

## 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, July 22, 2015 – 4:30 p.m.

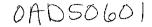
## Job Center, Room D/E, Janesville

#### **AGENDA**

- 1. Call Meeting to Order
- 2. Approval of Agenda
- 3. Approval of Minutes of Human Services Board Meeting of July 8, 2015 \*
- 4. Citizen Participation
- 5. Submission of Committee Requests
- 6. Approval of Contracts, Transfers, and/or Encumbrance Ms. Mooren
- 7. Approval of Bills \* Mr. Zuehlke
- 8. Vacant Nursing Home Building General Services Mr. Leu
- 9. Authorization to Purchase YSC Furniture \* Mr. Horozewski
- 10. 2014 Annual Report Economic Support Ms. Heim
- 11. Director's Report \*
  - Budget Updates
- 12. Next Meeting: Wednesday, August 12, 2015 at 4:30 p.m. at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, in Janesville, Wisconsin.
- 13. Adjourn

Public Hearing at 6:00 p.m., Rock County Job Center, Room K





#### **COMMITTEE APPROVAL REPORT**

07/15/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
36-3700-0000-62119	OTHER SERVICES					
36-3700-0000		P1500551	06/30/2015	KEALEY PHARMACY		1,258,65
36-3700-1331		P1500549	06/30/2015	JANESVILLE PSYCHIA	TRIC CLINIC	3,010,00
36-3700-1331		P1500554	06/30/2015	LUTHERAN SOCIAL SE	RVICES	1,476.25
36-3700-1331		P1500631	06/30/2015	CROSSROADS COUNS	ELING CENTER	620.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
AODA BLOCK GRANT	224,912.00	1	93,303.67	3,015.00	6,364.90	22,228.43
36-3704-0000-62119	OTHER SERVICES					
36-3704-1331		P1500554	06/30/2015	LUTHERAN SOCIAL SE	RVICES	245.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
IDP	151,700.00		2,622.50	0.00	245.00	148,832,50
36-3707-0000-64604	PROGRAM EXPENS	SE				
36-3707-0000		P1501354	06/30/2015	MOVING ON LLC		472.50
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CCS	48,935.00		3,313.83	0.00	472.50	45,148.67

I have examined the preceding bills and encumbrances in the total amount of \$7,082.40 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

Date:	Dept Head	
	Committee Chair	

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.



#### **COMMITTEE APPROVAL REPORT**

07/15/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
36-3603-0000-64908 36-3603-3015	CONTRIBUTIONS		07/13/2015	ROCK COUNTY HUMA	N SERVICES DEP	150.00
SPECIAL HSD	Budget 8,000.00		YTD Exp 2,631.16	YTD Enc 374.75	Pending 150.00	Closing Balance 4,844.09
36-3634-0000-64604 36-3634-1803 36-3634-1814	PROGRAM EXPENSE		07/13/2015 07/13/2015	ROCK COUNTY HUMA ROCK COUNTY HUMA		200.00 20.00
CPS	Budget 107,748.00		YTD Exp 85,052.42	YTD Enc 9,545.71	Pending 220.00	Closing Balance 12,929.87
36-3686-0000-44176 36-3686-0000	TAX INTERCEPT		07/13/2015	ROCK COUNTY HUMAN SERVICES DEP		299,65
DETOX SERVICES	Budget 12,500.00		YTD Exp (1,574.30)	YTD Enc 0.00	Pending 299.65	Closing Balance 13,774.65
36-3699-0000-64604 36-3699-0000	PROGRAM EXPENSE		07/13/2015	ROCK COUNTY HUMA	N SERVICES DEP	300.00
FAMILY SUPPORT P	Budget 117,853.00		YTD Exp 25,924.64	YTD Enc 424.98	Pending 300.00	Closing Balance 91,203.38
36-3713-0000-64604 36-3713-2015 36-3713-2016	PROGRAM EXPENSE		07/13/2015 07/13/2015	ROCK COUNTY HUMAN SERVICES DEP ROCK COUNTY HUMAN SERVICES DEP		85,00 85,00
SHELTER PLUS	Budget 14,220.00		YTD Exp 4,506,50	YTD Enc 4,181.01	Pending 170,00	Closing Balance 5,362.49

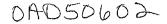
I have examined the preceding bills and encumbrances in the total amount of \$1,139.65 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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**

07/15/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
36-3700-0000-62119 36-3700-0000	OTHER SERVICES	P1500551	06/30/2015	KEALEY PHARMACY		1,358.75
AODA BLOCK GRANT	Budget r 224,912.00		YTD Exp 98,309,82	YTD Enc 3,015.00	Pending 1,358.75	Closing Balance 22,228,43

I have examined the preceding bills and encumbrances in the total amount of \$1,358.75

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**

07/15/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
36-3602-0000-62119 36-3602-0000	OTHER SERVICES	P1500670	06/25/2015	OFFICE PRO		277.59
OVERHEAD	Budget 32,037.00		YTD Exp 4,766.15	YTD Enc 2,045.44	Pending 277.59	Closing Balance 24,947.82
36-3602-0000-63100 36-3602-0000	OFC SUPP & EXP	P1500540	05/28/2015	E AND D WATER WORKS	INC	40.25
OVERHEAD	Budget 74,288.00		YTD Exp 20,748.38	YTD Enc 40.25	Pending 40,25	Closing Balance 53,459.12
36-3603-0000-64605 36-3603-0000	NON-REIMB EXP	P1502183	07/01/2015	AMERICAN AWARDS AND	PROMOTIONS	34,95
SPECIAL HSD	Budget 6,500.00		YTD Exp 1,716.85	YTD Enc 0.00	Pending 34.95	Closing Balance 4,748,20
36-3603-0000-64908 36-3603-3001 36-3603-3011 36-3603-3012	CONTRIBUTIONS	P1502464 P1502512 P1502512	07/09/2015	WISCONSIN FAMILY TIES SCHAFER,ERICA SCHAFER,ERICA		192,00 89,33 93,42
SPECIAL HSD	Budget 8,000.00		YTD Exp 2,781.16	YTD Enc 0.00	Pending 374.75	Closing Balance 4,844.09
36-3634-0000-62119 36-3634-5014 36-3634-5014	OTHER SERVICES	P1502513 P1502514		META HOUSE META HOUSE		3,600.00 3,600.00 Horster coming
CPS	Budget 109,990.00		YTD Exp 182,935.81	YTD Enc 17,000.00	Pending 7,200.00	Closing Balance (97,145,81)
36-3634-0000-63300 36-3634-0000	TRAVEL		07/10/2015	MAGRATH,LAUREN		156.98
CPS	Budget 185,000.00		YTD Exp 100,900.10	YTD Enc 0.00	Pending 156.98	Closing Balance 83,942.92
36-3634-0000-64604 36-3634-1731	PROGRAM EXPENS	SE	06/30/2015	GOEDE,RICHARD H		4,55
CPS	Budget 107,748,00		YTD Exp 85,272.42	YTD Enc 9,545.71	Pending 4.55	Closing Balance 12,925.32
36-3646-0000-62119 36-3646-5015	OTHER SERVICES	P1500542	06/30/2015	FOUNDATIONS COUNSELI	NG CENTER	835,61
JUVENILE JUSTICE	Budget 185,613.00		YTD Exp 71,248.03	YTD Enc 20,104.16	Pending 835.61	Closing Balance 93,425.20
36-3659-0000-62119 36-3659-0000	OTHER SERVICES	P1502515	06/26/2015	MARTYNA,BRYN L		2,979.00
DMC	Budget 0.00		YTD Exp 15,420,57	YTD Enc 0.00	Pending 2,979.00	Closing Balance (18,399.57)

COMMITTEE: SS - HUMAN SERVICES

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## **COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
36-3664-0000-63400	OPERATING SUPP	Ll	00/00/0047	OFFINED OARDIE		0.4.0.**
36-3664-0000			06/29/2015	GERBER,CARRIE		24.25
YOUTH SERVICES	Budget 44,734.00		YTD Exp 21,968,29	YTD Enc 10,440.47	Pending 24.25	Closing Balance 12,300.99
36-3683-0000-64604	PROGRAM EXPEN	SE				
36-3683-0000 36-3683-0000		P1500540 P1502516	07/01/2015 07/09/2015	E AND D WATER WORKS ROCK COUNTY SENIOR F		41.25 91.00
ADRC	Budget 30,000.00		YTD Exp 10,407.55	YTD Enc 3,740.13	Pending 132.25	Closing Balance 15,720.07
36-3689-0000-64604	PROGRAM EXPEN	SE			**************************************	
36-3689-0002 36-3689-0004 36-3689-1221		P1500561 P1500551 P1502463	06/02/2015 06/11/2015 07/02/2015	NORTHERN TOWN MOTE KEALEY PHARMACY CUNNINGHAM,LORI D	<u>.</u> _	350,00 23,95 1,231.00
CRISIS	Budget 421,300.00		YTD Exp 135,930.06	YTD Enc 373.95	Pending 1,604.95	Closing Balance 283,391.05
36-3690-0000-64200	TRAINING EXP	-			,	
36-3690-0000 36-3690-5033	*:	P1502348 P1502461	06/18/2015 06/30/2015	PESI WILGOCKI MS SC.JENNIF	ER	379.98 375.00
OUTPATIENT SER	Budget 48,170.00		YTD Exp 15,738.25	YTD Enc 50,00	Pending 754.98	Closing Balance 31,626.77
36-3694-0000-62119	OTHER SERVICES					
36-3694-0000		P1502542	05/31/2015	COMMUNITY ACTION INC	OF ROCK &	8,384.20
AODA INNER CITY	Budget 46,500.00		YTD Exp 16,478.38	YTD Enc 0.00	Pending 8,384.20	Closing Balance 21,637.42
36-3696-0000-62176 36-3696-0000	LABORATORY	P1500572	06/15/2015	REDWOOD BIOTECH	,	204.28
TAP	Budget 24,000.00		YTD Exp 0.00	YTD Enc 204.27	Pending 204,28	Closing Balance 23,591.45
36-3700-0000-62119 36-3700-1326	OTHER SERVICES	P1500585	06/30/2015	TELLURIAN UCAN INC		4,785.00
	Budget		YTD Exp	YTD Enc	Pending	"
AODA BLOCK GRAN			199,668,57	7,800.00	4,785.00	Closing Balance 12,658.43
36-3701-0000-64604 36-3701-0000 36-3701-0000	PROGRAM EXPENS	SE P1500551 P1500640	06/10/2015 06/30/2015	KEALEY PHARMACY SRB PROPERTY MANAGE	MENT LLC	254.55 600.00
JUSTICE&MH COLLA	Budget 0.00	•	YTD Exp 1,156.55	YTD Enc 2,011.06	Pending 854.55	Closing Balance (4,022.16)
36-3702-0000-62176 36-3702-0000	LABORATORY	P1500572	06/15/2015	REDWOOD BIOTECH		600,83

COMMITTEE; SS - HUMAN SERVICES

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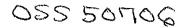
# COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
DRUG COURT	Budget 64,000.00		YTD Exp 13,884.02	YTD Enc 600.83	Pending 600.83	Closing Balance 48,914.32
36-3702-0000-64604	PROGRAM EXPEN	ISE	AN AL		**************************************	
36-3702-0000		P1500540	07/01/2015	E AND D WATER WORKS	SINC	24.00
36-3702-0000		P1500551	06/30/2015	KEALEY PHARMACY	, ,,,,	67.95
36-3702-0000		P1501286	06/25/2015	CHARTER COMMUNICAT	TIONS	84.40
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
DRUG COURT	31,223.00		16,064.54	5,617.85	176,35	9,364.26
36-3703-0000-64604	PROGRAM EXPEN	ISE				
36-3703-2015		P1502438	06/30/2015	SUBWAY		500.00
36-3703-2015		P1502439	06/30/2015	DAIRY QUEEN		500.00
36-3703-2015		P1502447	06/19/2015	CORRECTIONAL COUNS	ELING INC	15.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
IDP ENHAN GRANT	24,090.00		12,819.30	2,172.79	1,015.00	8,082.91
36-3704-0000-62176	LABORATORY					
36-3704-0000		P1500572	06/15/2015	REDWOOD BIOTECH		396,55
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
IDP	40,000.00		17,949.64	18,096.17	396,55	3,557.64
36-3730-0000-62400	R & M SERV					
36-3730-1000		P1500524	06/08/2015	AARONS LOCK AND SAF	E INC	49.75
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
JOB CENTER	137,291.00		9,242.41	2,847.76	49.75	125,151.08

# COMMITTEE APPROVAL REPORT

07/15/2015

Account Number	Account Name	PU#	mv Date	vendor Name	Inv/Enc Amt
Claims covering the A. Bills and encumb B. Bills under \$10,0	orances over \$10,000	have been referred to	previously fur the Finance Co	nded. These items are to be tre committee and County Board.	eated as follows:
Date:		D	ept Head		
		Commit	tee Chair		



#### **COMMITTEE APPROVAL REPORT**

07/15/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
36-3634-0000-64604	PROGRAM EXPEN	SE				
36-3634-1802			07/13/2015	DABSON,AMANDA		1,140.00
36-3634-1803			07/13/2015	MOTEL 6		207.96
36-3634-1803		P1500561	07/13/2015	NORTHERN TOWN MOTEL		1,470,00
36-3634-1803		P1500639	07/13/2015	SHOPKO INC #130		25.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
CPS	107,748,00		82,429.46	9,545.71	2,842.96	12,929.87
36-3646-0000-64604	PROGRAM EXPEN	SE				
36-3646-5016		P1500577	07/13/2015	SENTRY FOOD STORE		150.00
36-3646-5016		P1501647	07/13/2015	ALLIANT ENERGY		369.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
JUVENILE JUSTICE	12,245.00		2,345.92	26.45	519.00	9,353.63

I have examined the preceding bills and encumbrances in the total amount of \$3,361.96 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		

## Request for Authorization to Purchase Youth Services Center Furniture

The Human Services Department is requesting to purchase 17 open chests for Shelter Care at the Youth Services Center. These are free standing floor mounted chests with an open shelf design that will be used in Shelter Care for youth to store clothes and other personal items. Norix specializes in providing high-quality correctional furniture that is manufactured and engineered for the security and extreme durability that is required in institutional environments. Norix is the sole source for this furniture. This order will consist of 17 open chests for \$449.10 each plus shipping and handling of \$325.00. The total amount of this order is \$7,959.70. Funds are already included in the 2015 budget for this purpose.

## ROCK COUNTY HUMAN SERVICES DEPARTMENT DIRECTOR'S REPORT Wednesday, July 22, 2015

# HSD MANAGEMENT TEAM MEETING - June 30, 2015

Meeting Cancelled.

### HSD MANAGEMENT TEAM MEETING - July 14, 2015

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

**ASSIGNMENTS** 

#### ISSUES FOR DISCUSSION AND RESOLUTION

- Budget
- Workgroup Updates
- Praise and Recognition
- Employee's Legal Names for Payroll
- Wisconsin Promise
- Bed Bug Policy
- Tracking Performance Evals
- CIP Projects
- · Rock Stat

## **INFORMATION ITEMS**

**HSD** Board Agenda