



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, September 24, 2014 – 4:30 P.M.**

**Election of Chair for 9/24/14 meeting only:** Mr. Boutwell advised both Chair Knudson and Vice Chair Weaver-Landers were absent from the meeting, and a Chairperson needed to be established. Supervisor Fell nominated Supervisor Thomas to Chair the meeting, seconded by Supervisor Grahn with unanimous approval. APPROVED.

**Call to Order:** Chair Thomas called the meeting to order at 4:32 p.m. on Wednesday, September 24, 2014, in the Shelter Care room at the Rock County Youth Services Center, Janesville, Wisconsin.

**Committee Members Present:** Terry Fell, Supervisor (out at 5:15 p.m.); Kathy Schulz, Supervisor; Linda Garrett, Supervisor; Shirley Williams, Citizen Representative; Terry Thomas, Supervisor; Ashley Kleven, Citizen Representative; and William Grahn, Supervisor.

**Committee Members Absent:** Brian Knudson, Supervisor; and Sally Jean Weaver-Landers, Citizen Representative.

**Staff Present:** Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Division Manager; Tim Zuehlke, Controller; Lance Horozewski, CYF Division Manager; Amanda Galaviz, YSC Superintendent, Terrell Robinson, YSC Deputy Superintendent; and Carrie Gerber, Youth Specialist.

**Others Present:** None.

**Approval of Agenda:** Supervisor Grahn moved the agenda to the floor, seconded by Supervisor Fell. Supervisor Garrett requested a copy of the Rock County Diversity Action Statement and Plan that Mr. O'Connell referenced at the last meeting. All Board members will be given a copy. The Agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of September 10, 2014:** Supervisor Grahn moved the minutes to the floor, seconded by Supervisor Garrett. The minutes were unanimously approved. APPROVED.

**Citizen Participation:** None.

**Approval of Contracts, Transfers, and/or Encumbrances:** Supervisor Fell moved two encumbrances and three contracts to the floor, seconded by Citizen Representative Kleven. Ms. Mooren highlighted a new contract with a LTS provider. Ms. Mooren and Mr. Boutwell responded to questions and advised that Ms. Thompson, ADRC/LTS Division Manager will be able to address questions in detail at a future meeting. Supervisor Grahn requested the address of Energy Services. The encumbrances and contracts were unanimously approved. APPROVED.

**Approval of Bills:** Mr. Zuehlke presented the bills for approval and responded to questions. Mr. Zuehlke distributed a handout listing invoices that were paid out of incorrect accounts. He requested approval to remove the invoices from the encumbrance and shift the invoices to the correct accounts.

ADM	47,148.47	CYF	12,670.96
AODA	34,988.25	CPS	963.52
MH	30,000.00	ADM	2,134.14
CPS	1,066.50		

Supervisor Fell moved the bills to the floor, seconded by Supervisor Grahn. The bills were unanimously approved. APPROVED.

**Praise and Recognition- YSC Art Program:** Mr. Horozewski explained the Creative Arts Program is a core piece of the YSC programming. The age range of youth served at the YSC is 9 years to 17 years of age. He introduced Carrie Gerber, Youth Specialist, and explained her hard work and leadership along with her passion for the Art Program has been a great asset.

Ms. Gerber explained the Wisconsin Arts Board grant has made it possible to purchase six cameras, three laptops and other items. The micro camera has been a great success with many youth, and she displayed the pictures taken with it. She advised this week youth worked on Pocket Sketching and explained the technique was known as a quick free hand drawing. Ms. Gerber wants to start selling artwork to put funds back into the Art program. She hopes to expand the program and she does seek out donations in the community. Ms. Gerber and Mr. Horozewski responded to questions. On October 2, 2014 the YSC youth artwork will be displayed at the Beloit Incubator. Citizen Representative Williams is aware the City of Beloit is collaborating on building a Youth Center and suggested contacting them.

**Resolution Awarding the Contract for Wisconsin Home Energy Assistance Program (WHEAP) Services and Amending the 2014 Budget:** Supervisor Fell moved the resolution to the floor, seconded by Supervisor Garrett. Mr. Boutwell explained the resolution is to accept funding from the State and pass the funds to Energy Services to administer the program. Mr. Boutwell responded to questions. The resolution was unanimously approved. APPROVED.

**Tour of Outdoor Recreational Yard:** Mr. Horozewski guided a tour of the YSC and Outdoor Recreational Yard. He explained the goal is to keep youth in a routine much like when they return home including attending school via the YSC classroom.

**Director's Report:** None.

**Committee Requests for Future Agenda Items:** Supervisor Grahn asked when Jean Randles from HealthNet is coming to the County Board. Supervisor Schulz noted she met with Jean Randles but the date has not been confirmed.

Citizen Representative Williams and Supervisor Garrett asked for the actual Affirmative Action document the HR Director is using that referenced the term Afro-American. The concern is it is not a correct Federal term. If incorrect it would be appropriate to remove it from public presentations. If correct, then please report back with the report referenced. Supervisor Garrett requested the Rock County Diversity as a future agenda item. Mr. Boutwell advised Rock County Diversity is going to be an agenda item for the October 22<sup>nd</sup>, 2014 HSD Board meeting. He advised Mr. O'Connell will be able to address the questions directly at the meeting, but he will contact Mr. O'Connell about this ahead of time.

**Next Meeting:** Wednesday, October 8, 2014 at 4:30 p.m., at the Rock County Health Care Center, in the 3<sup>rd</sup> Conference room, Janesville, Wisconsin.

**Adjournment:** Supervisor Fell motioned to adjourn, seconded by Supervisor Garrett with unanimous approval at 6:00 p.m.

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Jodi Parson, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**