ROCK COUNTY HUMAN SERVICES DEP	300.00
<b>SPECIAL HSD</b>	Budget 8,000.00	YTD Exp (50.00)	YTD Enc 414.59	Pending 300.00	Closing Balance 7,335.41
36-3634-0000-64604 36-3634-1803	PROGRAM EXPENSE		02/15/2016	ROCK COUNTY HUMAN SERVICES DEP	400.00
<b>CPS</b>	Budget 133,185.00	YTD Exp 18,409.43	YTD Enc 51,389.19	Pending 400.00	Closing Balance 62,986.38
36-3646-0000-64604 36-3646-5016	PROGRAM EXPENSE		02/15/2016	ROCK COUNTY HUMAN SERVICES DEP	20.00
<b>JUVENILE JUSTICE</b>	Budget 5,000.00	YTD Exp 340.00	YTD Enc 564.00	Pending 20.00	Closing Balance 4,076.00
36-3696-0000-64604 36-3696-0000	PROGRAM EXPENSE		02/15/2016	ROCK COUNTY HUMAN SERVICES DEP	136.00
<b>TAP</b>	Budget 14,109.00	YTD Exp 240.00	YTD Enc 269.36	Pending 136.00	Closing Balance 13,463.64
36-3702-0000-62176 36-3702-0000	LABORATORY		02/15/2016	ROCK COUNTY HUMAN SERVICES DEP	20.00
<b>DRUG COURT</b>	Budget 47,500.00	YTD Exp 0.00	YTD Enc 0.00	Pending 20.00	Closing Balance 47,480.00
36-3702-0000-64604 36-3702-0000	PROGRAM EXPENSE		02/15/2016	ROCK COUNTY HUMAN SERVICES DEP	400.00
<b>DRUG COURT</b>	Budget 41,200.00	YTD Exp 2,778.54	YTD Enc 7,743.74	Pending 400.00	Closing Balance 30,277.72
36-3709-0000-64604 36-3709-0000	PROGRAM EXPENSE		02/15/2016	ROCK COUNTY HUMAN SERVICES DEP	264.00
<b>OWI COURT</b>	Budget 27,192.00	YTD Exp 0.00	YTD Enc 0.00	Pending 264.00	Closing Balance 26,928.00

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$1,540.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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

B. Bills under \$10,000 to be paid.

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

Date: Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

00001401 (2015)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3603-0000-64605	NON-REIMB EXP					
36-3603-0000			12/06/2015	GENZ,MELISSA	43.12	
36-3603-0000		P1504032	12/31/2015	MMPR	303.15	
<b>SPECIAL HSD</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	6,500.00		4,997.09	0.00	346.27	1,156.64
36-3610-0000-62119	OTHER SERVICES					
36-3610-5025		P1504035	12/31/2015	COMMUNITY COORDINATED CHILD CA	3,534.10	
<b>CHILD CARE</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	54,176.00		16,304.08	0.00	3,534.10	34,337.82
36-3634-0000-62503	INTERPRETER FEES					
36-3634-0000		P1500641	12/31/2015	SWITS LTD	3,852.00	
<b>CPS</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	25,500.00		37,628.75	3,852.00	3,852.00	(19,832.75)
36-3634-0000-64200	TRAINING EXP					
36-3634-0000		P1504028	12/13/2015	WISCONSIN CHILD WELFARE PROFES	40.00	
36-3634-0000		P1504029	12/13/2015	WISCONSIN CHILD WELFARE PROFES	40.00	
36-3634-0000		P1504030	12/13/2015	WISCONSIN CHILD WELFARE PROFES	40.00	
36-3634-0000		P1504031	12/13/2015	WISCONSIN CHILD WELFARE PROFES	120.00	
<b>CPS</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	17,691.00		18,208.24	0.00	240.00	(757.24)
36-3637-0000-62119	OTHER SERVICES					
36-3637-2016		P1504026	12/31/2015	MC COY PHD,SALLY	867.00	
<b>HOME VISITATION</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	210,924.00		317,542.62	0.00	867.00	(107,485.62)
36-3646-0000-62119	OTHER SERVICES					
36-3646-5014		P1500566	06/30/2015	ORION FAMILY SERVICES	2,250.00	
36-3646-5014		P1504005	12/31/2015	HOPE CHILD AND FAMILY COUNSELI	780.00	
<b>JUVENILE JUSTICE</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	185,613.00		212,132.50	3,683.50	3,030.00	(33,233.00)
36-3646-0000-64200	TRAINING EXP					
36-3646-0000		P1504028	12/13/2015	WISCONSIN CHILD WELFARE PROFES	20.00	
36-3646-0000		P1504029	12/13/2015	WISCONSIN CHILD WELFARE PROFES	20.00	
36-3646-0000		P1504030	12/13/2015	WISCONSIN CHILD WELFARE PROFES	20.00	
<b>JUVENILE JUSTICE</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	2,775.00		3,248.88	0.00	60.00	(533.88)
36-3658-0000-64604	PROGRAM EXPENSE					
36-3658-0000		P1504037	12/31/2015	HEALING HEARTS FAMILY COUNSELI	244.74	
<b>SED</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	1,000.00		0.00	0.00	244.74	755.26
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0004		P1500546	11/19/2015	HOMECARE PHARMACY LLC	192.92	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>CRISIS</b>	Budget 421,300.00		YTD Exp 251,882.88	YTD Enc 192.92	Pending 192.92	Closing Balance 169,031.48
36-3690-0000-62170 36-3690-0000	PHYSICIAN/OTHER	P1500670	12/02/2015	PSYCHOLOGY CLINIC INC,THE		1,155.00
<b>OUTPATIENT SER</b>	Budget 139,540.00		YTD Exp 153,914.50	YTD Enc 10,740.00	Pending 1,155.00	Closing Balance (26,269.50)
36-3694-0000-62119 36-3694-0000	OTHER SERVICES	P1504033	11/30/2015	COMMUNITY ACTION INC OF ROCK &		2,757.46
<b>AODA INNER CITY</b>	Budget 46,500.00		YTD Exp 43,742.54	YTD Enc 0.00	Pending 2,757.46	Closing Balance 0.00
36-3702-0000-64604 36-3702-0000	PROGRAM EXPENSE	P1500551	12/16/2015	KEALEY PHARMACY		67.95
<b>DRUG COURT</b>	Budget 31,223.00		YTD Exp 41,086.35	YTD Enc 67.95	Pending 67.95	Closing Balance (9,999.25)
36-3707-0000-64604 36-3707-0000	PROGRAM EXPENSE	P1500641	12/31/2015	SWITS LTD		1,558.00
<b>CCS</b>	Budget 48,735.00		YTD Exp 16,931.67	YTD Enc 1,558.00	Pending 1,558.00	Closing Balance 28,687.33
36-3730-0000-62119 36-3730-1000	OTHER SERVICES	P1504036	12/31/2015	SOUTHWEST WISCONSIN WORKFORCE		1,677.28
<b>JOB CENTER</b>	Budget 128,734.00		YTD Exp 64,530.23	YTD Enc 52.08	Pending 1,677.28	Closing Balance 62,474.41

I have examined the preceding bills and encumbrances in the total amount of **\$19,582.72**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 Committee Chair \_\_\_\_\_



05560207

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3602-0000-62119 36-3602-0000	OTHER SERVICES	P1600619	02/05/2016	OFFICE PRO INC	29.48
<b>OVERHEAD</b>	Budget 28,006.00	YTD Exp 91.69	YTD Enc 3,000.00	Pending 29.48	Closing Balance 24,884.83
36-3602-0000-63100 36-3602-0000 36-3602-0000 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1600619 P1601016 P1601079 P1601080	02/05/2016 01/22/2016 01/19/2016 01/27/2016	OFFICE PRO INC TIERNEY BROTHERS INC STAPLES ADVANTAGE STAPLES ADVANTAGE	440.54 19.00 386.98 155.93
<b>OVERHEAD</b>	Budget 85,177.00	YTD Exp 33.25	YTD Enc 473.73	Pending 1,002.45	Closing Balance 83,667.57
36-3602-0000-63200 36-3602-0000	PUBL/SUBCR/DUES	P1601093	02/03/2016	WISCONSIN COUNTY HUMAN SERVICE	2,000.00
<b>OVERHEAD</b>	Budget 4,229.00	YTD Exp 1,200.00	YTD Enc 0.00	Pending 2,000.00	Closing Balance 1,029.00
36-3603-0000-64605 36-3603-0000	NON-REIMB EXP	P1601029	02/04/2016	AMERICAN AWARDS AND PROMOTIONS	39.00
<b>SPECIAL HSD</b>	Budget 6,500.00	YTD Exp 12.26	YTD Enc 0.00	Pending 39.00	Closing Balance 6,448.74
36-3603-0000-64908 36-3603-3015 36-3603-3022	CONTRIBUTIONS	P1601081 P1600966	02/11/2016 02/01/2016	BROWN, ROSE M NASCO	309.00 105.59
<b>SPECIAL HSD</b>	Budget 8,000.00	YTD Exp 250.00	YTD Enc 0.00	Pending 414.59	Closing Balance 7,335.41
36-3634-0000-62119 36-3634-5014	OTHER SERVICES	P1601077	02/07/2016	ABA OF WISCONSIN LLC	675.00
<b>CPS</b>	Budget 110,485.00	YTD Exp 0.00	YTD Enc 20,000.00	Pending 675.00	Closing Balance 89,810.00
36-3634-0000-63300 36-3634-0000	TRAVEL		02/02/2016	DALLMAN, BRIANNA	49.68
<b>CPS</b>	Budget 213,500.00	YTD Exp 7,016.17	YTD Enc 0.00	Pending 49.68	Closing Balance 206,434.15
36-3634-0000-64200 36-3634-0000	TRAINING EXP	P1601026	02/04/2016	WISCONSIN JUVENILE COURT INTAK	120.00
<b>CPS</b>	Budget 19,611.00	YTD Exp 3,488.00	YTD Enc 0.00	Pending 120.00	Closing Balance 16,003.00
36-3634-0000-64604 36-3634-1803 36-3634-1803 36-3634-1803 36-3634-1814	PROGRAM EXPENSE	P1601017 P1601021 P1601075 P1600585	01/20/2016 01/14/2016 02/04/2016 01/21/2016	HOPE CHILD AND FAMILY COUNSELI VERLO MATTRESS FACTORY STATELINE FAMILY YMCA BELOIT DAILY NEWS	290.52 282.00 350.00 21.26

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3634-1814		P1600602	01/26/2016	GREGG INVESTIGATIONS INC	60.00	
36-3634-1814		P1601025	01/21/2016	ENTERPRISE NEWSPAPERS INC	33.25	
36-3634-1814		P1601073	02/04/2016	MURRAY, DANIEL P	170.00	
36-3634-1814		P1601076	01/19/2016	HILL, KRISTEN L	6.00	
36-3634-5000		P1600639	01/31/2016	WISCONSIN DEPARTMENT OF JUSTIC	216.50	
36-3634-5038		P1601069	02/11/2016	KWIK TRIP STORES	400.00	
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	133,185.00		18,809.43	49,695.51	1,829.53	62,850.53
36-3637-0000-62119	OTHER SERVICES					
36-3637-2016		P1601015	01/01/2016	PREVENT CHILD ABUSE AMERICA	1,550.00	
<b>HOME VISITATION</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	281,043.00		1,972.80	283,858.20	1,550.00	(6,338.00)
36-3637-0000-64604	PROGRAM EXPENSE					
36-3637-2016		P1601089	02/01/2016	ROCK WALWORTH COMPREHENSIVE FA	31.00	
<b>HOME VISITATION</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		0.00	0.00	31.00	(31.00)
36-3646-0000-62119	OTHER SERVICES					
36-3646-3041		P1600675	02/10/2016	COMMUNITY CARE PROGRAMS INC	595.00	
36-3646-5014		P1600675	02/10/2016	COMMUNITY CARE PROGRAMS INC	1,590.00	
36-3646-5014		P1601018	01/20/2016	HEALING HEARTS FAMILY COUNSELI	140.00	
36-3646-5014		P1601019	01/12/2016	HEALING HEARTS FAMILY COUNSELI	210.00	
36-3646-5014		P1601020	01/18/2016	HEALING HEARTS FAMILY COUNSELI	140.00	
36-3646-5019		P1600675	02/10/2016	COMMUNITY CARE PROGRAMS INC	770.32	
36-3646-5042		P1600676	01/31/2016	FOUNDATIONS COUNSELING CENTER	1,925.00	
36-3646-5042		P1601028	01/25/2016	HEALING HEARTS FAMILY COUNSELI	140.00	
36-3646-5042		P1601078	02/02/2016	CROSSROADS COUNSELING CENTER	1,010.00	
36-3646-5042		P1601082	01/28/2016	HEALING HEARTS FAMILY COUNSELI	280.00	
36-3646-5042		P1601083	02/03/2016	HEALING HEARTS FAMILY COUNSELI	984.98	
<b>JUVENILE JUSTICE</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	174,158.00		1,330.25	30,078.75	7,785.30	134,963.70
36-3646-0000-64604	PROGRAM EXPENSE					
36-3646-5017			02/10/2016	MINEAU, HOLLY	20.00	
36-3646-5017		P1601085	02/03/2016	VERLO MATTRESS FACTORY	564.00	
<b>JUVENILE JUSTICE</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00		360.00	0.00	584.00	4,056.00
36-3655-0000-64604	PROGRAM EXPENSE					
36-3655-0000		P1600639	01/31/2016	WISCONSIN DEPARTMENT OF JUSTIC	240.00	
<b>KINSHIP CARE</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00		0.00	0.00	240.00	1,760.00
36-3658-0000-64604	PROGRAM EXPENSE					
36-3658-0000			02/12/2016	BUTZ, JULIE	38.87	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>SED</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	2,400.00		0.00	0.00	38.87	2,361.13
36-3664-0000-61915	CERT/LIC/OTHER					
36-3664-0000		P1600618	02/02/2016	OCCUPATIONAL HEALTH CENTER		138.00
<b>YOUTH SERVICES</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	4,845.00		288.00	0.00	138.00	4,419.00
36-3664-0000-62400	R & M SERV					
36-3664-0000		P1600582	02/05/2016	BANDT COMMUNICATIONS INC		2,536.90
<b>YOUTH SERVICES</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	4,900.00		0.00	0.00	2,536.90	2,363.10
36-3664-0000-63400	OPERATING SUPPLI					
36-3664-0000			02/04/2016	JACKSON,MARY		10.00
36-3664-0000		P1600587	01/29/2016	BOB BARKER COMPANY INC		1,482.59
36-3664-0000		P1600629	02/09/2016	SENTRY FOOD STORE		4.08
36-3664-0000		P1601056	01/31/2016	HEDBERG PUBLIC LIBRARY		31.98
36-3664-0000		P1601057	01/25/2016	WISCONSIN DEPARTMENT OF JUSTIC		1,638.00
36-3664-5029		P1601030	02/04/2016	WILDWOOD THEATERS		1,200.00
36-3664-5029		P1601031	02/04/2016	SUBWAY SANDWICHES & SALADS		375.00
36-3664-5029		P1601032	02/04/2016	BLACKBRIDGE BOWL INC		600.00
36-3664-5029		P1601068	02/10/2016	HOMETOWN BUFFET INC		200.00
36-3664-5029		P1601094	02/11/2016	PAPA MURPHYS PIZZA		150.00
<b>YOUTH SERVICES</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	45,714.00		615.29	2,752.88	5,691.65	36,654.18
36-3666-0000-84200	TRAINING EXP					
36-3666-0000		P1601027	02/01/2016	UNIVERSITY OF WISCONSIN EXTENS		135.00
<b>LTS - ACS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	2,748.00		0.00	0.00	135.00	2,613.00
36-3671-0000-84604	PROGRAM EXPENSE					
36-3671-0000		P1601074	01/27/2016	YWCA ALTERNATIVES TO VIOLENCE		1,250.00
<b>ELDER ABUSE/NEG</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	40,400.00		0.00	0.00	1,250.00	39,150.00
36-3683-0000-64604	PROGRAM EXPENSE					
36-3683-0000		P1600597	02/01/2016	E AND D WATER WORKS INC		24.00
<b>ADRC</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	35,000.00		41.25	1,575.50	24.00	33,359.25
36-3689-0000-62119	OTHER SERVICES					
36-3689-0000		P1601072	02/03/2016	WOODLAND ENHANCED HEALTH SERVI		4,340.00
<b>CRISIS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,297,179.00		67,537.91	1,136,233.09	4,340.00	89,068.00
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0002		P1600613	01/29/2016	MOTEL 6		495.85

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3689-0002		P1600617	01/04/2016	NORTHERN TOWN MOTEL	120.00	
36-3689-0004		P1600646	01/26/2016	HEMOCARE PHARMACY LLC	45.58	
36-3689-1221		P1601088	02/11/2016	CUNNINGHAM,LORI D	1,246.00	
<b>CRISIS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	306,630.00		1,247.75	0.00	1,907.43	303,474.82
36-3690-0000-62119	OTHER SERVICES					
36-3690-0000		P1600578	01/31/2016	ADVANCED DISPOSAL SERVICES	22.44	
<b>OUTPATIENT SER</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	63,413.00		5,148.20	56,653.35	22.44	1,589.01
36-3690-0000-64200	TRAINING EXP					
36-3690-0000		P1601092	02/11/2016	WISCONSIN COUNCIL ON PROBLEM G	150.00	
36-3690-5033		P1601022	01/27/2016	WILGOCKI MS SC,JENNIFER	813.13	
<b>OUTPATIENT SER</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	4,278.00		6.58	0.00	963.13	3,308.29
36-3696-0000-64604	PROGRAM EXPENSE					
36-3696-0000		P1600684	02/10/2016	ABEL,NANCY J	120.00	
<b>TAP</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	14,109.00		376.00	269.36	120.00	13,343.64
36-3701-0000-64604	PROGRAM EXPENSE					
36-3701-0000			01/26/2016	WH ROCKVALE LLC	449.66	
36-3701-0000		P1600644	01/21/2016	KEALEY PHARMACY	2.44	
<b>JUSTICE&amp;MH COLLA</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		847.46	0.00	462.10	(1,299.56)
36-3702-0000-64604	PROGRAM EXPENSE					
36-3702-0000		P1600578	01/31/2016	ADVANCED DISPOSAL SERVICES	50.00	
36-3702-0000		P1600597	01/11/2016	E AND D WATER WORKS INC	46.00	
36-3702-0000		P1600644	01/19/2016	KEALEY PHARMACY	1,421.80	
<b>DRUG COURT</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	41,200.00		3,178.54	7,743.74	1,517.80	28,759.92
36-3706-0000-61915	CERT/LIC/OTHER					
36-3706-0000		P1601070	02/11/2016	DIVISION OF QUALITY ASSURANCE	1,100.00	
<b>CSP</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,358.00		0.00	0.00	1,100.00	258.00
36-3706-0000-62119	OTHER SERVICES					
36-3706-0000		P1600578	01/31/2016	ADVANCED DISPOSAL SERVICES	45.58	
<b>CSP</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	9,659.00		661.79	4,156.66	45.56	4,794.99
36-3730-0000-62400	R & M SERV					
36-3730-1000		P1600578	01/31/2016	ADVANCED DISPOSAL SERVICES	129.95	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
JOB CENTER	7,079.00		0.00	0.00	129.95	6,949.05

I have examined the preceding bills and encumbrances in the total amount of **\$36,762.86**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

36-3637-2016 (over \$10,000)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3637-0000-62119 36-3637-2016	OTHER SERVICES	P1504034	12/31/2015	CHILDRENS SERVICE SOCIETY OF W	19,831.00
<b>HOME VISITATION</b>	Budget 210,924.00	YTD Exp 298,578.62	YTD Enc 0.00	Pending 19,831.00	Closing Balance (107,485.62)

I have examined the preceding bills and encumbrances in the total amount of **\$19,831.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

*JLS*

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3638-0000-64604 36-3638-1722	PROGRAM EXPENSE		11/30/2015	FAMILY WORKS	790.28
<b>CPS SUB CARE</b>	Budget 3,453,206.00	YTD Exp 3,567,027.16	YTD Enc 7,308.38	Pending 790.28	Closing Balance (121,919.82)

I have examined the preceding bills and encumbrances in the total amount of **\$790.28**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1802			01/31/2016	OCONOMOWOC DEVELOPMENT	5,110.00	
36-3634-1803		P1600595	01/12/2016	DEWEYS SERVICE INC	27.71	
36-3634-1803		P1600620	01/12/2016	PICK N SAVE MEGA FOOD CENTER	50.00	
36-3634-5040		P1600630	01/19/2016	SHOPKO INC #130	22.95	
<b>CPS</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	133,185.00		13,198.77	51,389.19	5,210.66	63,386.38
36-3642-0000-64604	PROGRAM EXPENSE					
36-3642-0000			01/31/2016	GENESIS COUNSELING SERVICES LT	560.00	
36-3642-0000			01/31/2016	COMMUNITY CARE PROGRAMS INC	300.00	
<b>REUN SUPPORT</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	139,469.00		147.43	0.00	860.00	138,461.57

I have examined the preceding bills and encumbrances in the total amount of **\$6,070.66**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

Deart 2/17



RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve  
INITIATED BY



Melissa Meboe  
DRAFTED BY

Human Service Board  
SUBMITTED BY

February 17, 2016  
DATE DRAFTED

**To Recognize Stephen Drew**

1 **WHEREAS**, Stephen "Skip" Drew has served the citizens of Rock County for over twenty six (26)  
2 years as a dedicated and valued employee of Rock County; and,

3  
4 **WHEREAS**, Skip began his career on October 24, 1989 as a part time psychiatric technician in the  
5 Rock County Psychiatric Hospital. While working in this program, Mr. Drew worked directly with  
6 individuals hospitalized or placed in detox during a mental health or substance abuse emergency, and  
7 after eleven (11) years in that role, on June 30, 2000, Skip expanded his role by becoming a pool crisis  
8 worker and eventually a full time crisis worker in 2001; and,

9  
10 **WHEREAS**, Skip continued as a Crisis Worker until 2012, working closely with community partners;  
11 police, hospital staff, natural supports and individuals themselves, providing emergency mental health  
12 assessments and working to find the least restrictive way to provide for the safety of the individuals  
13 while also linking to appropriate resources; and,

14  
15 **WHEREAS**, in February, 2012, Mr. Drew shifted focus once again when he accepted a full time  
16 position in the crisis unit as a psychiatric technician. In this role he was able to use his many years of  
17 expertise to assist in the daily needs to problem solve needs in the community to assist the unit in  
18 functioning effectively, and assuring all requests for community response could be addressed. He  
19 provided direct phone support to thousands of Rock County residents and assisted community partners  
20 by providing consultation, educating on mental health law, and problem solving situations that were  
21 crisis related; and,

22  
23 **WHEREAS**, Skip Drew has an open ear and willingness to talk to and support individuals in crisis,  
24 and Skip's compassion for others sets him apart as a staff member, and his knowledge of Rock County  
25 resources made him an asset to the community. He leaves behind a legacy of a sincere willingness to  
26 help anyone in need, unconditional positive regard for others and a remarkable ability to immediately  
27 see the value in everyone with whom he has contact; and,

28  
29 **WHEREAS**, Mr. Drew will retire from Rock County Department of Human Services on March 2,  
30 2016; and,

31  
32 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes  
33 to recognize Skip Drew for his achievements and significant contributions to the citizens of Rock  
34 County and his long and faithful service.

35  
36 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
37 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2016, does hereby recognize Skip Drew for his 26 years of  
38 service and extend best wishes to him in his future adventures; and,

39  
40 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish a copy of  
41 this resolution to Skip Drew.

**To Recognize Stephen Drew**

Page 2

**ROCK COUNTY HUMAN SERVICES BOARD**

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Brian Knudson, Chair

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Sally Jean Weaver-Landers, Vice Chair

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Terry Fell

---

Linda Garrett

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William Grahn

---

Ashley Kleven

---

Kathy Schulz

---

Terry Thomas

---

Shirley Williams

**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

**ROCK COUNTY HUMAN SERVICES DEPARTMENT**  
**DIRECTOR'S REPORT**  
Wednesday, February 24, 2016

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**HSD MANAGEMENT TEAM MEETING – February 16, 2016**

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Family Care**
- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Thank you from Chair Knudson**
- **Missing Position Descriptions**
- **Announcement**

INFORMATION ITEMS

HSD Board Agenda

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