



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, August 26, 2015 – 4:30 p.m.

Rock County Health Care Center, 3rd Floor Conference Room, Janesville

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of August 12, 2015 *
4. Citizen Participation
5. Submission of Committee Requests
6. Approval of Contracts, Transfers, and/or Encumbrance – Ms. Mooren
7. Approval of Bills * – Mr. Zuehlke
8. Introduction of and Comments by Human Resources Director - Ms. Mikula
9. Presentation of CASA Program – Ms. Churchill
10. Director's Report *
11. Next Meeting: Wednesday, **September 9, 2015 at 4:30 p.m.** at the **Rock County Health Care Center, 3rd 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.

OSS 50808

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3603-0000-64908	CONTRIBUTIONS				
36-3603-3009			08/18/2015	ROCK COUNTY HUMAN SERVICES DEP	100.00
36-3603-3010			08/18/2015	ROCK COUNTY HUMAN SERVICES DEP	150.00
SPECIAL HSD	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,000.00	4,040.91	0.00	250.00	3,709.09
36-3634-0000-64604	PROGRAM EXPENSE				
36-3634-1803			08/18/2015	ROCK COUNTY HUMAN SERVICES DEP	143.10
36-3634-1814			08/18/2015	ROCK COUNTY HUMAN SERVICES DEP	55.00
CPS	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	107,748.00	105,697.51	2,846.69	198.10	(994.30)
36-3636-0000-64604	PROGRAM EXPENSE				
36-3636-0000			08/18/2015	ROCK COUNTY HUMAN SERVICES DEP	29.00
INDEPEND LIVING	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,150.00	1,928.68	249.40	29.00	5,942.92
36-3706-0000-64604	PROGRAM EXPENSE				
36-3706-1206			08/18/2015	ROCK COUNTY HUMAN SERVICES DEP	640.00
CSP	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	755,674.00	450,481.59	0.00	640.00	304,552.41

I have examined the preceding bills and encumbrances in the total amount of **\$1,117.10**

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 _____

OAD 50701

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3700-0000-62119	OTHER SERVICES					
36-3700-1326			07/31/2015	HOPE HAVEN REBOS UNITED INC	0.00	
36-3700-1326		P1500589	07/31/2015	HOPE HAVEN REBOS UNITED INC	9,086.00	
36-3700-1331		P1500549	07/30/2015	JANESVILLE PSYCHIATRIC CLINIC	1,575.00	
36-3700-1331		P1500554	07/31/2015	LUTHERAN SOCIAL SERVICES	815.00	
AODA BLOCK GRANT	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	401,663.00		204,453.57	3,015.00	11,476.00	182,718.43
36-3704-0000-62119	OTHER SERVICES					
36-3704-1331		P1500554	07/31/2015	LUTHERAN SOCIAL SERVICES	445.00	
IDP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	80,714.00		3,052.78	0.00	445.00	77,216.22
36-3707-0000-64604	PROGRAM EXPENSE					
36-3707-0000		P1501354	07/31/2015	MOVING ON LLC	210.00	
CCS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	48,935.00		4,106.33	3,801.21	210.00	40,817.46

I have examined the preceding bills and encumbrances in the total amount of **\$12,131.00**
 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 _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3602-0000-62119 36-3602-0000	OTHER SERVICES	P1500670	08/10/2015	OFFICE PRO	314.16
OVERHEAD	Budget 32,037.00	YTD Exp 5,742.65	YTD Enc 1,831.31	Pending 314.16	Closing Balance 24,148.88
36-3602-0000-63100 36-3602-0000 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1500540 P1500557 P1500558 P1502706	07/29/2015 08/04/2015 07/28/2015 08/05/2015	E AND D WATER WORKS INC MENARDS MOORE MEDICAL CORP UNITED AD LABEL	34.50 39.68 139.57 29.93
OVERHEAD	Budget 74,288.00	YTD Exp 15,537.93	YTD Enc 5,970.60	Pending 243.68	Closing Balance 52,535.79
36-3602-0000-63101 36-3602-0000	POSTAGE	P1502756	08/05/2015	POSTMASTER JANESVILLE	100.00
OVERHEAD	Budget 46,500.00	YTD Exp 24,657.72	YTD Enc 22,500.00	Pending 100.00	Closing Balance (757.72)
36-3603-0000-64605 36-3603-0000	NON-REIMB EXP	P1502705	08/06/2015	AMERICAN AWARDS AND PROMOTIONS	34.95
SPECIAL HSD	Budget 6,500.00	YTD Exp 1,907.01	YTD Enc 0.00	Pending 34.95	Closing Balance 4,558.04
36-3603-0000-64908 36-3603-3009 36-3603-3009 36-3603-3009	CONTRIBUTIONS		08/04/2015 08/04/2015 08/04/2015	NEDBALEK,RYAN MILLS,SHAWNA STORY,NANCY	58.00 15.00 23.00
SPECIAL HSD	Budget 8,000.00	YTD Exp 4,196.91	YTD Enc 0.00	Pending 94.00	Closing Balance 3,709.09
36-3604-0000-62119 36-3604-0000	OTHER SERVICES	P1502818	07/30/2015	CITY OF BELOIT	12,573.08
ECONOMIC SUPPORT	Budget 65,166.00	YTD Exp 47,433.08	YTD Enc 0.00	Pending 12,573.08	Closing Balance 5,159.84
36-3604-0000-62176 36-3604-0000	LABORATORY	P1500574	07/31/2015	REDWOOD TOXICOLOGY LABORATORY	129.24
ECONOMIC SUPPORT	Budget 1,200.00	YTD Exp 617.48	YTD Enc 129.24	Pending 129.24	Closing Balance 324.04
36-3634-0000-62119 36-3634-5014 36-3634-5014 36-3634-5014 36-3634-5015 36-3634-5015	OTHER SERVICES	P1500566 P1500630 P1502824 P1500542 P1500566	04/30/2015 07/31/2015 08/04/2015 07/31/2015 04/30/2015	ORION FAMILY SERVICES COMMUNITY CARE PROGRAMS INC ABA OF WISCONSIN ILLINOIS LLC FOUNDATIONS COUNSELING CENTER ORION FAMILY SERVICES	1,889.30 1,190.00 450.00 655.50 9,003.58
CPS	Budget 259,990.00	YTD Exp 196,191.05	YTD Enc 25,738.38	Pending 13,188.38	Closing Balance 24,872.19

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3634-0000-62503 36-3634-0000	INTERPRETER FEES	P1500641	07/16/2015	SWITS LTD	3,533.75
CPS	Budget		YTD Exp	YTD Enc	Pending
	1,500.00		11,942.50	3,533.75	3,533.75
					<i>transfer coming</i> Closing Balance (17,510.00)
36-3634-0000-64200 36-3634-0000	TRAINING EXP	P1502408	03/27/2015	UNIVERSITY OF WISCONSIN MADISO	520.00
CPS	Budget		YTD Exp	YTD Enc	Pending
	17,691.00		12,412.77	2,166.00	520.00
					Closing Balance 2,592.23
36-3634-0000-64604	PROGRAM EXPENSE				
36-3634-1731			07/31/2015	GOEDE,RICHARD H	7.85
36-3634-1814		P1500532	07/20/2015	BELOIT DAILY NEWS	47.39
36-3634-1814		P1500544	07/29/2015	GREGG INVESTIGATIONS INC	60.00
36-3634-1814		P1500548	07/31/2015	JANESVILLE GAZETTE INC	99.67
36-3634-1814		P1502822	07/31/2015	SAUK COUNTY SHERIFFS DEPT	60.00
CPS	Budget		YTD Exp	YTD Enc	Pending
	107,748.00		105,620.70	2,846.69	274.91
					Closing Balance (994.30)
36-3636-0000-64604 36-3636-0000	PROGRAM EXPENSE	P1500639	07/22/2015	SHOPKO INC #130	249.40
INDEPEND LIVING	Budget		YTD Exp	YTD Enc	Pending
	8,150.00		1,708.28	249.40	249.40
					Closing Balance 5,942.92
36-3637-0000-64604	PROGRAM EXPENSE				
36-3637-2015		P1502821	07/27/2015	RWCFS INC	500.00
36-3637-2015		P1502826	07/27/2015	RWCFS INC	2,162.00
HOME VISITATION	Budget		YTD Exp	YTD Enc	Pending
	2,000.00		15,140.00	280.00	2,662.00
					<i>transfer coming</i> Closing Balance (16,082.00)
36-3646-0000-62119	OTHER SERVICES				
36-3646-3041		P1500630	07/31/2015	COMMUNITY CARE PROGRAMS INC	2,473.87
36-3646-5009		P1502823	07/31/2015	FFT LLC	1,560.87
36-3646-5014		P1500630	07/31/2015	COMMUNITY CARE PROGRAMS INC	995.00
36-3646-5014		P1502825	07/03/2015	ABA OF WISCONSIN ILLINOIS LLC	850.00
36-3646-5015		P1500527	07/31/2015	ANU FAMILY SERVICES	1,500.00
36-3646-5015		P1500630	07/31/2015	COMMUNITY CARE PROGRAMS INC	595.00
JUVENILE JUSTICE	Budget		YTD Exp	YTD Enc	Pending
	185,613.00		98,392.03	23,374.67	7,974.74
					Closing Balance 55,871.56
36-3646-0000-64200 36-3646-0000	TRAINING EXP	P1502408	06/11/2015	UNIVERSITY OF WISCONSIN MADISO	120.00
JUVENILE JUSTICE	Budget		YTD Exp	YTD Enc	Pending
	2,775.00		1,706.95	250.00	120.00
					Closing Balance 698.05
36-3646-0000-64604	PROGRAM EXPENSE				
36-3646-5016		P1502827	08/03/2015	STATELINE BOYS AND GIRLS CLUBS	149.25
36-3646-5017		P1502815	08/14/2015	SPEEDWAY LLC	200.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
JUVENILE JUSTICE		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		12,245.00	2,737.79	176.45	349.25	8,981.51
36-3664-0000-61915	CERT/LIC/OTHER					
36-3664-0000		P1500563	07/31/2015	OCCUPATIONAL HEALTH CENTER		230.00
YOUTH SERVICES		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		5,169.00	2,273.00	230.00	230.00	2,436.00
36-3664-0000-63400	OPERATING SUPPLI					
36-3664-0000			08/12/2015	GERBER,CARRIE		79.04
36-3664-0000		P1500633	07/22/2015	DE VERE COMPANY INC		1,136.53
36-3664-0000		P1500639	07/24/2015	SHOPKO INC #130		59.00
36-3664-0000		P1502638	07/15/2015	S AND S WORLDWIDE		300.84
YOUTH SERVICES		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		44,734.00	22,637.34	11,019.31	1,575.41	9,501.94
36-3683-0000-63200	PUBL/SUBCR/DUES					
36-3683-0000		P1502758	08/07/2015	PROFORMA PRINTWORKS		711.81
ADRC		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		4,575.00	100.00	0.00	711.81	3,763.19
36-3683-0000-64604	PROGRAM EXPENSE					
36-3683-0000		P1500540	08/01/2015	E AND D WATER WORKS INC		24.00
36-3683-5032		P1502347	07/30/2015	MMPR		2,456.00
ADRC		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		30,000.00	11,760.68	2,781.52	2,480.00	12,977.80
36-3689-0000-62119	OTHER SERVICES					
36-3689-0000		P1502816	08/05/2015	WOODLAND ENHANCED HEALTH SERVI		1,988.03
CRISIS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		1,650,011.00	616,505.25	687,660.28	1,988.03	343,857.44
36-3689-0000-64200	TRAINING EXP					
36-3689-0000		P1502408	06/11/2015	UNIVERSITY OF WISCONSIN MADISO		20.00
CRISIS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		5,085.00	451.59	811.99	20.00	3,801.42
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0002		P1500552	07/01/2015	LANNON STONE MOTEL		1,087.00
36-3689-0002		P1500561	07/08/2015	NORTHERN TOWN MOTEL		1,195.00
36-3689-0002		P1501292	06/12/2015	SUPER 8 MOTEL		158.97
36-3689-0002		P1502409	07/23/2015	MOTEL 6		705.96
36-3689-0002		P1502411	07/30/2015	NEIGHBORHOOD HOUSING SERVICES		25.00
36-3689-0004		P1500551	07/23/2015	KEALEY PHARMACY		89.45
CRISIS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		421,300.00	159,302.35	3,261.38	3,261.38	255,474.89
36-3690-0000-62119	OTHER SERVICES					
36-3690-0000		P1500575	08/07/2015	SAFEWAY PEST CONTROL		11.55

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER	66,127.00		36,487.09	26,408.35	11.55	3,220.01
36-3690-0000-62170	PHYSICIAN/OTHER					
36-3690-0000		P1500570	07/29/2015	PSYCHOLOGY CLINIC INC,THE		1,120.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER	139,540.00		82,241.50	45,894.00	1,120.00	10,284.50
36-3690-0000-62503	INTERPRETER FEES					
36-3690-0000		P1500641	08/06/2015	SWITS LTD		90.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER,	11,000.00		1,157.66	1,169.98	90.00	8,582.36
36-3690-0000-64200	TRAINING EXP					
36-3690-5033		P1502757	08/03/2015	WILGOCKI MS SC,JENNIFER		500.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER	48,170.00		20,134.83	164.00	500.00	27,371.17
36-3691-0000-64604	PROGRAM EXPENSE					
36-3691-0000		P1500587	07/31/2015	WISCONSIN DEPARTMENT OF JUSTIC		30.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CLTS	1,541,921.00		37,908.95	550.87	30.00	1,503,431.18
36-3694-0000-62119	OTHER SERVICES					
36-3694-0000		P1502817	06/30/2015	COMMUNITY ACTION INC OF ROCK &		3,522.46
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
AODA INNER CITY	46,500.00		24,862.58	0.00	3,522.46	18,114.96
36-3696-0000-62176	LABORATORY					
36-3696-0000		P1500572	07/17/2015	REDWOOD BIOTECH		1,066.24
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
TAP	24,000.00		6,399.27	1,066.24	1,066.24	15,468.25
36-3697-0000-62503	INTERPRETER FEES					
36-3697-0000		P1500641	07/16/2015	SWITS LTD		612.50
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CFIS	2,500.00		1,461.50	612.50	612.50	(186.50)
36-3697-0000-64200	TRAINING EXP					
36-3697-0000		P1502408	06/11/2015	UNIVERSITY OF WISCONSIN MADISO		80.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CFIS	3,825.00		687.12	160.00	80.00	2,897.88
36-3697-0000-64604	PROGRAM EXPENSE					
36-3697-0000		P1502755	07/08/2015	DANIELS SENTRY		1.69
36-3697-0000		P1502759	08/05/2015	SPEEDWAY LLC		100.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
CFIS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00		2,235.31	132.96	101.69	3,530.04
36-3701-0000-64604	PROGRAM EXPENSE					
36-3701-0000		P1500551	07/29/2015	KEALEY PHARMACY		104.80
36-3701-0000		P1500561	07/08/2015	NORTHERN TOWN MOTEL		860.00
36-3701-0000		P1500640	07/31/2015	SRB PROPERTY MANAGEMENT LLC		600.00
JUSTICE&MH COLLA	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		3,063.75	4,628.50	1,564.80	(9,257.05)
36-3702-0000-62176	LABORATORY					
36-3702-0000		P1500572	07/17/2015	REDWOOD BIOTECH		3,136.09
DRUG COURT	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	64,000.00		18,821.40	3,136.09	3,136.09	38,906.42
36-3702-0000-64604	PROGRAM EXPENSE					
36-3702-0000		P1500551	08/04/2015	KEALEY PHARMACY		319.80
36-3702-0000		P1501286	07/25/2015	CHARTER COMMUNICATIONS		91.99
DRUG COURT	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	31,223.00		21,317.15	1,985.79	411.79	7,508.27
36-3704-0000-62176	LABORATORY					
36-3704-0000		P1500572	07/17/2015	REDWOOD BIOTECH		2,069.80
IDP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	40,000.00		12,422.13	2,069.80	2,069.80	23,438.27
36-3706-0000-62119	OTHER SERVICES					
36-3706-0000		P1500575	08/07/2015	SAFEWAY PEST CONTROL		23.45
CSP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	9,302.00		5,403.92	1,525.04	23.45	2,349.59
36-3707-0000-64604	PROGRAM EXPENSE					
36-3707-0000		P1500637	08/12/2015	JANESVILLE TRANSIT SYSTEM		310.00
CCS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	48,935.00		4,006.33	3,801.21	310.00	40,817.46
36-3713-0000-64604	PROGRAM EXPENSE					
36-3713-2016		P1502768	07/27/2015	INSTITUTE FOR COMMUNITY ALLIAN		1,800.00
SHELTER PLUS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	14,220.00		9,485.39	0.00	1,800.00	2,934.61
36-3730-0000-62119	OTHER SERVICES					
36-3730-1000		P1500575	08/07/2015	SAFEWAY PEST CONTROL		38.00
JOB CENTER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	128,734.00		40,899.70	21,003.27	38.00	66,793.03
36-3730-0000-62400	R & M SERV					
36-3730-1000		P1500557	08/13/2015	MENARDS		25.76

*Transfer coming
Closing Balance*

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3730-1000		P1502643	08/04/2015	BALESTRIERI ENVIRONMENTAL AND	1,200.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
JOB CENTER	137,291.00		12,216.18	25.76	1,225.76	123,823.32

I have examined the preceding bills and encumbrances in the total amount of **\$70,342.30**
 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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05550806

Rock County HSD

COMMITTEE APPROVAL REPORT

08/19/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3634-0000-64604 36-3634-1803	PROGRAM EXPENSE	P1500632	07/01/2015	DAVIS CITGO SERVICE INC	135.00
CPS	Budget 107,748.00	YTD Exp 105,485.70	YTD Enc 2,699.63	Pending 135.00	Closing Balance (572.33)

I have examined the preceding bills and encumbrances in the total amount of **\$135.00**

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 _____

ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, August 26, 2015

HSD MANAGEMENT TEAM MEETING – August 11, 2015

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Annette Mikula – HR Issues**
- **Communication with AMHS**
- **Evaluation Signatures**
- **Pre-Planning Budget**
- **Building Bridges Through Cultural Competency**
- **Praise and Recognition**
- **Mandatory Training List**
- **2015 United Way Campaign**
- **CIRT P&P**
- **HSD Form**

INFORMATION ITEMS

HSD Board Agenda
