

Board of Supervisors 51 South Main Street Janesville, WI 53545 (608)757-5510 Fax (608)757-5511

NOTE: Location, Time & Date

FINANCE COMMITTEE THURSDAY, MARCH 12, 2015 - 5:30 P.M. JURY DELIBERATION ROOM - FOURTH FLOOR ROCK COUNTY COURTHOUSE-EAST

Agenda

- 1. Call to Order and Approval of Agenda
- 2. Citizen Participation, Communications and Announcements
- 3. Approval of Minutes –February 12, 2015 and February 19, 2015
- 4. Committee Review and Approval of Per Meeting Allowances
- 5. Transfers and Appropriations
 - A. Human Services
 - B. Land Conservation
 - C. Public Health
 - D. Planning & Development
 - E. Surveyor
- 6. A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) Developmental Disabilities (3)
 - E. Approval of Bills for Other Departments
- 7. Adjournment

• }			
	Date <u>2/19/15</u>	Transfer No.	15-0 5
Requested By Human Services	Department "	Charmian Klyve	
De	partment	Depar	tment Head
FROM:	AMOUNT	то:	AMOUNT
Account #: 36-3664-0000-61100		Account#: 36-3664-0000-62119)

FROM:	AMOUNT	TO:	AMOUNT
Account #: 36-3664-0000-61100 Description: YSC Regular Wages Current Balance: \$1,325,710	\$21,348	Account #: 36-3664-0000-62119 Description: YSC Other Contracted Services	\$43,257
Account #: 36-3664-0000-61400 Description: YSC FICA Current Balance: \$125,195	\$1,633	Account #: Description:	
Account #: 36-3664-0000-61610 Description: YSC Health Insurance Current Balance: \$538,430	20,276	Account #: Description:	
Account #: 36-3689-0000-61100 Description: Crisis Regular Wages Current Balance: \$1,030,579	\$3,360 ir	Account #: 36-3689-0000-62491 Description: Crisis Software Maintenance	\$3,360

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

YSC Regular Wages & FICA - funds are available due to a vacant .4 FTE nurse position. Nursing services will be covered through a contracted provider.

Health Insurance - due to a number of vacant positions and new staff selecting a lower level of coverage HSD anticipates savings Crisis Regular Wages - funds are available due to a vacant supervisor position.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Other Contracted Services - YSC has had a vacant .4 FTE nurse position since spring 2014. To meet the state/federal requirements for medical care at the Youth Services Center HSD is contracting for on-site nursing and physician coverage. This is the same provider contracted by the Jail.

Software Maintenance: The Crisis unit has implemented staff scheduling software (EmLogis) to manage staffing their 24/7 services. This is the annual maintenance cost determined by the number of staff in the crisis unit.

FISCAL NOTE:		ADMINISTRA	TIVE NOTE:
Sufficient funds are available for trans	sfer. $q_{j,j}^{\gamma}$	Recommended	Jun 22218
REQUIRED APPROVAL Governing Committee	DATE	·	V COMMITTEE CHAIR
		75	

Distribution: EMAIL Sherry Oja and Susan Balog

Revised: 04/17/14

	Date <u>2/13/15</u>	Transfer No. 15-04	
Requested By Land Conservation		Tom Sweeney	
De	epartment	Department Hea	ad
.FROM:	AMOUNT	TO:	AMOUNT
Account #: 00-0000-0019-64903		Account#: 62-6300-0000-67161	
Description: Transfer Out	\$2,964	Description: Capital Assets	\$2,964
Current Balance: \$36,258	ж		
Account #:		Account #:	
Description:		Description:	
Current Balance:			
Account #:	हें	Account #:	
Description:		Description:	
Current Balance:			
Account #:		Account #:	
Description:		Description:	
Current Balance:			
REASON FUNDS ARE AVAILABLE	E FOR TRANSFER	- BE SPECIFIC	
		on programs that are funded mainly by user fees.	
REASON TRANSFER IS NECESS.	ADV DE ODECICI		
The Land Conservation Department's (LCD) la	rge format color printer is	no longer functional. In addition, LCD was inform	ed by the USDA-
NRCS that the scanner/copier located in the jo vishes to purchase an MFP that would take th	int offices will no longer b e place of both of these pi	e available for LCD use beginning in mid-Februar eces of equipment. The total cost for the MFP is	y. Therefore, LCD \$5.527.56, of which
\$2,564.50 would come from Land Records fee	s and \$2,963.03 would co	me from the fund balances of various LCD progra	ims.
ISCAL NOTE:		ADMINISTRATIVE NOTE:	
Sufficient funds are available for transfer.	(1)	Recommended. 2-13-15	
EQUIRED APPROVAL	DATE	V <u>COMMITTEE CHA</u>	<u>IIR</u>
Governing Committee			
7 Finance Committee			

	ate <u>2/9/15</u>	Transfer No. 14-15	54	
Requested By Public Health Department Department		Karen Cain Department Head		
Account #: 31-3000-0000-64010		Account #: 31-3000-0000-67130		
Description: Laboratory Supplies	\$3,534	Description: Terminals/PC's	\$3,534	
Current Balance: \$5,238				
Account #:		Account #:		
Description:		Description:		
Current Balance:				
Account #:	Sec.	Account #:		
Description:		Description:		
Current Balance:				
Account #:		Account #:		
Description:		Description:		
Current Balance:	. ~	· ·		
EASON FUNDS ARE AVAILABLE			_	
upplies for the health department water testing mount of water test bottles on hand, along with complete this transfer request.	g laboratory cost less tha h the other supplies need	n anticipated when the budget was prepared. led to conduct the water testing. This left suffi	We had a sufficient cient unexpended fund	
EASON TRANSFER IS NECESSA	ARV - RE SDECIEI	<u> </u>	**************************************	
nis computer equipment had been part of the guipment should be paid for out of the 2014 Hequipment purchased out of the 2014 budget.	2015 Health Department	Budget request: however, the county adminis-	trator stated this e cost of the computer	
SCAL NOTE:	300 <u>- 1</u>	ADMINISTRATIVE NOTE:		
afficient funds are available for transfer. مع المجاثرة	1412	Recommended.		
EQUIRED APPROVAL	DATE	COMMITTEE C	HAIR .	
Governing Committee		V		
Finance Committee				

TO: FINANCE DIRECTOR Requested By Planning & Devel	Oate <u>02/25/2015</u> opment partment	Colin Byrnes Department Hea	d
	partment	Department ried	· · · · · · · · · · · · · · · · · · ·
FROM:	AMOUNT	то:	AMOUNT
Account #: 64-6400-0000-61100		Account #: 64-6420-0000-61100	
Description: Planning - Reg. Wages	\$ 39,466	Description: Econ. Dev Reg. Wages	\$ 1,316.00
Current Balance: \$48,166			OSCILLATION OF THE PROPERTY OF
Account #: "		Account #: 64-6460-0000-68000	
Description:		Description: Hsng. Cl. Acct - Cost Allocation	\$ 38,150.00
Current Balance:			-
Account #:		Account #:	
Description:		Description:	
Current Balance:			
Account #:		Account #:	
Description:		Description:	
Current Balance:			
REASON FUNDS ARE AVAILABL	E FOR TRANSFEI	R - BE SPECIFIC	<u> </u>
Reduction in department staff.			
REASON TRANSFER IS NECESS	SARY - <u>BE SPECIF</u>	FIC TO THE PROPERTY OF THE PRO	
Economic Development - Over budget due to	1.5% raise to County sta	ff in 2014. / Development Program impeded the department's a	ahility to conduct
projects and generate administrative expense		·	is into the definition
		· ·	
FISCAL NOTE:		ADMINISTRATIVE NOTE:	
Sufficient funds are available for transfer. 🦂	136113	Recommended A 26-15	•
REQUIRED APPROVAL	DATE	COMMITTEE CHA	IR .
Governing Committee			
7 Finance Committee			

Requested By Surveyor	ne repluary 23	Jason Houle		
	Department		t Head	
FROM:	AMOUNT	TO:	AMOUNT	
Account #: 13-1730-0000-63100		Account #: 13-1730-0000-67160		
Description: Office Supplies & Exp.	\$2,283.00	Description: Cap Assets \$500-\$4,999	\$2,283.00	
Current Balance: \$8,016				
Account #:		Account #:		
Description:		Description:		
Current Balance:				
Account #:		Account #:		
Description:		Description:		
Current Balance:				
Account #:		Account #:		
Description:		Description:		
Current Balance:				
EASON FUNDS ARE AVAILABLE he funds will become available after approval ourchase of binders and this shelving unit.			to accommodate the	
EASON TRANSFER IS NECESSA	RY - BE SPECIF	FIC		
To purchase a shelving unit to hold 52 survey re				
	:			
ISCAL NOTE:	·	ADMINISTRATIVE NOTE:		
Sufficient funds are available for transfer. ゃく ンク	415	Recommended.		
REQUIRED APPROVAL	DATE	₩ <u>COMMITTEE</u>	<u>CHAIR</u>	
Governing Committee	ode and the state of the state			
7 Finance Committee				

COMMITTEE APPROVAL REPORT

02/25/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
05-1500-0000-68010 ENC ENC	EXP.ALL.OCATION	IS R1501346 R1501416	02/13/2015 02/20/2015	COMMERCE BANK (400.00 300.00
	Budget 0.00	YTD E 487	Exp 7.50	YTD Enc 49,012.50	Pending 700.00	Closing Balance (50,200.00)
		FINA	NCE DIRECTO	OR PROG TOTAL	700.00	

I have examined the preceding bills and encumbrances in the total amount of

\$700.00

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:	MAR U D ZUID	Dept Head	
	*		
1		Committee Chair	
	•	— — — — — — — — — —	

COMMITTEE APPROVAL REPORT

02/25/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES					
		P1500968	01/30/2015	EDCI		175.00
	Budget	YTD	Exp	YTD Enc	Pending	Closing Balance
· ·	64,375.00	1,077		10,002.98	175.00	53,120.00
07-1430-0000-62421	COMPUTER EQUI	P				
		P1501003	02/03/2015	DELL		181.99
	Budget	YTD I	Ехр	YTD Enc	Pending	Closing Balance
	9,000.00		3.16	1,500.00	181.99	6,711.85
07-1430-0000-62491	SOFTWARE MAIN	Г				
		P1500320	01/01/2015	ORACLE CORPORA	ATION	522.01
		P1501056	02/04/2015	SOLARWINDS INC		199.00
	Budget	YTD	Ξхр	YTD Enc	Pending	Closing Balance
	188,979.00	28,762	2.23	2,780.03	721.01	156,715.73
07-1430-0000-63407	COMPUTER SUPP					
ENC		R1501295	02/11/2015	AMAZON.COM		96.81
		P1501022	01/30/2015	CDW GOVERNMEN	T INC	163,25
	Budget	YTD I	≣xp	YTD Enc	Pending	Closing Balance
	26,379.00	49	9.02	1,156.70	260.06	24,913.22
07-1430-0000-64200	TRAINING EXP					
		P1500169	01/30/2015	CORE BTS INC		1,200.00
	Budget	YTD	∃xp	YTD Enc	Pending	Closing Balance
	43,000.00	1,758	3.35	25,641.65	1,200.00	14,400.00
07-1430-0000-67130	TERMINALS/PC'S	,			•	•
		P1500945	01/29/2015	CDW GOVERNMEN		1,826.59
		P1501023	01/30/2015	CDW GOVERNMEN	TINC	1,08 1 .38
	Budget	YTD F	≣хр	YTD Enc	Pending	Closing Balance
Rained diffusions and also generalized remitted frameworks and remitted on the second	60,000.00	5,019	9.10	1,933.91	2,907.97	50,139.02
	INF	ORMATION	ITECHNOLO	GY PROG TOTAL	5,446.03	
07 1450 0000 63400	D & M CEDV					
07-1450-0000-62400	R & M SERV	P1501097	01/28/2015	SPECTRATEK LAW	ENFORCEMENT TE	750.00
			_			
	Budget 72,017.00	YTD (44,939	•	YTD Enc 0.00	Pending 750.00	Closing Balance 26,327.57
07 4450 0000 0 (70)			, r v	0.00	, 00.00	20,027.01
07-1450-0000-64701	SOFTWARE PURC	H P1500736	01/15/2015	PICTOMETRY INTE	RNATIONAL CORP	16,036.75
		, ,555,55	5	The transfer of the transfer o		10,000.70
	Budget	YTD		YTD Enc	Pending	Closing Balance
They was the Proceed beautiful the and and Shield to play the contract of the	446,668.00	83,924	1.00	248,431.00	16,036.75	98,276.25
07-1450-0000-67130	TERMINALS/PC'S					

COMMITTEE: FE - INFORMATION TECHNOLOGY

COMMITTEE APPROVAL REPORT

02/25/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
		P1500941	01/28/2015	CDW GOVERNMEN	T INC	572.58
	Budget 86,731.00	YTD E 1,912	•	YTD Enc 10,071.11	Pending 572,58	Closing Balance 74,174.81
07-1450-0000-67143	IT CROSS CHARG	ES				
ENC		R1501344	02/13/2015	AMAZON.COM		379.99
ENC		R1501406	02/20/2015	AMAZON.COM		23.72
		P1500903	02/02/2015	EMLOGIS INC		3,360.00
		P1500942	01/28/2015	CDW GOVERNMEN	TINC	110.93
		P1501023	01/30/2015	CDW GOVERNMEN	Γ INC	1,081.38
	Budget 200,000.00	YTD E 9.012	•	YTD Enc 15,972.14	Pending 4,956,02	Closing Balance 170,059,13
	200,000.00			ES PROG TOTAL	22,315.35	170,000.10

I have examined the preceding bills and encumbrances in the total amount of \$27,761.38

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.

Date:	MAR 0 5 2013	Dept Head		
	•		•	
		Committee Chair		

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

COMMITTEE APPROVAL REPORT

02/25/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
14-1411-0000-63100	OFC SUPP & EXP					
		P1500404	01/09/2015	INTAB		203.52
·		P1501048	02/03/2015	ELECTION SYSTEM	S AND SOFTWARE	448.22
	Budget	YTD	Exp	YTD Enc	Pending	Closing Balance
	3,500.00		0.00	203.48	651.74	2, 644.78
14-1411-0000-63103	LEGAL FORMS	D4E00400	04/94/004#	LLINOIS OFFICE SI	IDDI V	1 661 55
1 · · · · · · · · · · · · · · · · · · ·		P1500406	01/31/2013	- ILLINOIS-OFFICE S	JEF-LT	1,661,55
• •	Budget	YTD	Exp	YTD Enc	Pending	Closing Balance
	17,000.00		0.00	0.00	1,661.55	15,338.45
***************************************			ELECTIO	NS PROG TOTAL	2,313.29	

I have examined the preceding bills and encumbrances in the total amount of

\$2,313.29

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:	MAR	0 5	2015	Dept Hear	3
				Committee Chai	r

COMMITTEE APPROVAL REPORT

02/25/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
15-1540-0000-63107	PUBL & LEGAL	P1501131	02/12/2015	BELOIT DAILY NEWS		161.59
	Budget 200.00	YTD (Exp 0.00	YTD Enc 0.00	Pending 161.59	Closing Balance 38.41
15-1540-0000-67160	CA \$500-\$4,999	P1403716	02/05/2015	HENRICKSEN		11,659.18
	Budget 0.00	YTD (Exp 0.00	YTD Enc 0.00	Pending 11,659.18	Closing Balance (11,659.18)
, and a second s		COUN	TY TREASUR	ER PROG TOTAL	11,820.77	

I have examined the preceding bills and encumbrances in the total amount of

\$11,820.77

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:	MAR	0 5	2015	. "	Dept Head			
					Committee Chair			

APPROVAL OF BILLS OVER \$10,000.00

Rock County

03/03/2015

RESOLUTION NO.		emicanos de deciminado de la composição de	AGENDA NO.	
NITIATED: FI	INANCE DIRECTOR			
			HE FOLLOWING BILLS OVER \$10,000 AS IM TO BE PROPER AND WITHIN BUDGET.	
<u> </u>	AR 1 2 2015	APPROVES PAYMENT AN	BOARD OF SUPERVISORS AT ITS REGULAR ID AUTHORIZES AND DIRECTS THE COUNTY	
COUNT	Y TREASURER TO PAY T	HE SAME.		
PO Number P1403716	<u>Department Name</u> CO TREASURER	<u>Program Name</u> CO.TREASURER	<u>Vendor Name</u> HENRICKSEN	<u>Claim Amount</u> 11,659.18
P1500086	DD BOARD	D.D.BOARD	DUNGARVIN WISCONSIN LLC	10,659.10
P1500362	SHERIFF	CORR.FACILITY	BOB BARKER COMPANY INC	13,828.05
P1500736	INFORMATION TECH	IT-CROSS CHARGES	PICTOMETRY INTERNATIONAL CORP	16,036.75
P1501008	911 COMM.	911 OPERATIONS	WISCONSIN DEPARTMENT OF JUSTIC	11,586.00
			RESPECTFULLY SUBMITTED,	
EGAL NOTE	:		FINANCE COMMITTEE	
HE COUNTY I	 BOARD RULE CITED REQ! RD TO EXAMINE AND SET	w w		
CLAIMS OVER	\$10,000.00.	•		
EFFREY S. K	•	-		
		-		
FISCAL NOTE Above Listed	E:) CLAIMS ARE FULLY FUN		ADMINISTRATIVE NOTE: RECOMMENDED	
SHERRY OJA INANCE DIRE			JOSH SMITH, COUNTY ADMINISTRATOR	

APPROVAL OF ENCUMBRANCES OVER \$10,000.00

Rock County

03/03/2015

	RESOLUTION NO.		AGENDA NO.		
NITIATED: FI	NANCE DIRECTOR				
			THE FOLLOWING ENCUMBRANCES OVER \$ EM TO BE PROPER AND WITHIN BUDGET.	10,000 AS	
MAR	1 2 2015	APPROVES PAYMENT	Y BOARD OF SUPERVISORS AT ITS REGUL AND AUTHORIZES AND DIRECTS THE COUN PTANCE BY THE DEPARTMENT HEAD.		
PR number	Department Name	Program Name	<u>Vendor Name</u>	Claim Amount	
R1501316	SHERIFF	SHERIFF'S VEHIC.	EWALD AUTOMOTIVE GROUP	24,722.00	
LEGAL NOTE THE COUNTY	E: BOARD RULE CITED REC RD TO EXAMINE AND SE	QUIRES THE	PPROVED AND CHECKED BY THE GOVERN RESPECTFULLY SUBMITTED, FINANCE COMMITTEE	ING COMMITTEES.	
JEFFREY S. I CORPORATIO					
FISCAL NOT ABOVE LISTEI	E: D CLAIMS ARE FULLY FU	NDED.	ADMINISTRATIVE NOTE: RECOMMENDED		
SHERRY OJA FINANCE DIRE	•		JOSH SMITH, COUNTY ADMINISTRATOR		

PURCH	ASE	ORDER	NUM	IBER

P1500707

PEID

034691

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

DATE	February 25, 2015			
DEPARTMENT	DD Board			
COMMITTEE	Rock County DD Board			
VENDOR NAME	Independent Disability Service - Fiscal Agent			
ACCOUNT NUMBER	33-3310-0000-62604			
FUNDS DESCRIPTION	CIP 1B			
AMOUNT OF INCREASE	\$ <u>11,250</u>			
INCREASE FROM \$ 29	92,850 TO \$304,100			
ACCOUNT BALANCE AV	AILABLE \$4,575,174 SB 02/25/15			
REASON FOR AMENDME	Adjustment to reflect 2015 rates in the Fiscal			
Agent Program.				
	APPROVALS			
GOVERNING COMMITTE	E Chair Date			
FINANCE COMMITTEE (If over \$10,000)	Chair Date			
COUNTY BOARD (If over \$10,000)	Resolution # Adoption Date			

PEID

012080

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) and Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE	February 25, 2015				
DEPARTMENT	DD Board				
COMMITTEE	Rock County DD Board				
VENDOR NAME	Creative Community Living Services Inc.				
ACCOUNT NUMBER	33-3310-0000-62604				
FUNDS DESCRIPTION	CIP 1B				
AMOUNT OF INCREASE	\$ 30,144				
INCREASE FROM \$2,2	295,495 TO \$2,325,639				
ACCOUNT BALANCE AVA	AILABLE \$ 4,563,924 SB 02/25/15				
REASON FOR AMENDME	NT One new client moving into residential services.				
	APPROVALS				
GOVERNING COMMITTEE	Chair Date				
FINANCE COMMITTEE (If over \$10,000)	Chair Date				
COUNTY BOARD	Resolution # Adoption Date				

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

DATE February 20, 2015				
DEPARTMENT	DD Board			
COMMITTEE	Rock County DD Board			
VENDOR NAME	REM Wisconsin III Inc.			
ACCOUNT NUMBER	33-3310-0000-62604			
FUNDS DESCRIPTION	CIP 1B	· · · · · · · · · · · · · · · · · · ·		
AMOUNT OF INCREASE	\$ 106,100			
INCREASE FROM \$56	1,584 TO	\$ 667,684		
ACCOUNT BALANCE AVA	AILABLE \$4,683,787	SB 02/20-15		
REASON FOR AMENDME	NT The increase is the result of	of one new client		
moving into residential ser	vices.			
	APPROVALS			
GOVERNING COMMITTE	E Chair	Date		
FINANCE COMMITTEE (If over \$10,000)	Chair	Date		
COUNTY BOARD (If over \$10,000)	Resolution #	Adoption Date		

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

DATE	February 25, 2015			
DEPARTMENT	DD Board			
COMMITTEE	Rock County DD Board			
VENDOR NAME	Dungarvin Wisconsin LLC			
ACCOUNT NUMBER	33-3310-0000-62604			
FUNDS DESCRIPTION	CIP 1B			
AMOUNT OF INCREASE	\$ <u>635,122</u>			
INCREASE FROM \$70	05,566 TO \$1,340,688			
ACCOUNT BALANCE AV	AILABLE \$4,533,780 SB 02/25/15			
REASON FOR AMENDME	ENT The increase is the result of one client moving			
into residential services fro	om an institution and an adjustment to reflect 2015 rates.			
	APPROVALS			
GOVERNING COMMITTE	EE Chair Date			
FINANCE COMMITTEE (If over \$10,000)	Chair Date	-		
COUNTY BOARD (If over \$10,000)	Resolution # Adoption Date			

PEID

021141

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) and Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE	February 16, 2015
DEPARTMENT	DD Board
COMMITTEE	Rock County DD Board
VENDOR NAME	REM Wisconsin II Inc.
ACCOUNT NUMBER	33-3310-0000-62604
FUNDS DESCRIPTION	CIP 1B
AMOUNT OF INCREASE	\$ _{171,367}
INCREASE FROM \$3,9	941,688 TO \$4,113,055
ACCOUNT BALANCE AVA	AILABLE \$5,163,997 SB 02/16/15
REASON FOR AMENDME	NT Adjust contract to reflect 2015 care rates for
current residential clients.	
	APPROVALS 2/25/15
GOVERNING COMMITTE	
FINANCE COMMITTEE (If over \$10,000)	Chair Date
COUNTY BOARD	Resolution # Adoption Date

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

DATE	February 12, 2015
DEPARTMENT	DD Board
COMMITTEE	Rock County DD Board
VENDOR NAME	REM Wisconsin Inc
ACCOUNT NUMBER	33-3310-0000-62604
FUNDS DESCRIPTION	CIP 1B
AMOUNT OF INCREASE	\$ 308,843
INCREASE FROM \$0	TO \$308,843
ACCOUNT BALANCE AVA	SB 02/12/15
REASON FOR AMENDME	NT One current client moving into residential services
and monthly care rate is ov	ver \$10,000.
	APPROVALS
GOVERNING COMMITTEE	Chair Pen 2/25/15
FINANCE COMMITTEE (If over \$10,000)	Chair Date
COUNTY BOARD (If over \$10,000)	Resolution # Adoption Date