



Rock County Human Services Department  
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**ROCK COUNTY HUMAN SERVICES BOARD**  
**Wednesday, September 25, 2019 – 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 on September 11, 2019 \*
4. Citizen Participation, Communications and Announcements
5. Submission of Committee Requests
6. Approval of Contracts and Transfers – Ms. Mooren
7. August HSD Employee Impact Award Recipient Recognition – Ms. Luster
8. September HSD Employee Impact Award Recipient Recognition – Ms. Luster
9. 2020 HSD Budget Update and Discussion – Ms. Luster
10. Director's Report
  - Update on Birth to 3 Transition
  - Update on 1717 Center Avenue (New HSD location)
11. **Next Meeting: Wednesday, October 9, 2019, 1717 Center Avenue, Janesville, Wisconsin.**  
\*\*\*NOTE LOCATION\*\*\*
12. Adjourn

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

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 BOARD MEETING**  
**Wednesday, September 11, 2019 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, September 11, 2019, in the Conference Room at the Care House, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Terry Thomas, Supervisor; Terry Fell, Supervisor; Kathy Schulz, Supervisor; Shirley Williams, Citizen Representative; and David Homan, Supervisor.

**Committee Members Absent:** Ashley Kleven, Citizen Representative. Stephanie Aegerter, Supervisor.

**Staff Present:** Kate Luster, Director; Tera O'Connor, Deputy Director; Sara Mooren, Administrative Services Division Manager; Mark Stevens, Business Services Manager; and Kami Williams, CPS Supervisor.

**Others Present:** Angela Moore, YWCA Rock County Executive Director. Jessi Luepnitz, YWCA Rock County Program Director. Katie Lubke, Foster parent/B-3. Jamie Fugate, B-3 Community. Nancy Rennie, B-3 Community.

**Approval of Agenda:** Citizen Representative Weaver-Landers moved the agenda to the floor, seconded by Supervisor Fell. The agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of August 28, 2019:** Citizen Representative Weaver-Landers moved the minutes to the floor, seconded by Supervisor Fell. The minutes were unanimously approved. APPROVED.

**Citizen Participation, Communications and Announcements:** None.

**Submission of Committee Requests:** Supervisor Schulz asked about having the HSD Board meeting at 1717 Center Avenue. Ms. Luster advised the HSD Board meeting will be held at the 1717 Center Avenue location in the near future.

**Approval of Contracts and Transfers:** Citizen Representative Weaver-Landers moved two contracts to the floor, seconded by Supervisor Fell. Ms. Mooren explained in detail the reasons for needing an out of state provider, as many efforts were made to keep this client within the state. Ms. Luster also provided more information explaining other counties are facing issues with finding a facility within the state and have placements with this provider. The contracts were unanimously approved. APPROVED.

**Review of Bills:** Mr. Stevens responded to Citizen Representative Williams request for an updated Chart of Accounts, and will provide one to the HSD Board members.

**Director's Report:**

- **Update on Birth to 3 Transition** – Ms. Luster advised that there have been multiple meetings with staff about transition and coordination, and dialogue with United Cerebral Palsy (UCP). The contract for UCP start-up funds will be one of the contracts for approval at the next HSD Board meeting. UCP is working on hiring a Director and opening an office.

CESA 2 informed HSD they will no longer be able to process any new admissions starting October 1, 2019. Ms. Luster advised HSD has assigned an employee to assist with that workload. HSD may have to engage in contracts with therapists or others if CESA 2 cannot provide services. Right now efforts are to make sure services are in place. Ms. Luster advised the full UCP contract is anticipated to come before the Board in October. Ms. Luster responded to questions about UCP hiring staff.

- **Update on 1717 Center Avenue (New HSD location)** – Ms. Luster advised HSD is continuing to work with the architects. She displayed a diagram of the general layout of the floor plan and explained this is very close to the final product. A more detailed plan will be provided later. The focus is on the customer flow, and areas which have a lot of foot traffic will be located close to the entrances. It has been challenging to accommodate everyone.
- **Budget Update** – Ms. Luster advised the HSD budget meetings with HSD Management and County Administrator Smith are being held tomorrow. She distributed a memo that provided an overview of the 2020 HSD budget request. HSD is requesting an increase of county tax levy of 1.44% over calendar year 2019.

**Overview and Tour of Care House:** At approximately 5:09 p.m. Ms. Luepnitz started the tour of the Care House. Ms. Luepnitz and Ms. Moore provided an in depth overview of Care House services and responded to questions.

**Next Meeting:** Wednesday, September 25, 2019 at 4:30 p.m. at Rock County Human Services, 3<sup>rd</sup> Floor Conference Room, Janesville, WI.

**Adjournment:** Citizen Representative Williams motioned to adjourn, seconded by Supervisor Schulz with unanimous approval at 5:34 p.m.

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Jodi Parson, Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**