



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, March 23, 2016 – 4:30 p.m.
Rock County Health Care Center, 3rd Floor Conference Room

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of March 9, 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. Praise and Recognition Ms. Nevicosi – Mr. Horozewski
9. Resolution To Recognize Rock County Social Workers * – Ms. Thompson
10. Update on Family Care – Ms. Thompson
11. ~~Director's Report*~~
12. **Next Meeting: Wednesday, April 13, 2016 at 4:30 p.m. at the Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.**
13. 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.

DAD60201

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3707-0000-64604	PROGRAM EXPENSE					
36-3707-0000		P1600590	02/29/2016	CROSSROADS COUNSELING CENTER	700.00	
36-3707-0000		P1600614	02/29/2016	MOVING ON LLC	2,073.75	
36-3707-0000		P1600627	02/29/2016	ROCK VALLEY COMMUNITY PROGRAMS	420.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CCS	139,500.00		3,140.67	3,585.95	3,193.75	129,579.63

I have examined the preceding bills and encumbrances in the total amount of **\$3,193.75**
 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 _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3700-0000-62119	OTHER SERVICES					
36-3700-0000		P1600644	02/29/2016	KEALEY PHARMACY	317.95	
36-3700-1326		P1600636	02/29/2016	TELLURIAN UCAN INC	32,972.80	
36-3700-1331			02/29/2016	META HOUSE	18,300.00	
36-3700-1331		P1600586	02/29/2016	BELOIT MEMORIAL HOSPITAL	751.25	
36-3700-1331		P1600590	02/29/2016	CROSSROADS COUNSELING CENTER	540.00	
36-3700-1331		P1600609	02/29/2016	LUTHERAN SOCIAL SERVICES	4,455.00	
36-3700-1331		P1600627	02/29/2016	ROCK VALLEY COMMUNITY PROGRAMS	1,875.00	
AODA BLOCK GRANT		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		396,066.00	21,652.18	102,229.43	59,212.00	212,972.39
36-3704-0000-62119	OTHER SERVICES					
36-3704-1331		P1600590	02/29/2016	CROSSROADS COUNSELING CENTER	175.00	
36-3704-1331		P1600609	02/29/2016	LUTHERAN SOCIAL SERVICES	1,580.00	
36-3704-1331		P1600627	02/29/2016	ROCK VALLEY COMMUNITY PROGRAMS	275.00	
IDP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		115,303.00	1,583.87	2,819.99	2,030.00	108,869.14

I have examined the preceding bills and encumbrances in the total amount of **\$61,242.00**
 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	P1600619	02/26/2016	OFFICE PRO INC	88.81
OVERHEAD	Budget 28,006.00	YTD Exp 2,102.30	YTD Enc 2,749.50	Pending 88.81	Closing Balance 23,065.39
36-3602-0000-63100 36-3602-0000 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1600576 P1600619 P1600639 P1601275	03/04/2016 02/24/2016 02/01/2016 03/01/2016	AARONS LOCK AND SAFE INC OFFICE PRO INC WISCONSIN DEPARTMENT OF JUSTIC UNITED AD LABEL	100.00 1,495.00 132.75 122.98
OVERHEAD	Budget 85,177.00	YTD Exp 4,231.61	YTD Enc 0.00	Pending 1,850.73	Closing Balance 79,094.66
36-3603-0000-64605 36-3603-0000	NON-REIMB EXP		03/08/2016	KLYVE,CHARMIAN	21.55
SPECIAL HSD	Budget 6,500.00	YTD Exp 206.69	YTD Enc 39.00	Pending 21.55	Closing Balance 6,232.76
36-3604-0000-62119 36-3604-5021	OTHER SERVICES	P1601343	03/01/2016	O BRIEN AND ASSOCIATES INC	540.00
ECONOMIC SUPPORT	Budget 36,835.00	YTD Exp 0.00	YTD Enc 0.00	Pending 540.00	Closing Balance 36,295.00
36-3604-0000-62176 36-3604-0000	LABORATORY	P1600626	01/31/2016	REDWOOD TOXICOLOGY LABORATORY	102.67
ECONOMIC SUPPORT	Budget 1,700.00	YTD Exp 0.00	YTD Enc 0.00	Pending 102.67	Closing Balance 1,597.33
36-3634-0000-62119 36-3634-5042	OTHER SERVICES	P1601274	02/10/2016	HOPE CHILD AND FAMILY COUNSELI	1,170.00
CPS	Budget 110,485.00	YTD Exp 3,097.87	YTD Enc 19,166.67	Pending 1,170.00	Closing Balance 87,050.46
36-3634-0000-62503 36-3634-0000	INTERPRETER FEES	P1600633	02/06/2016	SWITS LTD	2,001.25
CPS	Budget 8,000.00	YTD Exp 0.00	YTD Enc 0.00	Pending 2,001.25	Closing Balance 5,998.75
36-3634-0000-64604 36-3634-1814	PROGRAM EXPENSE	P1601340	02/29/2016	MURRAY,DANIEL P	130.00
CPS	Budget 133,185.00	YTD Exp 31,670.77	YTD Enc 42,576.49	Pending 130.00	Closing Balance 58,807.74
36-3664-0000-61915 36-3664-0000	CERT/LIC/OTHER	P1600618	03/01/2016	OCCUPATIONAL HEALTH CENTER	46.00
YOUTH SERVICES	Budget 4,845.00	YTD Exp 426.00	YTD Enc 0.00	Pending 46.00	Closing Balance 4,373.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3664-0000-62400 36-3664-0000	R & M SERV	P1600582	02/25/2016	BANDT COMMUNICATIONS INC	346.88	
YOUTH SERVICES	Budget 4,900.00		YTD Exp 2,692.90	YTD Enc 0.00	Pending 346.88	Closing Balance 1,860.22
36-3664-0000-63400 36-3664-0000 36-3664-0000 36-3664-0000	OPERATING SUPPLI		03/07/2016	COX,(BOLDT)DARLA	10.55	
		P1600645	02/29/2016	MENARDS	46.71	
		P1601337	02/28/2016	HEDBERG PUBLIC LIBRARY	17.95	
YOUTH SERVICES	Budget 45,714.00		YTD Exp 10,821.46	YTD Enc 1,574.61	Pending 75.21	Closing Balance 33,242.72
36-3683-0000-64604 36-3683-0000 36-3683-0000	PROGRAM EXPENSE		03/08/2016	E AND D WATER WORKS INC	17.25	
		P1600597	02/23/2016	PROFORMA PRINTWORKS	1,037.00	
ADRC	Budget 35,000.00		YTD Exp 1,207.89	YTD Enc 0.00	Pending 1,054.25	Closing Balance 32,737.86
36-3689-0000-64604 36-3689-0002 36-3689-0002 36-3689-0004 36-3689-0004 36-3689-1221	PROGRAM EXPENSE		02/17/2016	ECONOLOGDE	130.00	
		P1600598	02/26/2016	SRB PROPERTY MANAGEMENT	246.00	
		P1600632	02/19/2016	KEALEY PHARMACY	45.95	
		P1600644	02/12/2016	HOMECARE PHARMACY LLC	20.48	
		P1600646	03/15/2016	CUNNINGHAM,LORI D	1,246.00	
CRISIS	Budget 306,630.00		YTD Exp 21,554.27	YTD Enc 0.00	Pending 1,688.43	Closing Balance 283,387.30
36-3690-0000-62119 36-3690-0000	OTHER SERVICES	P1600578	02/29/2016	ADVANCED DISPOSAL SERVICES	23.76	
OUTPATIENT SER	Budget 63,413.00		YTD Exp 10,495.73	YTD Enc 51,595.65	Pending 23.76	Closing Balance 1,297.86
36-3690-0000-62170 36-3690-0000	PHYSICIAN/OTHER	P1600623	03/09/2016	PSYCHOLOGY CLINIC INC,THE	1,700.99	
OUTPATIENT SER	Budget 154,100.00		YTD Exp 23,282.47	YTD Enc 123,274.35	Pending 1,700.99	Closing Balance 5,842.19
36-3690-0000-62200 36-3690-0000	UTILITIES	P1601341	02/25/2016	FRANKLIN STREET PROPERTY GROUP	796.23	
OUTPATIENT SER	Budget 2,492.00		YTD Exp 1,280.11	YTD Enc 0.00	Pending 796.23	Closing Balance 415.66
36-3690-0000-62503 36-3690-0000	INTERPRETER FEES	P1600583	02/02/2016	GONZALEZ,BELEM	180.00	
OUTPATIENT SER	Budget 5,000.00		YTD Exp 0.00	YTD Enc 0.00	Pending 180.00	Closing Balance 4,820.00
36-3691-0000-64604 36-3691-0000	PROGRAM EXPENSE	P1600639	03/01/2016	WISCONSIN DEPARTMENT OF JUSTIC	50.00	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
CLTS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,138,740.00		18,647.38	0.00	50.00	1,120,042.62
36-3696-0000-62176	LABORATORY					
36-3696-0000		P1600624	02/25/2016	REDWOOD BIOTECH		204.82
TAP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	16,150.00		1,616.15	0.00	204.82	14,329.03
36-3696-0000-64604	PROGRAM EXPENSE					
36-3696-0000		P1600684	02/29/2016	ABEL,NANCY J		120.00
TAP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	14,109.00		496.00	269.36	120.00	13,223.64
36-3701-0000-64604	PROGRAM EXPENSE					
36-3701-0000			01/29/2016	TABOR INVESTMENTS LLC		900.00
36-3701-0000		P1600644	02/24/2016	KEALEY PHARMACY		23.95
JUSTICE&MH COLLA	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		2,485.07	0.00	923.95	(3,409.02)
36-3702-0000-62176	LABORATORY					
36-3702-0000		P1600624	02/25/2016	REDWOOD BIOTECH		602.40
DRUG COURT	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	47,500.00		4,773.37	0.00	602.40	42,124.23
36-3702-0000-64604	PROGRAM EXPENSE					
36-3702-0000		P1600578	02/29/2016	ADVANCED DISPOSAL SERVICES		50.00
36-3702-0000		P1600597	02/22/2016	E AND D WATER WORKS INC		46.00
36-3702-0000		P1600644	02/16/2016	KEALEY PHARMACY		1,274.95
DRUG COURT	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	41,200.00		7,447.06	7,174.10	1,370.95	25,207.89
36-3706-0000-61915	CERT/LIC/OTHER					
36-3706-0000			03/11/2016	HAAKENSON,KRISTIN		86.00
36-3706-0000			03/11/2016	LUDOIS,TRUDI		86.00
CSP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,358.00		1,186.00	0.00	172.00	0.00
36-3706-0000-62119	OTHER SERVICES					
36-3706-0000		P1600578	02/29/2016	ADVANCED DISPOSAL SERVICES		48.24
CSP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	9,659.00		1,745.56	3,679.12	48.24	4,186.08
36-3707-0000-64604	PROGRAM EXPENSE					
36-3707-0000		P1600633	02/05/2016	SWITS LTD		1,058.75
CCS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	139,500.00		6,334.42	392.20	1,058.75	131,714.63
36-3709-0000-62176	LABORATORY					

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3709-0000		P1600624	02/25/2016	REDWOOD BIOTECH	397.58	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
OWI COURT	31,350.00		3,137.22	0.00	397.58	27,815.20
36-3730-0000-62400	R & M SERV					
36-3730-1000		P1600578	02/29/2016	ADVANCED DISPOSAL SERVICES	137.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
JOB CENTER	7,079.00		129.95	0.00	137.00	6,812.05

I have examined the preceding bills and encumbrances in the total amount of **\$16,902.45**
 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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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
00-0000-0000-21100 00-0000-0010	SUNDRY ACCOUNTS	P1601344	03/04/2016	JEFFERSON COUNTY HUMAN SERVICE	251.43	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		1,049,736.15	0.00	251.43	(1,049,987.58)

I have examined the preceding bills and encumbrances in the total amount of **\$251.43**

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 _____

0330251

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1802			02/25/2011	ZIELKE, LAURIE L	393.00	
36-3634-1803		P1600591	01/22/2016	SENTRY FOODS INC STORE #375	50.00	
36-3634-1803		P1600630	01/23/2016	SHOPKO INC #130	79.97	
36-3634-1803		P1600641	02/24/2016	FRANKLIN COURT APARTMENTS	262.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CPS	133,185.00		30,885.80	44,535.34	784.97	56,978.89

I have examined the preceding bills and encumbrances in the total amount of **\$784.97**
 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 _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve, Director
INITIATED BY



Jennifer Thompson
DRAFTED BY

Human Services Board
SUBMITTED BY

March 16, 2016
DATE DRAFTED

TO RECOGNIZE ROCK COUNTY SOCIAL WORKERS

- 1 **WHEREAS**, March has been declared National Social Worker Recognition Month; and,
- 2
- 3 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wish to
- 4 recognize the Rock County Human Services Social Workers for their excellence in delivering services to
- 5 the citizens of Rock County; and,
- 6
- 7 **WHEREAS**, the Social Workers of the Rock County Department of Human Services provide services to
- 8 a wide variety of Rock County citizens; and,
- 9
- 10 **WHEREAS**, the Social Workers in the Long Term Support (LTS) Division support the frail elderly and
- 11 individuals with physical disabilities in our community. LTS Social Workers recognize the unique needs
- 12 of each individual—each with their own desires and preferences. Their understanding of client needs and
- 13 their knowledge of local resources is evident by the individual service plans created for each client they
- 14 work with. Each plan is created with their clients outcomes first, thereby respecting client decisions and
- 15 upholding their dignity and independence as much as possible. In addition, they compassionately help
- 16 their clients to encourage positive relationships. LTS Social Workers assist the public every day by
- 17 protecting our aged and vulnerable adults and by providing them support and opportunities to be a part of
- 18 their communities; and,
- 19
- 20 **WHEREAS**, the Social Workers in the Aging and Disability Resource Center (ADRC) support frail
- 21 elderly and adults with physical and/or developmental disabilities as well as their family and caregivers.
- 22 ADRC Social Workers provide reassurance, guidance, and support to people who do not otherwise know
- 23 where to go for help. They listen attentively and help people understand their options by offering helpful
- 24 and un-bias information regarding local resources in our community. They do this in a non-judgmental
- 25 manner – helping to make customers experience at the ADRC a bit easier. In the end, they provide
- 26 people the encouragement and support needed to make important life decisions; and,
- 27
- 28 **WHEREAS**, the Social Workers in the Mental Health and AODA Division area provide high quality
- 29 treatment and support services to individuals and families experiencing mental illness and substance
- 30 abuse challenges across a comprehensive continuum of care, thereby reducing the need for restrictive
- 31 institutional care and out of home placement. They provide assertive outreach to individuals with
- 32 complex needs and engage them in welcoming and empathic relationships. These social workers assist
- 33 clients in improving their quality of life, as defined by the client, and provide person centered,
- 34 rehabilitative services focused on hope and recovery; and,
- 35
- 36 **WHEREAS**, the Social Workers in the Children, Youth and Families (CYF) Division provide family-
- 37 centered and strength-based services to children and families involved in the children protection and
- 38 juvenile justice systems. CYF Social Workers are dedicated to ensuring child safety as well as
- 39 supervising youth on juvenile supervision. Daily, social workers in the CYF Division work with high-
- 40 risk families in the community to inspire hope and build skills for positive change. CYF Social Workers
- 41 intervene when children are alleged to be abused and neglected, and engage youth who are in violation of
- 42 the law. Countless children, youth and families are positively affected by the tireless work of CYF Social
- 43 Workers.
- 44
- 45 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
- 46 assembled this _____ day of _____, 2016, does hereby recognize the Rock County Social
- 47 Workers for their excellent work and diligent efforts in the delivery of services to needy Rock County
- 48 citizens and their families in 2016.
- 49
- 50 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish a copy of
- 51 this resolution to the Rock County Human Services Department.

TO RECOGNIZE ROCK COUNTY SOCIAL WORKERS

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Respectfully submitted,

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson, Chair

Kathy Schulz

Sally Jean Weaver-Landers, Vice Chair

Terry Thomas

Terry Fell

Shirley Williams

Linda Garrett

William Grahn

Ashley Kleven

ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, March 23, 2016

HSD MANAGEMENT TEAM MEETING – March 15, 2016

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Family Care**
- **Workgroup Updates**
- **Praise and Recognition**
- **Payroll Question**
- **AMHS Questions**
- **Notice of Tree Removal on County F**
- **Social Worker Recognition Resolution**
- **Department Head Meeting**
- **Cultural Competence Training April 11**
- **Missing 2015 Record of Receipt Missing**
- **Complete Timesheets when Employee is out**
- **Draft Policy on Transporting Clients**

INFORMATION ITEMS

HSD Board Agenda
