



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, 2010 – 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 February 10, 2010 *
4. Citizen Participation
5. Discussion of Juvenile Justice Report – Mr. Witt
6. Discussion of Lobby Day – Ms. Klyve
7. Approval of Contracts, Transfers, and/or Encumbrances * – Mr. Witt
8. Approval of Bills * – Ms. Schultz
9. Director's Report *
 - W2 / ES Caseload
10. Committee Requests for Future Agenda Items
11. Next Meeting: Wednesday, March 10, 2010 at **4:30 p.m.** at the **Rock County Health Care Center**, 3rd Floor Conference Room, 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.

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

10-086

New Contract: or, _____ or, _____
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Michael Jones X5286
Originating Department Contact Person Phone

Contract with: Blackhawk Technical College
(Name of entity)

Contract Period: Start Date: 2/01/2010 Expiration Date: 1/31/2015

Contract Amount: \$ -0-

Expenditure/ Revenue Account Numbers: N/A
(provide 9-digit object codes)

Executive Summary: The Human Services Department frequently collaborates with Blackhawk Technical College to provide internship experiences for Criminal Justice Program students. Through this arrangement, students are able to receive practical, hands-on training in their area of study. There is no cost to the Department or Rock County for these internships. All interns are supervised by experienced Rock County staff members.

Were Bids or Quotations Solicited? Yes No

Covered by State Contract? Yes No

State Contract # _____

Contract will be signed by: County Board Chair

NEW 10-086 AMENDMENT TO: _____ ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW NO. SS386

Contract between Rock Co. Human Services Dept. and Blackhawk Technical College for Rock Co. Staff Members to provide Criminal Justice Program students practical & hands-on training for period of 2/1/10 - 1/31/15. No cost

Corporation Counsel has reviewed this Document and finds it to be proper, as to form.
[Signature] 2/5/10
Signature Date

Total Fiscal Impact & Source of Funds:
No fiscal impact
[Signature] 2/5/10
Finance Director Date

Reviewed by Purchasing for compliance:
Jodi L. Mellis 2/5/10

Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

New Contract: or, _____, or, _____
(check box if yes) Addendum to Contract #

_____ Human Services _____ Cindy Schultz _____ 5152 _____
Originating Department Contact Person Phone

Contract with: _____ Southwest Wisconsin Workforce Development Board _____
(Name of entity)

Contract Period: Start Date: _____ 01/01/2010 _____ Expiration Date: _____ 12/31/2010 _____

Contract Amount: \$ _____ 0 _____

Expenditure/ Revenue Account Numbers: _____
(provide 9-digit object codes)

Executive Summary: _____ Master Leased Employee Contract for all Leased Employee Contracts _____

Were Bids or Quotations Solicited? Yes No

Covered by State Contract? Yes No

State Contract # _____

NEW AMENDMENT TO: _____ ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW NO. _____ SS393

Contract between Rock Co. Human Services Dept. and Southwest Wisconsin Workforce Development Board for 2010 Master Leased Employee Contract for all leased employee contracts for period of 1/1/10 - 12/31/10. Contract Amount: Rock Co. to pay wages, benefits, expenses & other costs negotiated between Rock County and SWWDB. Corporation Counsel has reviewed this Document and finds it to be proper, as to form.

Eugene R. Numan 2/12/10
Signature Date

Total Fiscal Impact & Source of Funds:
Same as SS392
[Signature] 2/12/10
Finance Director Date

Reviewed by Purchasing for compliance:
Jodi L. Miller 2/12/10

Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

New Contract: or, _____ or, _____
(check box if yes) Addendum to Contract #

____ Human Services _____ Cindy Schultz _____ 5152 _____
Originating Department Contact Person Phone

Contract with: _____ Southwest Wisconsin Workforce Development Board _____
(Name of entity)

Contract Period: Start Date: _____ 01/01/2010 _____ Expiration Date: _____ 12/31/2010 _____

Contract Amount: \$ _____ 26,535.01 _____

Expenditure/ Revenue Account Numbers: _____ 36 3730 0000 62119 _____
(provide 9-digit object codes)

Executive Summary: _____ Leased Employee Contract for a .5 Job Center Facilities Manager _____

Were Bids or Quotations Solicited? Yes No

Covered by State Contract? Yes No

State Contract # _____

NEW

AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. _____ SS392

Contract between Rock Co. Human Services Dept. and Southwest Wisconsin Workforce Development Board for 2010 Leased Employee Service contract for a .5 Job Center Facilities Manager for period of 1/1/10 - 12/31/10. Contract Amount: \$26,535.01

Corporation Counsel has reviewed this Document and finds it to be proper, as to form.

Eugene R. Thomas 2/12/10
Signature Date

Total Fiscal Impact & Source of Funds:

Silviant Foods/Chickadee
2010's 2010 Budget
[Signature] 2/12/10
Finance Director Date

Reviewed by Purchasing for compliance:

Jodi L. Miller 2/12/10

2/2

Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

10-082

New Contract: or, _____ or, _____
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department Michael B. Jones x5286
Originating Department Contact Person Phone

Contract with: THRIVE TREATMENT SERVICES, LLC
(Name of entity)

Contract Period: Start Date: 1/01/2010 Expiration Date: 12/31/2010

Contract Amount: \$ Rate x number of approved clients

| SERVICE | RATE | UNIT | CHANGE FROM PRIOR YEAR |
|-------------------------------------|------------|-------|------------------------|
| Treatment Foster Care | \$3,025.00 | Month | +0% |
| Specialized Treatment Foster Care * | \$3,650.00 | Month | +0% |

* Indicates services requiring special approval

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services – Substitute Care
(provide 9-digit object codes) 36-3654-0000-64604 Juvenile Justice Services – Substitute Care

Executive Summary: Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The 2010 County Adopted Budget includes the following funds for substitute care:

| Child Protective Services: | | Juvenile Justice Services: | |
|----------------------------|----------------------------------------------------------|----------------------------|----------------------------------------------------------|
| \$2,060,386 | Foster homes, family group homes, treatment foster homes | \$179,393 | Foster homes, family group homes, treatment foster homes |
| 665,119 | Group homes | 225,615 | Group homes |
| <u>1,091,803</u> | Residential Care Centers | <u>664,854</u> | Residential Care Centers |
| \$3,817,308 | Total | \$1,069,862 | Total |

Were Bids or Quotations Solicited? Yes No

Covered by State Contract? Yes No

State Contract # _____

Contract will be signed by: County Board Chair
 Other? Who? Chair, Human Services Board (2/10/10)

NEW 10-082 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. SS385

Contract between Rock Co. Human Services Dept. and Thrive Treatment Services LLC for Treatment Foster Care services for period of 1/1/10 - 12/31/10.

Contract Amount: Rate x no. of approved clients

Corporation Counsel has reviewed this Document and finds it to be proper, as to form.

[Signature] 2/5/10
Signature Date

Total Fiscal Impact & Source of Funds:

[Signature]
un-15 2010 budget
[Signature] 2/5/10
Finance Director Date

Reviewed by Purchasing for compliance:

Jodi L. Mullis 2/4/10

White - General Services
Yellow - Originating Department
Pink - County Clerk

PURCHASE ORDER NUMBER P1000621 PEID 042015

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT Human Services

COMMITTEE Human Services

VENDOR NAME Sherman Sanitation

ACCOUNT NUMBER 36-3730-0000-62400

FUNDS DESCRIPTION Repair & Maintenance

AMOUNT OF INCREASE \$ 790.00

INCREASE FROM \$ 1,883⁰⁰ TO \$ 2,673⁰⁰

ACCOUNT BALANCE AVAILABLE \$ 28,293 ²⁻¹²⁻¹⁰

REASON FOR AMENDMENT requesting twice a week
trash pick-up instead of once/week

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(if over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(if over \$10,000) Resolution # _____ Adoption Date _____

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
WEDNESDAY, FEBRUARY 24 2010**

HSD MANAGEMENT TEAM MEETING – February 9, 2010

Meeting cancelled.

HSD MANAGEMENT TEAM MEETING – February 16, 2010

Meeting cancelled.
