



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**  
**Monday, December 22, 2014 – 4:30 p.m.**

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

**AGENDA**

**Monday Meeting**

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of December 10, 2014 \*
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. Report on Trauma Informed Care Initiative – Ms. O'Connor, Ms. Finkbiner
9. Resolution to Recognize Chris Stiegman's Retirement – Mr. Boutwell
10. Director's Report\*
11. Next Meeting: **Wednesday, January 14, 2015 at 4:30 p.m. at Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, in Janesville, Wisconsin.**
12. 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: 11/25/14

Contract with: 3M Electronic Monitoring, Inc.

Contract Start Date: 01/01/15 Expiration Date: 12/31/16

Executive Summary: This contract with 3M Electronic Monitoring is for active and passive electronic monitoring of juvenile offenders who are on supervision. This contract will be a two year contract with the option of one year renewals. Pursuant to RFP 2015-06.

Contract Amount: \_\_\_\_\_

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
Standard RF Monitoring System - Landline	\$2.10	Day	2%
Home Curfew RF Monitoring System - Cellular	\$3.50	Day	New
Active One-Piece GPS Monitoring	\$4.25	Day	New
Active XT Two-Piece GPS Monitoring	\$4.60	Day	New

Contract # HSD\_2015\_0070      New Contract: Yes      Amendment/Addendum: No

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

Expenditure/ Revenue Account Numbers:

36-3646-0000-62119 JJS Other Contracted Services

Contact Person: Sara Mooren      Phone: x 8431

Were Bids or Quotations Solicited? Yes      RFP # 2015-06

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? \_\_\_\_\_

# Rock County Human Services Contract Review Cover Sheet

Date: 12/02/14

Contract with: City of Beloit

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

Executive Summary: This contract is with the City of Beloit and other members of the Beloit-Janesville Express (BJE) consortium for the BJE bus service. The contract authorizes payment for Rock County's 2015 share of the cost of the Beloit portion of the BJE. The service includes regular trips to the Job Center, including service from the Beloit and Janesville Transfer Centers and the County Institutions at highways 14 and 51.

Contract Amount: \$26,146.15 total  
\$18,417.59 = RCHSD Share  
\$6,728.56 = Courthouse Share

Service                      Rate                      Unit                      Change From Prior Year

Contract # HSD 2015\_0064                      New Contract: Yes                      Amendment/Addendum: No

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

Expenditure/ Revenue Account Numbers:  
36-3604-0000-62119                      HSD Portion  
19-1940-0000-62119                      (Courthouse Portion)

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? \_\_\_\_\_

121014

# Rock County Human Services Contract Review Cover Sheet

Date: 12/3/14

Contract with: Janesville Mobilizing 4 Change

Contract Start Date: 1/1/15 Expiration Date: 12/31/15

Executive Summary: This contract with Janesville Mobilizing 4 Change is for the provision of the Substance Abuse Prevention and Treatment Block Grant. The SAPT Block Grant provides funding to be expended to prevention programs which discourages substance abuse. This contract is funded 100% with State SAPT Block Grant Dollars.

Contract Amount: \$56,785

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
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Contract # HSD\_2015\_0057 New Contract: Yes Amendment/Addendum: No

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

Expenditure/ Revenue Account Numbers:

36-3641-2570-64604 Brighter Futures AODA Prevention Program Expense  
36-3700-0000-62119 AODA Block Grant Other Contracted Services

Contact Person: Sara Mooren Phone: x 8431

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? \_\_\_\_\_

03/10A

12/11/14

# Rock County Human Services Contract Review Cover Sheet

Date: December 11, 2014

Contract with: Jeffrey Marcus, M.D.

Contract Start Date: 1/1/15 Expiration Date: 12/31/15

Executive Summary: Dr. Marcus will provide court-ordered psychiatric evaluations of Rock County clients when there is a question related to the need to possibly extend a client's commitment to a mental health facility and/or when a medical doctor's orders are necessary to determine the course of treatment at these facilities.

Contract Amount: \$ Rate x Number of approved clients

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
Psychiatric services	\$140	Hour	16.67%

Contract # HSD-2015-0104 New Contract: Yes Amendment/Addendum: \_\_\_\_\_

E-Contract Location: Year: 2015 Program: MED Folder Name: Marcus  
(If different from above)

Expenditure/ Revenue Account Numbers: 36-3690-0000-62170

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: December 11, 2014

Contract with: U.S. Security Associates, Inc.

Contract Start Date: 1/1/2015 Expiration Date: 12/31/2017

Executive Summary: U.S. Security Associates, Inc. was awarded the contract for security services in response to RFP # 2015-04. They will provide security services for all HSD property and staff at the main complex on Highway F. The scope of security services provided to the HSD shall include: general security, transports of clients and emergency responses. Services will be provided 224 hours per week, with one security guard working at all times (24/7) and one additional guard scheduled each day, between the hours of 4:00 p.m. and 12:00 midnight, Sunday through Thursday and from 6:00 p.m. and 2:00 a.m. Friday and Saturdays. This agreement includes the option to renew the contract for two additional one-year periods, based on HSD satisfaction of services.

Contract Amount: rate x number of approved hours

	Regular Rate	Holiday Rate
January 1, 2015 – December 31, 2015:	\$14.21	\$20.60
January 1, 2016 – December 31, 2016:	\$14.21	\$20.60
January 1, 2017 – December 31, 2017:	\$14.21	\$20.60
<i>Option Year 1</i> January 1, 2018 – December 31, 2018:	\$14.64	\$21.22
<i>Option Year 2</i> January 1, 2019 – December 31, 2019:	\$15.08	\$21.86

Contract # HSD\_2015\_0039 New Contract: Yes Amendment/Addendum: No

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

Expenditure/ Revenue Account Numbers:

- 36-3686-0000-62112 Detox Services - Security
- 36-3689-0000-62112 Crisis - Security

Contact Person: Sara Mooren Phone: x8431

Were Bids or Quotations Solicited? Yes RFP # 2015-04

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 Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR      Date 12/16/14  
Requested By Human Services Department  
Department

Transfer No. 14-123  
Charmian Klyve  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 36-3654-0000-64604 Description: Sub Care - Program Expense Current Balance: \$642,830	\$30,000	Account #: 36-3634-0000-62119 Description: CYF - Other Contracted Service	\$30,000
Account #: 36-3666-0000-64604 Description: LTS Program Expense Current Balance: \$53,613	\$1,500	Account #: 36-3666-0000-64200 Description: LTS Training	\$1,500
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

Substitute Care - ongoing JJ out of home care placements are trending under budget. This can vary significantly from year to year depending on the need for children to be placed outside of the home.  
LTS Program Expense - funds are used for clients that are not waiver eligible. We are anticipating being slightly under budget for 2014.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

CYF - Other Contracted Services -these funds are used to provide services to support families to help keep children in their homes, or reunify children that have been removed. The need for services has been higher than anticipated.  
LTS Training - there were additional training needs this year above what was budgeted including a training on Social Worker Ethics and Boundaries for all LTS staff.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *SC 12-17-14*

**ADMINISTRATIVE NOTE:**

Recommended. *AK 12-17-14*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

**COMMITTEE APPROVAL REPORT**

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3602-0000-88010	EXP.ALLOCATIONS					
ENC 36-3602-0000		R1500538	01/01/2015	PACKAGE PRO EXPRESS DELIVERY I	35,400.00	
ENC 36-3602-0000		R1500596	01/01/2015	JP MORGAN CHASE BANK NA	100,000.00	
<b>OVERHEAD</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		0.00	0.00	135,400.00	(135,400.00)
36-3605-0000-62119	OTHER SERVICES					
ENC 36-3605-0000		R1500538	01/01/2015	LANGUAGE LINE SERVICES	17,000.00	
<b>IM CONSORTIUM</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	3,060,680.00		0.00	0.00	17,000.00	3,043,680.00
36-3656-0000-62119	OTHER SERVICES					
ENC 36-3656-0000		R1500535	01/01/2015	EXCHANGE FAMILY RESOURCE CENTE	52,505.00	
<b>COMM INTERV PRGM</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	53,956.00		0.00	0.00	52,505.00	1,451.00
36-3664-0000-63400	OPERATING SUPPLI					
ENC 36-3664-0000		R1500521	01/01/2015	AMAZON.COM	37.80	
<b>YOUTH SERVICES</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	40,759.00		0.00	1,560.00	37.80	39,161.20

I have examined the preceding bills and encumbrances in the total amount of **\$204,942.80**

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 \_\_\_\_\_



05541211

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3603-0000-64605 36-3603-0000	NON-REIMB EXP		12/15/2014	ROCK COUNTY HUMAN SERVICES DEP	400.00	
<b>SPECIAL HSD</b>	Budget 6,993.00		YTD Exp 3,841.39	YTD Enc 0.00	Pending 400.00	Closing Balance 2,751.61
36-3603-0000-64908 36-3603-3009	CONTRIBUTIONS		12/15/2014	ROCK COUNTY HUMAN SERVICES DEP	374.00	
<b>SPECIAL HSD</b>	Budget 8,000.00		YTD Exp 7,187.12	YTD Enc 0.00	Pending 374.00	Closing Balance 438.88
36-3703-0000-64604 36-3703-2015	PROGRAM EXPENSE		12/15/2014	ROCK COUNTY HUMAN SERVICES DEP	250.00	
<b>IDP ENHAN GRANT</b>	Budget 5,205.00		YTD Exp 9,273.09	YTD Enc 0.00	Pending 250.00	Closing Balance (4,318.09)

250.00  
transfer approved

I have examined the preceding bills and encumbrances in the total amount of **\$1,024.00**

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 \_\_\_\_\_

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0AD41101

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3700-0000-62119	OTHER SERVICES					
36-3700-1326		P1402721	11/30/2014	TELLURIAN UCAN INC	15,680.00	
36-3700-1326		P1403894	11/30/2014	HOPE HAVEN REBOS UNITED INC	1,078.00	
36-3700-1331		P1402717	11/30/2014	JANESVILLE PSYCHIATRIC CLINIC	3,740.00	
36-3700-1331		P1402718	11/30/2014	LUTHERAN SOCIAL SERVICES	770.00	
36-3700-1331		P1402719	11/30/2014	CROSSROADS COUNSELING CENTER	75.00	
<b>AODA BLOCK GRANT</b>	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
	276,508.00		216,045.43	24,828.44	21,343.00	14,291.13

36-3704-0000-62119	OTHER SERVICES					
36-3704-1326		P1402721	11/30/2014	TELLURIAN UCAN INC	24,920.00	
36-3704-1326		P1403894	11/30/2014	HOPE HAVEN REBOS UNITED INC	4,312.00	
36-3704-1331		P1402717	11/30/2014	JANESVILLE PSYCHIATRIC CLINIC	1,085.00	
36-3704-1331		P1402718	11/30/2014	LUTHERAN SOCIAL SERVICES	511.75	
36-3704-1331		P1402719	11/30/2014	CROSSROADS COUNSELING CENTER	460.00	
36-3704-1331		P1402822	11/30/2014	BELOIT MEMORIAL HOSPITAL	75.00	
	<b>Budget</b>		<b>YTD Exp</b>	<b>YTD Enc</b>	<b>Pending</b>	<b>Closing Balance</b>
<b>IDP</b>	161,655.00		55,262.04	31,363.73	31,363.75	43,665.48

I have examined the preceding bills and encumbrances in the total amount of **\$52,706.75**  
 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 \_\_\_\_\_

OSS41209

Rock County HSD

COMMITTEE APPROVAL REPORT

12/16/2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3600-0000-64201 36-3600-0000	CONVENTION EXP		12/09/2014	SINGER,PATRICK	350.82
<b>AGENCY MGT &amp; SUP</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,680.00	3,348.46	0.00	350.82	2,980.72
36-3602-0000-62119 36-3602-0000 36-3602-0000	OTHER SERVICES	P1400648 P1403874	11/21/2014 11/30/2014	OFFICE PRO PACKAGE PRO EXPRESS DELIVERY I	70.51 2,423.37
<b>OVERHEAD</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,249.00	21,289.93	613.46	2,493.88	6,851.73
36-3602-0000-63100 36-3602-0000 36-3602-0000 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1400629 P1400646 P1401417 P1402888	11/21/2014 11/30/2014 11/13/2014 09/30/2014	E AND D WATER WORKS INC WISCONSIN DEPARTMENT OF JUSTIC MOORE MEDICAL CORP STORAGE SYSTEMS MIDWEST INC	23.00 164.50 400.34 36.22
<b>OVERHEAD</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	106,080.00	83,533.25	4,699.58	624.06	17,223.11
36-3602-0000-63101 36-3602-0000	POSTAGE	P1403880	12/11/2014	UNITED STATES POSTAL SERVICE	278.00
<b>OVERHEAD</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,000.00	28,498.70	16,000.00	278.00	1,223.30
36-3602-0000-63200 36-3602-0000	PUBL/SUBCR/DUES	P1403709	11/21/2014	AHIMA	185.00
<b>OVERHEAD</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,002.00	2,020.22	210.90	185.00	585.88
36-3602-0000-67161 36-3602-0000	CA \$5,000/MORE	P1403640	11/28/2014	RHYME BUSINESS PRODUCTS	6,386.00
<b>OVERHEAD</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,386.00	0.00	0.00	6,386.00	0.00
36-3603-0000-64605 36-3603-0000 36-3603-0000 36-3603-0000	NON-REIMB EXP		12/08/2014 12/10/2014 12/08/2014	DONAHUE,MARY KLYVE,CHARMIAN EVANS,ALISA	119.87 47.38 262.59
<b>SPECIAL HSD</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,993.00	3,411.55	0.00	429.84	3,151.61
36-3604-0000-64604 36-3604-0000	PROGRAM EXPENSE		12/10/2014	CARLSON,JAN	12.66
<b>ECONOMIC SUPPORT</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,651.00	3,795.75	0.00	12.66	5,842.59
36-3605-0000-62119 36-3605-0000	OTHER SERVICES	P1403873	11/30/2014	LANGUAGE LINE SERVICES	2,418.96

COMMITTEE: SS - HUMAN SERVICES

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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>IM CONSORTIUM</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		3,972,153.00	2,253,934.23	5,838.50	2,418.96	1,709,961.31
36-3610-0000-62119	OTHER SERVICES					
36-3610-0000		P1403875	11/01/2014	O BRIEN AND ASSOCIATES INC		2,100.00
<b>CHILD CARE</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		49,580.00	6,774.02	136.00	2,100.00	40,569.98
36-3634-0000-62119	OTHER SERVICES					
36-3634-0000		P1403885	11/14/2014	HOPE CHILD AND FAMILY COUNSELI		2,105.40
36-3634-5014		P1400643	12/08/2014	OREGON MENTAL HEALTH SERVICES		655.50
36-3634-5014		P1403882	12/01/2014	CHILDRENS THERAPY NETWORK		140.00
36-3634-5014		P1403883	12/01/2014	SAINTA INC		385.00
36-3634-5015		P1400641	10/31/2014	ORION FAMILY SERVICES		3,108.75
<b>CPS</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		102,400.00	109,639.03	3,804.25	6,394.65	(17,437.93)
36-3634-0000-62503	INTERPRETER FEES					
36-3634-0000		P1400645	12/05/2014	SWITS LTD		40.00
<b>CPS</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		3,000.00	2,310.00	40.00	40.00	610.00
36-3634-0000-64200	TRAINING EXP					
36-3634-0000		P1403628	11/13/2014	UNIVERSITY OF WISCONSIN MADISO		100.00
<b>CPS</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		17,736.00	10,922.86	3,920.00	100.00	2,793.34
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1803		P1400648	11/30/2014	WISCONSIN DEPARTMENT OF JUSTIC		56.00
36-3634-1814		P1400665	11/30/2014	BELOIT DAILY NEWS		16.88
36-3634-5000		P1400646	11/30/2014	WISCONSIN DEPARTMENT OF JUSTIC		225.50
<b>CPS</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		105,922.00	81,099.42	6,494.37	298.38	18,029.83
36-3636-0000-64604	PROGRAM EXPENSE					
36-3636-0000		P1400666	11/11/2014	MENARDS		19.88
36-3636-0000		P1400670	11/25/2014	SHOPKO INC #130		366.04
<b>INDEPEND LIVING</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		7,969.00	2,076.25	736.80	385.92	4,770.03
36-3638-0000-64604	PROGRAM EXPENSE					
36-3638-2900		P1403879	11/20/2014	LAD LAKE		179.18
36-3638-2900		P1403884	11/20/2014	EAU CLAIRE ACADEMY		390.60
<b>CPS SUB CARE</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		3,716,746.00	3,531,428.92	(0.00)	569.78	184,747.30
36-3646-0000-62176	LABORATORY					
36-3646-0000		P1400626	11/30/2014	REDWOOD TOXICOLOGY LABORATORY		1,169.13

*transfer coming*

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>JUVENILE JUSTICE</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		7,000.00	4,138.28	1,169.13	1,169.13	523.48
36-3646-0000-64604	PROGRAM EXPENSE					
36-3646-5016		P1400666	11/11/2014	MENARDS		115.76
<b>JUVENILE JUSTICE</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		8,450.00	6,034.77	151.76	115.76	2,147.71
36-3655-0000-64604	PROGRAM EXPENSE					
36-3655-0000		P1400646	11/30/2014	WISCONSIN DEPARTMENT OF JUSTIC		189.00
<b>KINSHIP CARE</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,000.00	1,788.00	189.00	189.00	(166.00)
36-3664-0000-61915	CERT/LIC/OTHER					
36-3664-0000		P1400723	11/27/2014	DEAN HEALTH SYSTEMS		386.00
<b>YOUTH SERVICES</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,850.00	2,113.00	476.00	386.00	(125.00)
36-3664-0000-62119	OTHER SERVICES					
36-3664-0000		P1402637	11/28/2014	INTERIM HEALTHCARE OF WISCONSI		2,241.00
<b>YOUTH SERVICES</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		35,000.00	39,766.25	2,241.00	2,241.00	(9,248.25)
36-3664-0000-63400	OPERATING SUPPLI					
36-3664-0000		P1403850	11/26/2014	JANESVILLE POLICE DEPARTMENT		53.00
36-3664-0000		P1403863	11/29/2014	CHARTER BUSINESS NETWORKS		141.91
36-3664-5029		P1403864	12/10/2014	HOMETOWN BUFFET		200.00
36-3664-5029		P1403865	12/10/2014	COLDSTONE CREAMERY		300.00
36-3664-5029		P1403866	12/10/2014	BLACKBRIDGE BOWL INC		600.00
<b>YOUTH SERVICES</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		42,080.00	33,866.92	1,019.26	1,294.91	5,898.91
36-3664-0000-67161	CA \$5,000/MORE					
36-3664-0000		P1403639	11/28/2014	RHYME BUSINESS PRODUCTS		6,386.00
<b>YOUTH SERVICES</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		6,386.00	0.00	0.00	6,386.00	0.00
36-3666-0000-64200	TRAINING EXP					
36-3666-0000		P1403821	12/04/2014	DD NETWORK INC		595.00
<b>LTS - ACS</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,505.00	2,559.09	455.00	595.00	(1,104.09)
36-3686-0000-62119	OTHER SERVICES					
36-3686-0000		P1400649	10/31/2014	GENESIS BEHAVIORAL SERVICES IN		6,061.00
<b>DETOX SERVICES</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		237,108.00	227,205.00	6,061.00	6,061.00	(2,219.00)
36-3689-0000-64604	PROGRAM EXPENSE					

*transfer approved*

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3689-0000		P1400657	12/02/2014	JANESVILLE TRANSIT SYSTEM	105.00
36-3689-0000		P1403719	11/24/2014	ALCOPRO	81.00
36-3689-0000		P1403881	12/02/2014	ROCK MED LTC PHARMACY	71.74
36-3689-0002			11/25/2014	TURNER, STEWART	450.00
36-3689-0002		P1400968	11/20/2014	NORTHERN TOWN MOTEL	215.00
36-3689-0002		P1400971	11/17/2014	SRB PROPERTY MANAGEMENT LLC	150.00
36-3689-0004		P1400965	11/25/2014	HOMECARE PHARMACY LLC	113.17
36-3689-0004		P1400973	11/17/2014	KEALEY PHARMACY	349.15
36-3689-1221		P1403202	12/10/2014	ABILITIES INC	2,189.00
36-3689-1221		P1403876	12/11/2014	CUNNINGHAM, LORI D	1,471.50

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>CRISIS</b>	306,325.00	289,746.10	3,121.32	5,195.56	8,262.02

36-3690-0000-62119	OTHER SERVICES				
36-3690-0000		P1400635	12/01/2014	CLIENTTELL INC	100.00
36-3690-0000		P1400652	12/05/2014	SAFEGWAY PEST CONTROL	11.55

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>OUTPATIENT SER</b>	65,966.00	64,586.62	1,107.70	111.55	160.13

36-3690-0000-62170	PHYSICIAN/OTHER				
36-3690-0000		P1400653	11/08/2014	PSYCHOLOGY CLINIC INC, THE	825.00
36-3690-0000		P1400655	10/25/2014	MARCUS, JEFFREY A	2,940.00

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>OUTPATIENT SER</b>	145,620.00	164,704.41	3,765.00	3,765.00	(26,614.41)

*transfer approved*

36-3694-0000-62119	OTHER SERVICES				
36-3694-0000		P1403878	10/31/2014	COMMUNITY ACTION INC OF ROCK &	9,234.89

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>AODA INNER CITY</b>	46,500.00	18,963.66	0.00	9,234.89	18,301.45

36-3700-0000-62119	OTHER SERVICES				
36-3700-0000		P1403616	11/14/2014	HAZELDEN PUBLISHING	1,062.51

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>AODA BLOCK GRANT</b>	276,508.00	236,325.92	23,835.44	1,062.51	15,284.13

36-3701-0000-64604	PROGRAM EXPENSE				
36-3701-0000		P1400973	11/04/2014	KEALEY PHARMACY	752.80

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>JUSTICE&amp;MH COLLA</b>	0.00	4,715.17	2,681.03	752.80	(8,149.00)

36-3706-0000-62119	OTHER SERVICES				
36-3706-0000		P1400652	12/05/2014	SAFEGWAY PEST CONTROL	23.45

	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>CSP</b>	13,121.00	9,622.86	1,768.27	23.45	1,706.42

36-3730-0000-62119	OTHER SERVICES				
36-3730-0000		P1400652	12/05/2014	SAFEGWAY PEST CONTROL	38.00
36-3730-0000		P1403872	12/02/2014	TEUBERT ENTERPRISES LLC	850.00

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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>JOB CENTER</b>	Budget 100,738.00		YTD Exp 74,358.41	YTD Enc 26,403.59	Pending 888.00	Closing Balance (912.00)
36-3730-0000-62400 36-3730-0000	R & M SERV	P1400666	12/09/2014	MENARDS		23.99
<b>JOB CENTER</b>	Budget 69,140.00		YTD Exp 51,892.31	YTD Enc 35.79	Pending 23.99	Closing Balance 17,187.91

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 **\$62,563.50**

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 \_\_\_\_\_



OSS41208 (over \$10,000)

Rock County HSD

COMMITTEE APPROVAL REPORT

12/12/2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3698-0000-62119 36-3698-2015	OTHER SERVICES	P1403877	10/31/2014	COMMUNITY ACTION INC OF ROCK &	11,616.97
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
<b>EXPANDED AODA</b>	472,360.00	16,608.04	0.00	11,616.97	444,134.99

I have examined the preceding bills and encumbrances in the total amount of **\$11,616.97**  
 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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OSS 41207 (over \$10,000)

Rock County HSD

COMMITTEE APPROVAL REPORT

12/12/2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3634-0000-62119 36-3634-5014	OTHER SERVICES	P1400636	11/30/2014	COMMUNITY CARE PROGRAMS INC	1,725.00
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending
	102,400.00		107,874.03	26,188.61	1,725.00
					<i>transfer coming</i> Closing Balance (33,387.64)
36-3641-0000-64604 36-3641-5014	PROGRAM EXPENSE	P1400636	11/30/2014	COMMUNITY CARE PROGRAMS INC	1,550.00
<b>BRIGHTER FUTURES</b>	Budget		YTD Exp	YTD Enc	Pending
	297,969.00		270,157.31	33,055.38	1,550.00
					Closing Balance (6,793.69)
36-3646-0000-62119 36-3646-3041 36-3646-5018 36-3646-5019	OTHER SERVICES	P1400636 P1400636 P1400636	11/30/2014 11/30/2014 11/30/2014	COMMUNITY CARE PROGRAMS INC COMMUNITY CARE PROGRAMS INC COMMUNITY CARE PROGRAMS INC	2,700.00 1,500.00 3,100.00
<b>JUVENILE JUSTICE</b>	Budget		YTD Exp	YTD Enc	Pending
	176,741.00		204,927.32	11,994.89	7,300.00
					<i>transfer approved</i> Closing Balance (47,481.21)

I have examined the preceding bills and encumbrances in the total amount of **\$10,575.00**

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 \_\_\_\_\_

### COMMITTEE APPROVAL REPORT

12/16/2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
00-0000-0000-25233	HUM SER SUB CARE		12/01/2014	SOCIAL SECURITY ADMINISTRATION	699.22	
00-0000-0010			12/01/2014	SOCIAL SECURITY ADMINISTRATION	179.77	
00-0000-0010						
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		(5,215.75)	0.00	878.99	4,336.76

I have examined the preceding bills and encumbrances in the total amount of **\$878.99**  
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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3634-0000-62119 36-3634-5014	OTHER SERVICES	P1400972	12/01/2014	DAVIS CITGO SERVICE INC	40.00 <i>transfer coming</i>
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending
	102,400.00		115,993.68	3,804.25	40.00
					Closing Balance (17,437.93)
36-3634-0000-64604 36-3634-1724 36-3634-1801 36-3634-1802 36-3634-1803 36-3634-1803	PROGRAM EXPENSE		12/01/2014 12/01/2014 12/01/2014 12/01/2014 12/01/2014	LUBKE, KATIE J BEGINNINGS GROUP HOME BEGINNINGS GROUP HOME NORTHERN TOWN MOTEL DAVIS CITGO SERVICE INC	150.00 2,250.00 2,250.00 440.00 140.00
<b>CPS</b>	Budget		YTD Exp	YTD Enc	Pending
	105,922.00		76,167.80	6,494.37	5,230.00
					Closing Balance 18,029.83
36-3646-0000-62119 36-3646-5015	OTHER SERVICES	P1400972	12/01/2014	DAVIS CITGO SERVICE INC	50.00 <i>transfer approved</i>
<b>JUVENILE JUSTICE</b>	Budget		YTD Exp	YTD Enc	Pending
	176,741.00		212,227.32	19,516.31	50.00
					Closing Balance (55,052.63)
36-3646-0000-64604 36-3646-5017	PROGRAM EXPENSE	P1400972	12/01/2014	DAVIS CITGO SERVICE INC	36.00
<b>JUVENILE JUSTICE</b>	Budget		YTD Exp	YTD Enc	Pending
	8,450.00		6,114.53	151.76	36.00
					Closing Balance 2,147.71

I have examined the preceding bills and encumbrances in the total amount of **\$5,356.00**. 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 \_\_\_\_\_

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve  
INITIATED BY

Phil Boutwell  
DRAFTED BY

Human Service Board  
SUBMITTED BY

December 17, 2014  
DATE DRAFTED



**To Recognize Christine Stiegman**

- 1 **WHEREAS**, Christine Stiegman has served the citizens of Rock County for nearly 35 years
- 2 as a dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Christine Stiegman began her career with the county in February, 1980 with
- 5 Rock County Social Services as a Clerk Typist III; and,
- 6
- 7 **WHEREAS**, in September 1983 she accepted a position as an Income Maintenance worker
- 8 for the Human Services Department, and has diligently worked in the Economic Support
- 9 Division until her retirement on January 6, 2015; and,
- 10
- 11 **WHEREAS**, Christine Stiegman has proven herself to be compassionate, caring, and
- 12 committed to the Economic Support Division, always advocating for Economic Support
- 13 program participants, and being highly knowledgeable of all the Economic Support programs;
- 14 and,
- 15
- 16 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
- 17 County, wishes to commend Christine Stiegman for her achievements and long and faithful
- 18 service to the Human Services Department and citizens of Rock County.
- 19
- 20 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
- 21 duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015, does hereby recognize Christine Stiegman
- 22 for nearly 35 years of service and extend best wishes to her in her future endeavors; and
- 23
- 24 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish
- 25 a copy of this resolution to Christine Stiegman.

Respectfully Submitted,

Rock County Human Services Board

\_\_\_\_\_  
Brian Knudson, Chair

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

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

\_\_\_\_\_  
Kathy Schulz

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

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

\_\_\_\_\_  
Linda Garrett

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

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

**COUNTY BOARD STAFF COMMITTEE**

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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, December 22, 2014**

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**HSD MANAGEMENT TEAM MEETING – December 16, 2014**

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **2015 Goals**
- **Cell Phones**
- **Bed Bug Policy**
- **Tracking Staff Changes**
- **305 W. Court Street**

INFORMATION ITEMS

**HSD Board Agenda**

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