



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, December 28, 2011 – 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 December 14, 2011 *
4. Citizen Participation
5. Approval of Contracts, Transfers, and/or Encumbrances * – Ms. Mooren
6. Approval of Bills – Ms. Mooren
7. Resolution to Recognize Karla Walker Nitz's Retirement * – Ms. Thompson
8. Director's Report *
 - W2 / ES Caseload
9. Committee Requests for Future Agenda Items
- 10 Next meeting: Wednesday, January 11, 2011 at 4:30 p.m. at the *Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.*
11. 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.

12/9/11

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.

12-088

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

Human Services Department Sara Mooren x8431
Originating Department Contact Person Phone

Contract with: MERCY OPTIONS CCI
(Name of entity)

Contract Period: Start Date: 1/1/2012 Expiration Date: 12/31/2012

Contract Amount: \$ Rate x Number of approved clients

SERVICE	RATE	UNIT	CHANGE FROM PRIOR YEAR
Residential Care Centers	\$285.00	Day	0%
Short-Term Intensive Residential*	\$315.00	Day	0%
Respite*	\$160.00	Day	+23%
Respite Hourly*	\$40.00	Hour	New

* Indicates services requiring special approval

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services – Substitute Care
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 State rather than the County now negotiates the rates with each agency based on a universal standard. The 2012 County Adopted Budget includes the following funds for substitute care:

Child Protective Services:		Juvenile Justice Services:	
1,928,255	Foster homes II-V	\$241,310	Foster homes II-V
391,563	Group homes	\$255,334	Group homes
<u>1,842,764</u>	Residential Care Centers	<u>\$979,472</u>	Residential Care Centers
<u>\$4,162,582</u>	Total	<u>\$1,478,756</u>	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

NEW 12-088 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. 881324

Contract between Rock Co. Human Services Dept. and Mercy Options CCI for Residential Care Centre
Short-Term Intensive Residential and Respite for period of 1/1/12 - 12/31/12.
Contract Amount: Rate x no. of approved clients

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

Total Fiscal Impact & Source of Funds:

[Signature] 12/14/11
 Signature Date
[Signature] 12/14/11
 Purchasing Manager Date

Sufficient funds available
in SH&D 2012 budget
[Signature] 12/14/11
 Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services Yellow - Issuing Dept. Pink - County Clerk

12/12/11

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.

12-090

New Contract: (Check box if yes)

or,

Amendment to Contract # _____

or,

Addendum to Contract # _____

Human Services Department
Originating Department

Sara Mooren
Contact Person

x8431
Phone

Contract with: NORTHWEST PASSAGE, LTD
(Name of entity)

Contract Period: Start Date: 1/1/2012 Expiration Date: 12/31/2012

Contract Amount: \$ Rate x Number of approved clients

SERVICE	RATE	UNIT	CHANGE FROM PRIOR YEAR
Residential Care Centers	\$285.00	Day	0%
RCC-Girls (Passage 3)	\$290.00	Day	+2%
RCC - 30-Day Assessment	\$300.00	Day	+3%
RCC - Behavior Stabilization and Intervention*	\$245.00	Day	0%
Intensified Residential Care*	\$350.00	Day	0%

* Indicates services requiring special approval

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services - Substitute Care
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 State rather than the County now negotiates the rates with each agency based on a universal standard. The 2012 County Adopted Budget includes the following funds for substitute care:

Child Protective Services:		Juvenile Justice Services:	
1,928,255	Foster homes II-V	\$241,310	Foster homes II-V
391,563	Group homes	\$255,334	Group homes
<u>1,842,764</u>	Residential Care Centers	<u>\$979,472</u>	Residential Care Centers
<u>\$4,162,582</u>	Total	<u>\$1,478,756</u>	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

NEW 12-090 AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. SS1325

Contract between Rock Co. Human Services Dept. and Northwest Passage LTD for Residential Care Centers, ECC, and intensified Residential Care for period of 1/1/12 - 12/31/12.
Contract Amount: Rate x no. of approved clients.

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

Total Fiscal Impact & Source of Funds:

Anthony S. Knight 12/14/11
Signature Date

James C. [Signature] \$1324

John J. Miller 12/14/11
Purchasing Manager Date

[Signature] 12/14/11
Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services

Yellow - Issuing Dept.

Pink - County Clerk

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.

12-092

New Contract: (Check box if yes)

or,

Amendment to Contract # _____

or,

Addendum to Contract # _____

Human Services Department
Originating Department

Sara Mooren
Contact Person

x8431
Phone

Contract with: RAWHIDE, INC.
(Name of entity)

Contract Period: Start Date: 1/1/2012

Expiration Date: 12/31/2012

Contract Amount: \$ Rate x Number of approved clients

SERVICE	RATE	UNIT	CHANGE FROM PRIOR YEAR
Residential Care Center	\$294.00	Day	0%
120-Day Program (RCC)	\$294.00	Day	0%
Group Home	\$186.84	Day	0%
TFC Admin. (Levels 3-5)	\$1,931.46	Month	-2.5%
Starr Academy School*	\$45.00	Day	New

*Indicates services requiring special approval

Expenditure/ Revenue Account Numbers: 36-3638-0000-64604 Child Protective Services – Substitute Care

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 State rather than the County now negotiates the rates with each agency based on a universal standard. The 2012 County Adopted Budget includes the following funds for substitute care:

Child Protective Services:

1,928,255	Foster homes II-V
391,563	Group homes
<u>1,842,764</u>	Residential Care Centers
\$4,162,582	Total

Juvenile Justice Services:

\$241,310	Foster homes II-V
\$255,334	Group homes
<u>\$979,472</u>	Residential Care Centers
\$1,478,756	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

NEW 12-092. AMENDMENT TO: _____

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. 881326

~~Contract between Rock Co. Human Services Dept. and Rawhide Inc. for Residential Care Centers; RGC; Group Home; TFC Admin. and Starr Academy School for period of 1/1/12 - 12/31/12. Contract Amount: Rate x no. of approved clients.~~

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

Total Fiscal Impact & Source of Funds:

[Signature] 12/14/11
Signature Date

[Signature] 1324

[Signature] 12/14/11
Purchasing Manager Date

[Signature] 12/14/11
Finance Director Date

No Central Purchasing Involvement

Purchasing Procedure Followed

White - General Services

Yellow - Issuing Dept.

Pink - County Clerk

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve
INITIATED BY



Jennifer Thompson
DRAFTED BY

Human Service Board
SUBMITTED BY

December 15, 2011
DATE DRAFTED

TO RECOGNIZE KARLA WALKER NITZ

1 **WHEREAS**, Karla Walker Nitz has served the citizens of Rock County for over thirty-two
2 (32) years as a dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Karla Walker Nitz began her career on May 17, 1979 as a Social Worker at
5 Rock Haven Nursing Home. While working at the nursing home, she completed assessments
6 with individuals being admitted to the nursing home as well as assisted in discharge planning.
7 In 1981, Ms. Nitz accepted a position at the Health Care Center in the Gero-psychiatric Unit.
8 Again, Ms. Nitz used her Social Work skills to work with residents in this unit with chronic
9 mental illness and difficult behaviors by setting up treatment plans tailored to each behavior.
10 She was also the units Qualified Mental Health Professional. In 1985 Ms. Nitz took her
11 expanded knowledge of mental illness and continued her career in Rock County in the
12 Psychiatric Hospital working with individuals on emergency detentions at the hospital;
13 specifically assessing and monitoring residents with the goal of stabilizing them so that they
14 may go back into the community and live independently. Ms. Nitz also completed the nursing
15 home assessments with mentally ill patients under the Omnibus Budget Reconciliation Act of
16 1987 (OBRA-87). OBRA-87 assessments put an emphasis on residents' quality of life and
17 care at the nursing home. Finally in 1993, Ms. Nitz became the Chapter 54/55 Court Services
18 worker under the Human Services Department. For the last 18+ years, Ms. Nitz has helped
19 individuals retain any rights appropriate and assisted county and private attorneys through the
20 guardianship and protective placement processes. Her broad knowledge of mental illness and
21 her understanding of state statutes have benefited Rock County for the last 32 years. Ms. Nitz
22 will be retiring from Rock County Department of Human Services on December 31, 2011;
23 and,
24

25 **WHEREAS**, Karla Walker Nitz has proven herself to be a compassionate, caring, and
26 committed employee, advocating on behalf of Rock County residents; and,
27

28 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
29 County, wishes to recognize Karla Walker Nitz for her achievements and significant
30 contributions to the citizens of Rock County and her lifelong and faithful service.
31

32 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
33 duly assembled this _____ day of _____, 2011, does hereby recognize Karla
34 Walker Nitz for her 32 years of service and extend best wishes to her in her future endeavors;
35 and,
36

37 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish
38 a copy of this resolution to Karla Walker Nitz.

RECOGNIZING KARLA WALKER NITZ

Page 2

Rock County Human Services Board

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Terry Fell

Robert Fizzell

Kathy Kelrn

Phillip Owens

Terry Thomas

Marvin Wopat

Vacant

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Ivan Collins

Marilynn Jensen

Louis Peer

Kurtis L. Yankee

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, December 28, 2011**

HSD MANAGEMENT TEAM MEETING – December 13, 2011

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Praise and Recognition**
- **HSD Work Rules**
- **Social Media Policy (No. 0165)**
- **Bulletin Board Job Vacancy Postings**

INFORMATION ITEMS

- **HSD Board Agenda**
- MEETING WRAP-UP

HSD MANAGEMENT TEAM MEETING – December 20, 2011

Meeting Cancelled
