



**Amended
1/14/13**

**FINANCE COMMITTEE
THURSDAY, JANUARY 17, 2013 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – January 3, 2013
4. Transfers and Appropriations
 - A. Human Resources (2)
5.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - E. Approval of Bills for Other Departments
 - 1) Rock Haven
6. Review of Resolution
 - A. Authorizing Additional Funding and Amending Budget for Jail Diversion ASC Building Project
7. Semi-Annual Report – Attendance at Conventions/Conferences
 - A. County Clerk
 - B. Finance
 - C. Information Technology
 - D. Land Records
 - E. Register of Deeds
 - F. Treasurer
8. **Selection of Specific Pricing Model for Care Coordination through Quantum Health**
9. Report on Cash Balances and Investments
10. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

12-87

Transfer No.

Requested by Human Resources

Dave O'Connell

12/12/12

Department

Department Head

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
08-1420-0000-61920	Physicals	3,000

TO

ACCOUNT #	DESCRIPTION	AMOUNT
08-1420-0000-61620	Dental Ins.	500
08-1420-0000-63101	Postage	2,500

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ESR*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE COMMITTEE CHAIR

Jan. 8, 2013

Buss Gadylin

File

ROCK COUNTY TRANSFER REQUESTS

12-87

TO: FINANCE DIRECTOR

REQUESTED BY: Human Resources
Department


Department Head Signature

DATE: 12-12-2012

FROM:	AMOUNT
1) ACCOUNT #: 08-1420-0000-61920 DESCRIPTION: Physicals CURRENT BALANCE: \$ 4925.99 <i>of 12/12/12</i> PROVIDED BY THE FINANCE DIRECTOR	\$3000.00
2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 08-1420-0000-61620 DESCRIPTION: Dental Insurance	\$500.00
ACCOUNT #: 08-1420-0000-63101 DESCRIPTION: Postage	\$2500.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:

There have not been as many taking the test for the Sheriff's Department as was expected and not as many physicals being done in 2012.

REASON TRANSFER IS NECESSARY - BE SPECIFIC:

Dental insurance account is greater than expected due to new employees within the department electing different dental insurance plans than the former employees had. Postage is greater than expected due to required mailing with the new Obama Care Act provisions, these have been very large mailings.

ROCK COUNTY

12-88

Transfer No.

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

Requested by Human Resources
Department

Dave O'Connell

Department Head

12/12/12

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
08-1420-0000-62108	Labor Negotiations	1,931

TO

ACCOUNT #	DESCRIPTION	AMOUNT
08-1420-0000-64200	Training	700
08-1420-0000-63300	Travel	675
08-1420-0000-62210	Telephone	556

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ERK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

Jan 8, 2013

COMMITTEE CHAIR

Quinn Poyl

File

ROCK COUNTY TRANSFER REQUESTS

12-88

TO: FINANCE DIRECTOR

REQUESTED BY: Human Resources
Department



Department Head Signature

DATE: 12-12-2012

FROM:	AMOUNT
1) ACCOUNT #: 08-1420-0000-62108 DESCRIPTION: Labor Negotiations CURRENT BALANCE: \$1931.00 5-5-12-12 PROVIDED BY THE FINANCE DIRECTOR	\$1931.00
2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 08-1420-0000-64200 DESCRIPTION: Training Expense	\$700.00
ACCOUNT #: 08-1420-0000-63300 DESCRIPTION: Travel	\$675.00
ACCOUNT #: 08-1420-0000-62210 DESCRIPTION: Telephone	\$556.00
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:

Funds are available in labor negotiations because we have not had to negotiate as much due to the Budget Repair Bill.

REASON TRANSFER IS NECESSARY - BE SPECIFIC:

Training expenses and travel are both higher than expected with the addition of new staff members within the department who have gone to trainings that involved travel. Phones are higher due to the addition of an aircard for the department and new blackberry.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-64200	TRAINING EXP	13,937.00 87.9%	11,931.88	331.15	1,673.97		
	P1203807-PO# 12/31/12 -VN#023905			HIGHLINE CORPORATION		100.00	
			CLOSING BALANCE		1,573.97		100.00
	FINANCE DIRECTOR		PROG-TOTAL-PO			100.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$100.00 INCURRED BY FINANCE DIRECTOR. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE, COM-APPROVAL _____ DEPT-HEAD

JAN 17 2013

DATE _____ CHAIR

2012. . . ■

Rock County - Production

01/10/13

COMMITTEE APPROVAL REPORT

Page 3

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1017210000-63407	COMPUTER SUPPL	6,000.00 40.2%	2,417.79	0.00	3,582.21		
	P1203211-PO# 12/31/12 -VN#033353			CDW GOVERNMENT INC		277.70	
			CLOSING BALANCE		3,304.51		277.70
	LAND RECORDS		PROG-TOTAL-PO			277.70	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$277.70 INCURRED BY LAND RECORDS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JAN 17 2013 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62400	R & M SERV	210,888.00 64.0%	134,564.97	429.99	75,893.04		
	P1203615-PO# 12/31/12 -VN#041966		HEARTLAND LABEL PRINTERS INC			407.00	
			CLOSING BALANCE		75,486.04		407.00
0714300000-62491	SOFTWARE MAINT	607,189.00 87.9%	463,860.81	70,073.49	73,254.70		
	P1203615-PO# 12/31/12 -VN#041966		HEARTLAND LABEL PRINTERS INC			635.00	
			CLOSING BALANCE		72,619.70		635.00
0714300000-67130	TERMINALS/PC'S	125,524.00 46.6%	58,614.87	0.00	66,909.13		
	P1203631-PO# 12/31/12 -VN#033353		CDW GOVERNMENT INC			829.25	
			CLOSING BALANCE		66,079.88		829.25
	INFORMATION TECH		PROG-TOTAL-PO			1,871.25	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,871.25 INCURRED BY INFORMATION TECHNOLOGY. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JAN 17 2013

DATE _____ CHAIR

2013. . . ■

Rock County - Production

01/10/13

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1515400000-62119	OTHER SERVICES	491.00	0.0%	0.00	0.00	491.00	
	P1300737-PO# 01/04/13 -VN#028010					PER MAR SECURITY SERVICES	383.28
					CLOSING BALANCE	107.72	383.28
	COUNTY TREASURER		PROG-TOTAL-PO				383.28

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$383.28 INCURRED BY COUNTY TREASURER. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.
FINANCE

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JAN 17 2013

DATE _____ CHAIR

2012-11

Rock County - Production

01/10/13

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3232500000-64904	SUNDRY EXPENSE	3,000.00 31.9%	-370.12	-587.35	3,957.47		
	P1200848-PO# 12/31/12 -VN#015763			ROCK COUNTY HEALTH CARE CENTER		957.50	
				CLOSING BALANCE	2,999.97		957.50
3272607400-62171	AMBULANCE	7,000.00 18.1%	614.17	-1,887.24	8,273.07		
	P1202119-PO# 11/30/12 -VN#028439			ACCESS TRANSIT		507.60	
	P1202120-PO# 11/30/12 -VN#039206			PARATECH AMBULANCE SERVICE INC		765.48	
				CLOSING BALANCE	6,999.99		1,273.08
3272607400-62176	LABORATORY	11,500.00 64.1%	1,026.11	6,347.87	4,126.02		
	P1203012-PO# 12/31/12 -VN#014550			MERCY HEALTH SYSTEM		126.02	
				CLOSING BALANCE	4,000.00		126.02
3272607400-62189	OTHER MED SERV	12,500.00 18.0%	-1,900.63	-349.71	14,750.34		
	P1201234-PO# 11/30/12 -VN#047747			MOBILEXUSA		1,430.03	
	P1201792-PO# 11/30/12 -VN#042658			DEAN HEALTH SYSTEMS		820.32	
				CLOSING BALANCE	12,499.99		2,250.35
3280008100-62420	MACH & EQUIP RM	15,100.00 15.5%	-2,269.15	4,619.09	12,750.06		
	P1200271-PO# 12/31/12 -VN#010028			ARJO INC		406.73	
	P1200846-PO# 12/31/12 -VN#031297			EZ WAY INC		58.95	
	P1203206-PO# 11/30/12 -VN#052314			CHALLENGER FABRICATORS INC		2,063.00	
				CLOSING BALANCE	10,221.38		2,528.68
3280008100-63100	OFC SUPP & EXP	5,000.00 2.9%	511.25	-656.39	5,145.14		
	P1200276-PO# 12/31/12 -VN#011447			BRIGGS CORPORATION		69.25	
	P1200277-PO# 12/31/12 -VN#011675			CARSTENS HEALTH INDUSTRIES INC		190.35	
				CLOSING BALANCE	4,885.54		259.60
3280008100-63109	OTHER SUPP/EXP	11,400.00 3.2%	1,272.64	-907.13	11,034.49		
	P1200280-PO# 12/31/12 -VN#013780			KMART CORP #4265		134.49	
	P1200281-PO# 12/31/12 -VN#014534			MENARDS		239.98	
	P1200283-PO# 12/31/12 -VN#016117			SHOPKO INC #130		250.14	
				CLOSING BALANCE	10,399.88		-634.61
3280008100-64000	MEDICAL SUPPLIES	132,052.00 71.3%	15,451.21	78,741.71	37,859.08		
	P1200287-PO# 12/31/12 -VN#044709			STRYKER MEDICAL		114.20	
	P1201934-PO# 11/30/12 -VN#027557			UHS		110.00	
	P1203708-PO# 12/31/12 -VN#025888			DIRECT SUPPLY EQUIPMENT		82.97	
				CLOSING BALANCE	37,551.91		307.17
3280009100-62420	MACH & EQUIP RM	7,000.00 26.5%	336.69	1,521.07	5,142.24		
	P1203556-PO# 11/30/12 -VN#042252			METRO CASTER LLC		142.26	

HS-ROCK HAVEN

DEPT. PAGE 1

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
					CLOSING BALANCE	4,999.98	142.26
3280009100-63109	OTHER SUPP/EXP	15,436.00 90.0%	1,320.84	12,579.22	1,535.94		
	P1200280-PO# 12/31/12 -VN#013780			KMART CORP #4255		100.00	
					CLOSING BALANCE	1,435.94	100.00
3280009300-62164	DISPOSAL SERV	24,000.00 80.5%	1,948.47	17,378.78	4,672.75		
	P1200721-PO# 12/31/12 -VN#027689			PKK LIGHTING INC		172.76	
					CLOSING BALANCE	4,499.99	172.76
3280009300-64409	FURNISHINGS	11,000.00 4.8%	-538.62	0.02	11,538.60		
	P1203719-PO# 12/31/12 -VN#019677			PHOENIX TEXTILE CORP		934.32	
					CLOSING BALANCE	10,604.28	934.32
3280009500-64200	TRAINING EXP	8,000.00 8.2%	-339.50	1,000.00	7,339.50		
	P1201099-PO# 12/31/12 -VN#046404			MED PASS INC		164.50	
	P1202982-PO# 12/31/12 -VN#016925			UNIVERSITY OF WISCONSIN STEVEN		175.00	
					CLOSING BALANCE	7,000.00	339.50
3280009500-64424	EMPLOYEE RECOGN.	2,500.00 24.8%	-621.89	0.03	3,121.86		
	P1200282-PO# 12/31/12 -VN#016055			SENTRY FOODS INC STORE #375		89.86	
	P1203687-PO# 12/31/12 -VN#042514			SYSCO FOODS OF BARABOO LLC		532.03	
					CLOSING BALANCE	2,499.97	621.89
3290009940-61920	PHYSICALS	1,500.00 33.1%	-428.40	-69.00	1,997.40		
	P1201235-PO# 11/30/12 -VN#030413			OCCUPATIONAL HEALTH CENTER		497.40	
					CLOSING BALANCE	1,500.00	497.40
	ROCK HAVEN		PROG-TOTAL-PO			11,145.14	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$11,145.14 INCURRED BY ROCK HAVEN. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

HEALTH SERVICES

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

DATE _____

CHAIR

JAN 17 2013

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Randy Terronez
INITIATED BY

Randy Terronez
DRAFTED BY



GENERAL SERVICES
COMMITTEE
SUBMITTED BY

January 10, 2013
DATE DRAFTED

AUTHORIZING ADDITIONAL FUNDING AND AMENDING BUDGET FOR JAIL
DIVERSION ASC BUILDING PROJECT

1 WHEREAS, the 2013 Budget included funds to renovate the ASC building in order to house the Rock
2 County Sheriff's Community Corrections Bureau (Jail Diversion) currently located in the Health Care
3 Center; and,

4
5 WHEREAS, the project is anticipated to be completed by April 1, 2013; and,

6
7 WHEREAS, additional funds in the amount of \$24,000 are necessary to complete the project with said
8 funds available from excess Sales Tax monies.

9
10 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly
11 assembled this _____ day of _____, 2013, does hereby increase the Jail Diversion
12 ASC Building project budget in the amount of \$24,000 with funds to come from excess Sales Tax
13 monies and that the 2013 budget be amended as follows:

<u>Account/Description</u>	<u>Budget 1/01/13</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
18-1817-0000-47000			
Transfer In	- 0 -	\$ 24,000	\$ 24,000
<u>Use of Funds</u>			
18-1817-0000-67200			
Capital Improvements	\$ 37,000	\$ 24,000	\$ 61,000

Respectfully Submitted,

FINANCE COMMITTEE ENDORSEMENT

General Services Committee:

Reviewed and approved on a vote of

Phillip Owens, Chair

Henry Brill, Vice Chair

Mary Mawhinney, Chair

Ivan Collins

Jason Heidenreich

Edwin Nash

**AUTHORIZING ADDITIONAL FUNDING AND AMENDING BUDGET FOR JAIL
DIVERSION ASC BUILDING PROJECT**

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FISCAL NOTE:

This resolution amends the Adolescent Services Center capital improvement budget and authorizes a transfer in from excess Sales Tax Proceeds to fund the improvements. The balance of excess sales tax revenue the County collected over and above the amount budgeted in 2011 is estimated to be \$218,589 at 12/31/12.



Sherry Oja
Finance Director

LEGAL NOTE:

County Board is authorized to take this action pursuant to sec. 59.01 & sec. 59.51 WI Stats. As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATOR'S NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

Included in the 2013 budget are funds to relocate the Community Corrections Bureau (Jail Diversion Program) from the Health Care Center to the vacant ASC building.

Funding in the amount of \$32,000 was established with very little in the way of renovations contemplated. (i.e., replacement carpet @ \$10,250; paint supplies @ \$3,000; door hardware re-keying @ \$4,000; exterior and egress sidewalk repairs @ \$5,300). However, additional project costs have now been identified and include:

1. Upgrading the ASC building to accommodate current IT standards and phones (@ \$8,700)
2. Interior doorway for increased security (@ \$3,000)
3. Charger for Bus (@ \$4,200)
4. Asbestos Survey (@ \$5,500)
5. Contingency (@ \$2,600)

In order to comply with State Public Employee Safety and Health code as promulgated by the Wisconsin Department of Safety and Professional Services; an asbestos survey, sampling and inventory report will be conducted in order to develop a facility Asbestos Operations and Maintenance Plan. The facility Asbestos Operations and Maintenance plan will include notification and labeling, safe work practices, cleaning procedures, maintenance and renovation procedures, emergency response actions, and inspection and documentation procedures. The Asbestos Operations and Maintenance Plan will serve as a basis, and will aid in the development for any encapsulation or abatement procedures.

The project envisions utilizing RECAP labor to paint the facility's interior. The cost of a painting contractor would have amounted to an additional \$13,000. The Program staff and RECAP clients performing the painting will be given asbestos training.

Funding is available from excess Sales Tax Proceeds as a result of actual revenue collected in 2011 being in excess of the budgeted amount.

ROCK COUNTY, WISCONSIN

*Office of the Rock County Clerk
51 South Main Street
Janesville, WI 53545*

*Lori Stottler, Rock County Clerk
Maureen K. Johnson, Deputy*



*Office (608) 757-5660
Fax (608) 757-5662
www.co.rock.wi.us
stottler@co.rock.wi.us*

January 4, 2013

To: Finance Committee Chair Mawhinney and committee members
Cc: Craig Knutson, Administrator

Re: Semi-Annual Report Attendance at Conventions/Conferences

Dear Chair Mawhinney and Committee members;

Per Resolution 06-9A-087, I am required to submit semi-annually all instances of attendance at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee.

Please allow this memo to serve as notice of reporting that the County Clerk's office did not attend any training, conventions or conferences exceeding \$1,000.00 per event, per employee between July 1, 2012 and December 31, 2012.

Thank you.

A handwritten signature in cursive script, appearing to read "Lori Stottler".

Lori Stottler
Rock County Clerk

MEMORANDUM

DATE: December 17, 2012

TO: Finance Committee

FROM: Sherry Oja, Finance Director

RE: Semi-Annual Report of Training Costs Exceeding
\$1,000 per Employee per Event

In accordance with Resolution 06-9A-087, adopted September 14, 2006, this is to advise you that no Financial Services staff incurred training costs exceeding \$1,000 per event for the period July 1, 2012 through December 31, 2012.

Please contact me if you have any questions on this matter.

cc: Craig Knutson

[Out of State Training Report to Finance Committee]

Information Technology
Semi-Annual Report
Training/Conferences over \$1,000
06/01/2012 – 12/31/2012

Date	Staff	Class	Location	Mileage Food	Hotel	Air/Msc	HP9000 HP3000	Network	Misc.	Total
06/03-06/07/12	Todd	Sunguard	Lake Buena, FL	121.36	639.00	547.80	410.00			\$1,718.16
06/08-06/11/12	Tracy	HP	Las Vegas, NV	N/A	1041.60	76.90		N/C		\$3,132.70
06/08-06/11/12	Dave	HP	Las Vegas, NV	128.11	1041.60	643.20		1595.00		\$3,407.91
06/08-06/11/12	Mickey	HP	Las Vegas, NV	160.47	1041.60	386.20		1545.00		\$3,133.27
06/17-06/22/12	Tracy	Mitel	San Diego, CA	47.18	1298.10	641.00			595.00	\$2,581.28
10/20-10/26/12	Dara	Motorola	Denver, CO	73.54	894.40	567.60			N/C	\$1,535.54
Total				\$530.66	\$5,956.30	\$3,381.90	\$410.00	\$4,635.00	\$595.00	\$15,508.86

ROCK COUNTY, WISCONSIN



**Real Property
Description Department**
51 South Main Street
Janesville, WI 53545
(608) 757-5610

MEMORANDUM

DATE: December 13, 2012
TO: Finance Committee
FROM: Michelle Schultz, Real Property Lister/LIO *MS*
RE: Semi-Annual Report – Attendance at Conferences/Conventions

Land Records funds were used to send two members of the Land Records Committee to the 2012 International ESRI Conference in San Diego, California July 23rd – 27th, 2012. This cost exceeded \$1,000.00 per individual. Please see attached report for actual amounts.

Cc: Craig Knutson

Semi-Annual Report on Travel cost's which exceed \$1,000

For July - December 2012

Land Records

ESRI International User Conference July 23 - 27, 2012 San Diego, CA

	Other							Conference	
	Mileage	Transportation	Parking	Baggage	Airfare	Lodging	Meals	Registration	Total
Kris Pehl - 911 Communications Center	\$72.93	\$15.40	\$36.00		\$371.70	\$748.60	\$111.42	n/c	\$1,356.05
Norm Tadt - Land Conservation					\$378.80	\$621.21		n/c	\$1,000.01
Kathy Kope - IT	\$88.80			\$25.00	\$414.20	\$748.60	\$90.16	n/c	\$1,366.76



MEMO

DATE: December 12, 2012

TO: Finance Committee

FROM: Randy Leyes
Rock County Register of Deeds

SUBJECT: Semi – Annual Report - Attendance at Conventions/Conferences

This is to advise you that the Register of Deeds office did not have any training, conventions, or conferences that exceeded the total cost of \$1,000 per event for the period of July 1, 2012 through December 31, 2012.

Cc: Craig Knutson, County Administrator

MEMO

To: Finance Committee
From: Vicki Brown
Date: December 12, 2012
Re: Semi-Annual Report -- Attendance at Conferences/Conventions

No staff member in the Treasurer's Office attended any training, conference, or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

Cc: Craig Knutson