



**FINANCE COMMITTEE
THURSDAY, DECEMBER 5, 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. Committee Review and Approval of Per Meeting Allowances
3. Approval of Minutes – November 12, 2013 and November 21, 2013
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
 - A. Finance
 - B. Public Health
 - C. Sheriff's Office (2)
6.
 - 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) County Board Staff
 - 2) General Services
7. Resolution
 - A. Authorizing Purchase of Computer Equipment for Human Services in 2013
 - B. Authorizing Purchase of a Unitrends Disk-to-Disk Backup Expansion Unit
8. Review of Resolution
 - A. Amending the Sheriff's 2014 Budget to Use Equitable Shared Funds to Purchase Maintenance for VeriPic Software
 - B. Amending 2014 Local Emergency Planning Committee Budget
9. Update on the Receipting System
10. Approval for Selection of Specific Pricing Model of Care Coordination through Quantum Health
11. Adjournment

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 11/11/13
 Requested By Public Health
Department

Transfer No. 13-77
Karen Cain
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 31-3000-0000-62400 Description: Repair & Maintenance Services Current Balance: \$1,926	\$1,000	Account #: 31-3000-0000-62119 Description: Other Contracted Services	\$1,000
Account #: 31-3000-0000-62503 Description: Interpreter Fees Current Balance: \$2,000	\$500	Account #: 31-3000-0000-63100 Description: Office Supplies	\$1,000
Account #: 31-3000-0000-63104 Description: Printing & Duplication Current Balance: \$1,956	\$500	Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Transfer into #62119: The health department's newer copiers cost less per copy than the older copiers, so funds are available for transfer.

Transfer into #63100: Interpreter Fees: A health department staff person has done most of the department's interpreting in 2013, so there are funds available for transfer.

Printing/Duplication: Costs for printing orders have been less than anticipated, so funds are available for transfer.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Transfer into #62119: The health department's vaccine storage equipment in the north office has had more than the usual service calls in recent months, creating repair/labor costs for this equipment needing to be paid, and we also now need to pay for the disposal of our medwaste (used sharps, etc.).

Transfer into #63100: The health department has been using its color printers for print jobs; the color toner cartridges for these printers are costly and needed to be replaced several times this year. Each printer uses 4 different color cartridges; each cartridge costs at least \$200.

FISCAL NOTE:

Sufficient funds are available for transfer. *11/11/13*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* *11-12-13*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 11/14/13 Transfer No. 13-79
 Requested By Sheriff's Office Department Sheriff Robert Spoden Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-46205 Description: Compen Loss Fix Assets - LES Current Balance: \$3,315.30	\$3,315.30	Account #: 21-2100-0000-62410 Description: R&M Vehicles - LES	\$3,315.30
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Insurance proceeds were received for an accident involving squad 5.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Repairs were made to squad 5 using insurance proceeds.

FISCAL NOTE:

Insurance proceeds were received for squad damage.
SB 11/15/13

ADMINISTRATIVE NOTE:

CR

11-19-13

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

- Governing Committee _____
- Finance Committee _____

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 11/14/13 Transfer No. 13-80
 Requested By Sheriff's Office Department Sheriff Robert Spoden Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-46205 Description: Compen Loss Fix Assets - LES Current Balance: \$8,029.41 <i>SB</i>	\$8,029.41	Account #: 21-2100-0000-62410 Description: R&M Vehicles - LES	\$8,029.41
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Insurance proceeds were received for an accident involving squad 8.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Repairs were made to squad 8 using insurance proceeds.

FISCAL NOTE:

Insurance proceeds were received for squad damage.
SB 11/15/13

ADMINISTRATIVE NOTE:

CR 11-19-13

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

COMMITTEE APPROVAL REPORT

2013 . . .

11/20/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-62421 ENC	COMPUTER EQUIP	R1303985	11/19/2013	AMAZON.COM	17.90	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	9,000.00	5,689.16	606.26	17.90	2,686.68	
INFORMATION TECHNOLOGY PROG TOTAL				17.90		

I have examined the preceding bills and encumbrances in the total amount of \$17.90

~~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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

2013 . . .

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
19-1933-0000-64904 ENC	SUNDRY EXPENSE	R1303927	11/14/2013	AMAZON.COM	73.14	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	6,232.00	2,362.65	624.58	73.14	3,171.63	
EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL				73.14		

I have examined the preceding bills and encumbrances in the total amount of \$73.14

~~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: DEC 05 2013

Dept Head _____

Committee Chair _____

2014

Rock County

COMMITTEE APPROVAL REPORT

11/20/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
29-9000-0000-69500 ENC	CONTRIBUTIONS	R1400037	01/01/2014	ROCK VALLEY COMMUNITY PROGRAM	12,750.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,750.00	0.00	0.00	12,750.00	0.00
ALTERNATIVE RESIDENTIAL PROG. PROG TOTAL					12,750.00

29-9001-0000-69500 ENC	CONTRIBUTIONS	R1400037	01/01/2014	ROCK VALLEY COMMUNITY PROGRAM	60,755.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	60,755.00	0.00	0.00	60,755.00	0.00
COMMUNITY SERVICE PROG TOTAL					60,755.00

I have examined the preceding bills and encumbrances in the total amount of **\$73,505.00**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

Rock County

COMMITTEE APPROVAL REPORT

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100 ENC	OFC SUPP & EXP	R1400032	01/01/2014	OFFICE PRO	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,800.00	0.00	0.00	100.00	5,700.00
05-1500-0000-63107 ENC	PUBL & LEGAL	R1400001	01/01/2014	JANESVILLE GAZETTE INC	2,400.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,400.00	0.00	0.00	2,400.00	0.00
05-1500-0000-68010 ENC	EXP.ALLOCATIONS	R1400002	01/01/2014	RHYME BUSINESS PRODUCTS	40,000.00
ENC		R1400003	01/01/2014	JP MORGAN CHASE BANK NA	9,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	49,000.00	(49,000.00)
FINANCE DIRECTOR PROG TOTAL				51,500.00	
05-1510-0000-62119 ENC	OTHER SERVICES	R1400030	01/01/2014	SEQUOIA CONSULTING GROUP INC	7,700.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	7,700.00	0.00	0.00	7,700.00	0.00
INDIRECT COST REIMBURSEMENT PROG TOTAL				7,700.00	
05-1530-0000-62130 ENC	AUDIT FEES	R1400029	01/01/2014	BAKER TILLY VIRCHOW KRAUSE LLP	87,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	30,700.00	0.00	0.00	87,000.00	(56,300.00)
AUDITING AND SPEC.ACCOUNTING PROG TOTAL				87,000.00	

I have examined the preceding bills and encumbrances in the total amount of **\$146,200.00**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
15-1540-0000-64926 ENC	BANK SERV.CHGS.	R1400015	01/01/2014	BRINKS INC	5,100.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	18,000.00	0.00	0.00	5,100.00	12,900.00	
COUNTY TREASURER PROG TOTAL				5,100.00		

I have examined the preceding bills and encumbrances in the total amount of **\$5,100.00**

~~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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

2014

Rock County

COMMITTEE APPROVAL REPORT

11/20/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1910-0000-65103 ENC	PUBLIC LIABILITY	R1400031	01/01/2014	WMMIC	270,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	240,000.00	0.00	0.00	270,000.00	(30,000.00)
PROPERTY & LIABILITY INSURANCE PROG TOTAL				270,000.00	

I have examined the preceding bills and encumbrances in the total amount of **\$270,000.00**

~~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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT 2014
Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
59-3906-0000-69500 ENC	CONTRIBUTIONS	R1400034	01/01/2014	RETIRED SENIOR VOLUNTEER PROGF	26,094.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,094.00	0.00	0.00	26,094.00	0.00
R.S.V.P. PROG TOTAL				26,094.00	

59-3906-1000-69500 ENC	CONTRIBUTIONS	R1400034	01/01/2014	RETIRED SENIOR VOLUNTEER PROGF	24,803.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,803.00	0.00	0.00	24,803.00	0.00
RSVP ASSISTED TRANSPORTATION PROG TOTAL				24,803.00	

59-5900-0000-69500 ENC	CONTRIBUTIONS	R1400035	01/01/2014	ROCK COUNTY HISTORICAL SOCIETY	22,546.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,546.00	0.00	0.00	22,546.00	0.00
HERITAGE ROCK COUNTY PROG TOTAL				22,546.00	

I have examined the preceding bills and encumbrances in the total amount of **\$73,443.00**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100 ENC	OFC SUPP & EXP	R1400098	01/01/2014	JP MORGAN CHASE BANK NA	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,800.00	0.00	100.00	500.00	5,200.00
05-1500-0000-63200 ENC	PUBL/SUBCR/DUES	R1400098	01/01/2014	JP MORGAN CHASE BANK NA	200.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	464.00	0.00	0.00	200.00	264.00
05-1500-0000-64200 ENC	TRAINING EXP	R1400098	01/01/2014	JP MORGAN CHASE BANK NA	8,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,780.00	0.00	0.00	8,000.00	2,780.00
FINANCE DIRECTOR PROG TOTAL				8,700.00	

I have examined the preceding bills and encumbrances in the total amount of **\$8,700.00**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

2014

11/25/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62400	R & M SERV				
ENC		R1400097	01/01/2014	GENERAL HEATING AND AIR CONDIT	4,200.00
ENC		R1400100	01/01/2014	ELECTION SYSTEMS AND SOFTWARE	608.87
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	140,505.00	0.00	2,000.00	4,808.87	133,696.13
07-1430-0000-62491	SOFTWARE MAINT				
ENC		R1400099	01/01/2014	VERIPIC INC	7,399.95
ENC		R1400100	01/01/2014	ELECTION SYSTEMS AND SOFTWARE	24,365.25
ENC		R1400101	01/01/2014	CITRIX SYSTEMS INC	14,838.36
ENC		R1400102	01/01/2014	CELLBRITE USA INC	3,098.00
ENC		R1400104	01/01/2014	LEADS ONLINE LLC	5,158.00
ENC		R1400105	01/01/2014	MELYX CORPORATION	6,472.93
ENC		R1400107	01/01/2014	ROUTEMATCH SOFTWARE INC	5,608.83
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	244,687.00	0.00	133,473.70	66,941.32	44,271.98
07-1430-0000-64701	SOFTWARE PURCH				
ENC		R1400103	01/01/2014	LEXIPOL LLC	10,593.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	60,360.00	0.00	2,500.00	10,593.00	47,267.00
INFORMATION TECHNOLOGY PROG TOTAL				82,343.19	

I have examined the preceding bills and encumbrances in the total amount of **\$82,343.19**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES				
ENC		R1400116	01/01/2014	CHARTER COMMUNICATIONS	8,580.00
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	2,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	58,175.00	0.00	0.00	11,080.00	47,095.00
07-1430-0000-62400	R & M SERV				
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	2,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	140,505.00	0.00	4,808.87	2,000.00	133,696.13
07-1430-0000-62421	COMPUTER EQUIP				
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	1,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	0.00	0.00	1,500.00	7,500.00
07-1430-0000-62491	SOFTWARE MAINT				
ENC		R1400108	01/01/2014	GOVERNMENTJOBS.COM INC	8,700.00
ENC		R1400110	01/01/2014	DELL SPECIALIZED MARKETS QUEST	5,034.00
ENC		R1400111	01/01/2014	MB FOSTER ASSOCIATES LTD	2,300.00
ENC		R1400113	01/01/2014	ESRI INC	43,500.00
ENC		R1400114	01/01/2014	ORACLE CORPORATION	10,939.70
ENC		R1400117	01/01/2014	FIDLAR COMPANIES	60,000.00
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	3,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	244,687.00	0.00	86,941.32	133,473.70	44,271.98
07-1430-0000-63101	POSTAGE				
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	300.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	425.00	0.00	0.00	300.00	125.00
07-1430-0000-63407	COMPUTER SUPPL				
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	650.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,176.00	0.00	0.00	650.00	14,526.00
07-1430-0000-64200	TRAINING EXP				
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	25,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	41,000.00	0.00	0.00	25,000.00	16,000.00
07-1430-0000-64701	SOFTWARE PURCH				
ENC		R1400118	01/01/2014	JP MORGAN CHASE BANK NA	2,500.00

COMMITTEE APPROVAL REPORT

Pre-Approved Encumbrances

2014 1/25/2013

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	60,360.00		0.00	10,593.00	2,500.00	47,267.00
INFORMATION TECHNOLOGY PROG TOTAL					176,503.70	

I have examined the preceding bills and encumbrances in the total amount of **\$176,503.70**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100	OFC SUPP & EXP	P1303533	11/12/2013	J AND G OFFICE PRODUCTS	429.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,120.00	3,910.07	145.64	429.00	1,635.29
FINANCE DIRECTOR PROG TOTAL				429.00	

I have examined the preceding bills and encumbrances in the total amount of **\$429.00**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-62400	R & M SERV	P1303495	11/07/2013	ASENTRIA CORPORATION	4,090.64	
		P1303498	11/06/2013	EATON CORP	3,262.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	211,793.00	128,901.60	8,001.30	7,352.64	67,537.46	
07-1430-0000-62421	COMPUTER EQUIP	P1303550	11/13/2013	DELL	3.99	
		P1303560	11/12/2013	LASER PRINTER SOLUTIONS LLC	205.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	9,000.00	5,689.16	415.17	208.99	2,686.68	
07-1430-0000-62491	SOFTWARE MAINT	P1300857	10/31/2013	ORACLE CORPORATION	2,655.27	
		P1303556	11/06/2013	SITEIMPROVE INC MINNEAPOLIS	709.31	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	595,762.00	443,913.80	21,884.27	3,364.58	126,599.35	
07-1430-0000-63100	OFC SUPP & EXP	P1302716	11/07/2013	HENRICKSEN	245.25	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	5,210.00	1,351.66	261.62	245.25	3,351.47	
07-1430-0000-63407	COMPUTER SUPPL	P1303551	11/08/2013	CDW GOVERNMENT INC	17.92	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	17,940.00	12,923.85	464.10	17.92	4,534.13	
07-1430-0000-67143	IT CROSS CHARGES	P1303437	11/11/2013	ENTERPRISE SYSTEMS GROUP	368.00	
		P1303522	11/05/2013	CDW GOVERNMENT INC	944.23	
		P1303549	11/08/2013	CDW GOVERNMENT INC	500.24	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	50,000.00	188,284.90	17,127.09	1,812.47	(157,224.46)	
INFORMATION TECHNOLOGY PROG TOTAL					13,001.85	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$13,001.85**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1411-0000-63100	OFC SUPP & EXP	P1300735	11/05/2013	OWEN G DUNN CO INC	657.65
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	1,505.00	0.00	657.65	337.35
ELECTIONS PROG TOTAL				657.65	

I have examined the preceding bills and encumbrances in the total amount of **\$657.65**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1933-0000-64904	SUNDRY EXPENSE				
		P1303248	11/06/2013	BASICS NATURAL FOOD MARKET	69.98
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,232.00	2,376.31	614.08	69.98	3,171.63
EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL					69.98

I have examined the preceding bills and encumbrances in the total amount of **\$69.98**

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: **DEC 05 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Pre-Approved Encumbrances

2014

11/20/2013

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0063-29663 ENC	W C TRUST	R1400025	01/01/2014	WILLIS OF WISCONSIN INC	36,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	36,000.00	(36,000.00)
ISF-SELF INS PROG TOTAL				36,000.00	

I have examined the preceding bills and encumbrances in the total amount of **\$36,000.00**

~~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: **DEC 05 2013**
to FE

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

2014 . . .

11/25/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63200	PUBL/SUBCR/DUES				
ENC		R1400119	01/01/2014	WISCONSIN COUNTIES UTILITY TAX	3,127.46
ENC		R1400120	01/01/2014	NATIONAL ASSOCIATION OF COUNTI	3,207.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	18,917.00	0.00	0.00	6,334.46	12,582.54
COUNTY BOARD PROG TOTAL				6,334.46	

I have examined the preceding bills and encumbrances in the total amount of **\$6,334.46**

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: **DEC 05 2013**

to FE

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1300774	10/31/2013	BELOIT DAILY NEWS	881.29
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	18,000.00	8,316.98	0.00	881.29	8,801.73
COUNTY BOARD PROG TOTAL				881.29	

I have examined the preceding bills and encumbrances in the total amount of **\$881.29**

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: **DEC 05 2013**
to FE

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
06-1620-0000-64200	TRAINING EXP	P1303547	10/18/2013	PLAZA HOTEL AND SUITES	840.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,367.00	2,301.00	0.00	840.00	2,226.00
CORPORATION COUNSEL PROG TOTAL				840.00	

I have examined the preceding bills and encumbrances in the total amount of **\$840.00**

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: **DEC 05 2013**
to FE

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-62104	CONSULTING SERV				
		P1303446	09/30/2013	ADECCO EMPLOYMENT SERVICES	186.58
		P1303447	10/14/2013	ADECCO EMPLOYMENT SERVICES	38.25
		P1303514	10/27/2013	BERNEY PHD,KENT M	1,380.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,750.00	0.00	0.00	1,604.83	1,145.17
08-1420-0000-63100	OFC SUPP & EXP				
		P1300608	10/31/2013	PAPER RECOVERY SERVICE CORPOF	7.60
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,500.00	2,905.06	266.17	7.60	321.17
HUMAN RESOURCES PROG TOTAL				1,612.43	

I have examined the preceding bills and encumbrances in the total amount of **\$1,612.43**

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: **DEC 05 2013**
to FE

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-63500	R&M SUPPLIES	P1303431	11/01/2013	PLAHNS OUTDOOR SHOPS	180.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	210,000.00	277,138.02	225,211.61	180.00	(292,529.63)
GENERAL SERVICES PROG TOTAL				180.00	
18-1849-0000-67200	CAPITAL IMPROV	P1303493	10/03/2013	ANGUS YOUNG ASSOCIATES	1,823.04
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,619,289.78	9,061,695.05	21,907.86	1,823.04	533,863.83
JAIL/HCC COMPLEX PROJECT PROG TOTAL				1,823.04	
18-1855-0000-67200	CAPITAL IMPROV	P1300885	10/25/2013	ARNOLD AND O SHERIDAN INC	3,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	550,000.00	9,750.00	2,250.00	3,000.00	535,000.00
COURTHOUSE SECURITY SYSTEM PROG TOTAL				3,000.00	

I have examined the preceding bills and encumbrances in the total amount of **\$5,003.04**

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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-9200-62460	BLDG SERV R&M	P1300224	11/08/2013	JANESVILLE ELECTRIC MOTOR CORP	485.00
		P1300235	11/11/2013	SIMPLEX GRINNELL LP	236.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	36,500.00	27,379.79	1,100.34	721.75	7,298.12
18-1815-9200-62461	ELEVATOR	P1303654	11/05/2013	STATE OF WISCONSIN	250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	59,000.00	56,043.88	498.00	250.00	2,208.12
18-1815-9200-63109	OTHER SUPP/EXP	P1300204	11/06/2013	AIRGAS NORTH CENTRAL	116.58
		P1300219	11/13/2013	HOH WATER TECHNOLOGY INC	199.80
		P1300221	11/20/2013	HOME DEPOT/GECF	57.97
		P1300227	11/14/2013	MC MASTER-CARR SUPPLY COMPANY	562.33
		P1303579	11/14/2013	JOHNSON PLASTICS	238.46
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	28,834.00	21,626.92	2,841.27	1,175.14	3,190.67
HCC COMPLEX-MAINTENANCE PROG TOTAL				2,146.89	
18-1851-0000-67200	CAPITAL IMPROV	P1303135	11/20/2013	POWELL CONSTRUCTION INC	5,000.00
		P1303338	11/13/2013	GULF SOUTH MEDICAL SUPPLY	403.28
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,594,539.00	30,553,237.44	183,302.97	5,403.28	852,595.31
ROCK HAVEN BUILDING PROJECT PROG TOTAL				5,403.28	

I have examined the preceding bills and encumbrances in the total amount of **\$7,550.17**
 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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-16010	PURCHASING INVEN				
ENC		R1400123	01/01/2014	CARTRIDGE CONNECTION,THE	700.00
ENC		R1400124	01/01/2014	REPORTERS PAPER AND MANUFACTU	1,500.00
ENC		R1400125	01/01/2014	OFFICE MAX CONTRACT INC	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	251,500.00	2,700.00	(254,200.00)
GENERAL FUND PROG TOTAL				2,700.00	

I have examined the preceding bills and encumbrances in the total amount of **\$2,700.00**

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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62203 ENC	NATURAL GAS	R1400020	01/01/2014	ALLIANT ENERGY/WP&L	112,276.08
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	175,440.00	0.00	0.00	112,276.08	63,163.92
18-1815-0000-63500 ENC	R&M SUPPLIES	R1400021	01/01/2014	WRIGHT EXPRESS FSC	4,000.00
ENC		R1400022	01/01/2014	SAFEWAY PEST CONTROL	700.00
ENC		R1400023	01/01/2014	SHERMAN SANITATION SERVICES LL	1,500.00
ENC		R1400024	01/01/2014	ARAMARK UNIFORM SERVICES INC	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,850.00	0.00	0.00	6,700.00	40,150.00
HCC BUILDING COMPLEX PROG TOTAL					118,976.08
18-1849-0000-67200 ENC	CAPITAL IMPROV	R1400121	01/01/2014	MOBILE MINI INC	2,860.00
ENC		R1400122	01/01/2014	LYNN T MACDONALD INC	3,600.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	6,460.00	(6,460.00)
JAIL/HCC COMPLEX PROJECT PROG TOTAL					6,460.00

I have examined the preceding bills and encumbrances in the total amount of **\$125,436.08**

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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

2014 . . . 11/25/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-16010	PURCHASING INVEN				
ENC		R1400126	01/01/2014	NAVIANT INC	500.00
ENC		R1400127	01/01/2014	OFFICE DEPOT	3,000.00
ENC		R1400128	01/01/2014	J AND G OFFICE PRODUCTS	1,500.00
ENC		R1400132	01/01/2014	CHEESEHEAD TONER	4,000.00
ENC		R1400135	01/01/2014	MIDLAND PAPER	27,500.00
ENC		R1400136	01/01/2014	OFFICE PRO	65,000.00

Budget	YTD Exp	YTD Enc	Pending	Closing Balance
0.00	0.00	152,700.00	101,500.00	(254,200.00)

GENERAL FUND PROG TOTAL 101,500.00

I have examined the preceding bills and encumbrances in the total amount of **\$101,500.00**

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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

2014 . . .

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62400 ENC	R & M SERV	R1400130	01/01/2014	KONICA MINOLTA BUSINESS SOLUTI	10,800.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	0.00	11,276.64	10,800.00	121,542.36
18-1810-0000-63104 ENC	PRNT & DUPLICATI	R1400133	01/01/2014	PRESSTEK INC	3,910.56
ENC		R1400134	01/01/2014	PRESSTEK INC	1,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	29,000.00	0.00	5,000.00	5,410.56	18,589.44
18-1810-0000-68000 ENC	COST ALLOCATIONS	R1400129	01/01/2014	GENERAL SERVICES PETTY CASH	1,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	(165,573.00)	0.00	0.00	1,000.00	(166,573.00)
GENERAL SERVICES PROG TOTAL					17,210.56

I have examined the preceding bills and encumbrances in the total amount of **\$17,210.56**

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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-16010 ENC	PURCHASING INVEN	R1400139	01/01/2014	JP MORGAN CHASE BANK NA	150,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	104,200.00	150,000.00	(254,200.00)
GENERAL FUND PROG TOTAL					150,000.00

I have examined the preceding bills and encumbrances in the total amount of **\$150,000.00**

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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

2014 . . .

Rock County

COMMITTEE APPROVAL REPORT

11/25/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62400 ENC	R & M SERV	R1400137	01/01/2014	KONICA MINOLTA BUSINESS SOLUTI	11,276.64
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	0.00	10,800.00	11,276.64	121,542.36
18-1810-0000-63104 ENC	PRNT & DUPLICATI	R1400138	01/01/2014	MARK ANDY PRINT PRODUCTS	5,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	29,000.00	0.00	5,410.56	5,000.00	18,589.44
GENERAL SERVICES PROG TOTAL					16,276.64

I have examined the preceding bills and encumbrances in the total amount of **\$16,276.64**

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: **DEC 03 2013**

Dept Head _____

Committee Chair _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Diana Arneson
INITIATED BY



Diana Arneson
DRAFTED BY

Finance Committee
SUBMITTED BY

November 25, 2013
DATE DRAFTED

Authorizing Purchase of Computer Equipment for Human Services in 2013

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase
- 2 computer equipment on behalf of the County; and,
- 3
- 4 **WHEREAS**, the Information Technology Director and staff did review equipment available on the
- 5 Wisconsin Counties Association Computer Contract number #WCASI-100103D and chose and
- 6 configured equipment from this contract; and,
- 7
- 8 **WHEREAS**, the 2013 Budget did designate funds for the purchase of this computer equipment for the
- 9 Human Services Department.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 12 this _____ day of _____, 2013 that a Purchase Order be issued to CDW Government, 230
- 13 North Milwaukee Ave., Vernon Hills, IL 60061 for 54 19" LCD monitors, 7 Fujitsu fi-6130z scanners, 18
- 14 Targus messenger bags, 20 HP docking stations, 18 HP SB 6570b laptops, and 20 keyboard and mouse
- 15 kits in an amount not to exceed \$31,085.54.
- 16
- 17 **NOW, THEREFORE, BE IT FURTHER RESOLVED** that payment in an amount not to exceed
- 18 \$31,085.54 be made to CDW Government upon receipt and acceptance by the Finance Committee.

Respectfully submitted,

Finance Committee

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

J. Russell Podzilni

Mary Beaver

Brent Fox

FISCAL NOTE:

Computer equipment is purchased by the Information Technology Department, then cross-charged to the user department. Sufficient funding is available in the Human Services Department for the purchase of this equipment.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
County Administrator

Executive Summary for Authorizing Purchase of 2013 Human Services Budgeted Computer Equipment

This resolution is to authorize the purchase of budgeted computer equipment for the Human Services department. All of the computer equipment in this resolution represent replacements for obsolete equipment and new equipment for additional HSD positions. The IT Department specified the computer equipment based on the application and operational needs of the Human Services Department. The items to be purchased are:

<u>Qty</u>	<u>Description</u>	
54	Acer V195L 19" monitors (\$99.54 ea)	\$ 5,375.16
7	Fujitsu fi-6130z scanners w maint (\$999.28 ea)	6,994.96
18	HP SB 6570b I5-3230 laptops (\$794.00 ea)	14,292.00
18	Targus messenger bags (\$18.09 ea)	325.62
20	HP keyboard and mouse kits (\$24.18 ea)	483.60
20	HP SB 120W docking stations (\$180.71 ea)	<u>3,614.20</u>
	Total Authorized Purchase	\$ 31,085.54

Pricing for these items is based on terms specified by the Wisconsin Counties Association contract# WCASI-100103D.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT
INITIATED BY



Mickey Crittenden, Director of IT
DRAFTED BY

Finance Committee
SUBMITTED BY

November 26, 2013
DATE DRAFTED

Authorizing Purchase of a Unitrends Disk-to-Disk Backup Expansion Unit

- 1 **WHEREAS**, the expansion of the County's disk-to-disk backup system is an Information Technology
- 2 strategic initiative, with funding provided as part of the 2014 budget; and,
- 3
- 4 **WHEREAS**, the expansion of the backup system will allow for safeguarding the County's increasing
- 5 information storage related to all County systems and enhancing disaster recovery capacity; and,
- 6
- 7 **WHEREAS**, the Information Technology Department staff did specify the configuration of an
- 8 appropriate disk-to-disk backup system expansion unit; and,
- 9
- 10 **WHEREAS**, the specified disk-to-disk backup expansion unit will be purchased using the pricing and
- 11 terms of the State of Wisconsin UW Contract #MV10-2052.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 14 this _____ day of _____, 2013 that a Purchase Order for a disk-to-disk backup system be
- 15 issued to Contingency Planning Solutions, Inc. in the amount of \$47,717.58.
- 16
- 17 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval and acceptance
- 18 by the Finance Committee.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

FISCAL NOTE:

Sufficient funds are available in the IT Capital Projects account, A/C 07-1444-0000-67131, for the cost of this purchase.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
County Administrator

Executive Summary for the Purchase of a Unitrends Backup System Expansion Unit

One of the budgeted 2014 Information Technology strategic initiatives is the expansion of the County's disk-to-disk information backup system. The backup system expansion is required in order to accommodate the increased usage of disk storage throughout all of the County's systems and to provide for the recovery of critical information for disaster recovery and business continuity purposes.

The major components of the network recovery server include:

- Unitrends RC833 Backup Expansion Unit;
- One Rotational Archive unit for off-site placement of redundantly stored data, and
- Network components for connectivity to the County's storage area network.

The planned, useful life for the backup expansion unit is 5-7 years, and it can be further expanded to accommodate additional capacity, as may be dictated by future County requirements.

The total cost of the Unitrends backup expansion unit is \$47,717.58 which includes installation and two years of support services. The system will be purchased using the pricing and terms of the State of Wisconsin UW Contract MV10-2052 and funded by the IT Capital Projects account.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Robert D. Spoden, Sheriff
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 25, 2013
DATE DRAFTED

**Amending the Sheriff's 2014 Budget to Use Equitably Shared Funds
To Purchase Maintenance for VeriPic Software**

1 **WHEREAS**, federal law authorizes the Attorney General to share federally forfeited property with
2 participating state and local law enforcement agencies through the Department of Justice Asset Forfeiture
3 Program; and,
4

5 **WHEREAS**, equitably shared funds are required to be used by law enforcement agencies for law
6 enforcement purposes only; and,
7

8 **WHEREAS**, the intent of the transfer is to enhance law enforcement, and it must increase, not supplant
9 the recipient's appropriated operating budget; and,
10

11 **WHEREAS**, for their participation in the program, and through the efforts of the Special Investigations
12 Unit and the Detective Bureau, the Sheriff's Office received funds in the amount of \$7,400; and,
13

14 **WHEREAS**, the Rock County Sheriff's Office owns a software product called VeriPic Digital Media
15 Evidence Storage System; and,
16

17 **WHEREAS**, the VeriPic Digital Media Evidence Storage System is used to meet digital evidence
18 handling needs; and,
19

20 **WHEREAS**, a maintenance contract is needed for the VeriPic Digital Media Evidence Storage System.
21

22 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
23 this _____ day of _____, 2013, that the 2014 budget be amended as follows:
24

25	Budget	Increase	Amended
26	01/01/14	(Decrease)	Budget
27	Source of Funds		
28	21-2195-0000-46000		
29	Contributions	\$0.00	\$7,400.00
30			
31	Use of Funds		
32	21-2195-0000-62491		
33	Software Maintenance	\$0.00	\$7,400.00
34			

35 **BE IT FURTHER RESOLVED** that a purchase order be issued to VeriPic of Santa Clara, CA in the
36 amount of \$7,399.95, for the purchase of a one-year maintenance contract.

AMENDING THE SHERIFF'S 2014 BUDGET TO USE EQUITABLY SHARED FUNDS TO PURCHASE MAINTENANCE FOR VERIPIC SOFTWARE

Respectfully submitted,

Public Safety and Justice Committee

Ivan Collins, Chair

Henry Brill, Vice Chair

Mary Beaver

Brian Knudson

Larry Wiedenfeld

Finance Committee Endorsement

Reviewed and approved on a vote of

Mary Mawhinney, Chair

FISCAL NOTE:

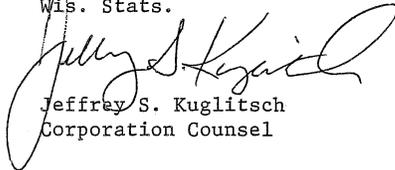
This resolution authorizes a transfer in from the Sheriff's Trust Account, FBI Forfeitures, A/C 00-0000-0070-29637, which has a current balance of \$76,360.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2014 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

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

Amending the Sheriff's 2014 Budget to Use Equitably Shared Funds To Maintenance for VeriPic Software

The Department of Justice Asset Forfeiture Program is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations and deprives wrongdoers of the proceeds of their crimes. Federal law authorizes the Attorney General to share federally forfeited property with participating state and local law enforcement agencies.

Equitably shared funds are required to be used by law enforcement agencies for law enforcement purposes only. The intent of the transfer is to enhance law enforcement. It must increase, not supplant the recipient's appropriated operating budget.

For their participation in the program, and through the efforts of the Special Investigations Unit (SIU) and the Detective Bureau, the Sheriff's Office received funds in the amount of \$7,400.

The Rock County Sheriff's Office owns a software product called VeriPic Digital Media Evidence Storage System. The Sheriff's Office plans to spend \$7,400 of equitably shared funds to purchase software maintenance for the VeriPic Digital Media Evidence Storage System. The storage system is used by law enforcement officers to meet digital evidence handling needs

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY

Public Safety & Justice
Committee
SUBMITTED BY



Sergeant Shena Kohler
DRAFTED BY

November 25th, 2013
DATE DRAFTED

AMENDING 2014 LOCAL EMERGENCY PLANNING COMMITTEE BUDGET

1 **WHEREAS**, Rock County Sheriff's Office - Emergency Management Bureau budgeted \$39,353 in its
2 Local Emergency Planning Committee (LEPC) Grant Program for the period October 1, 2013 to
3 September 30, 2014; and,
4

5 **WHEREAS**, the State has increased the amount available under that Program to \$42,609, which
6 represents an increase of \$3,256 in the total allocation for the 2014 EPCRA Planning Grant; and,
7

8 **WHEREAS**, the increased State Aid will be used to offset the cost of office supplies supporting the
9 LEPC in Federal Fiscal Year 2014.
10

11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
12 assembled this _____ day of _____ 2013, does approve and authorize the increase of \$3,256 in
13 State Aid and amends the 2014 Local Emergency Planning Committee Budget as follows:
14

<u>Account/Description</u>	<u>Budget</u> <u>10/1/2013</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
21-2560-2014-42200	\$39,353	\$3,256	\$42,609
State Aid			
<u>Use of Funds</u>			
21-2560-2014-63100	\$1,190	\$3,256	\$4,446
Office Supplies			

Respectfully Submitted,

Public Safety and Justice Committee

Finance Committee Endorsement
Reviewed and approved on a vote of

Ivan Collins, Chair

Mary Beaver

Mary Mawhinney, Chair

Henry Brill

Brian Knudson

Larry Wiedenfeld

FISCAL NOTE:

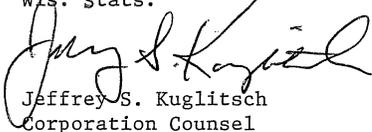
This resolution authorizes the acceptance and expenditure of \$3,256 in additional State Aid for the LEPC program. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2014 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

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

AMENDING 2014 LOCAL EMERGENCY PLANNING COMMITTEE BUDGET

EXECUTIVE SUMMARY

The Rock County Local Emergency Planning Committee (LEPC) operates under Rock County Emergency Management through state funding received annually to cover operating costs. Annually, Rock County Emergency Management submits for the Emergency Planning and Community Right-to-Know Act (EPCRA) Planning Grant under Wisconsin Emergency Management Guidance. As required under the EPCRA Grant, Rock County Emergency Management serves the LEPC in accordance with Wisconsin requirements, including the control of the annual LEPC budget. The 2014 LEPC budget operates on the Federal Fiscal Year schedule, thus operating from October 1st, 2013 to September 30th, 2014.

The 2014 LEPC budget was submitted during the 2012 budget cycle, when the award amount was unknown. The Rock County 2014 EPCRA Grant Award was announced in 2013, which now supplements additional funds in the amount of \$3,256 to the 2014 LEPC budget.

The additional funds will be allocated to LEPC Office Supplies (21-2560-2014-63100) for possible uses to include increasing outreach measures, and purchasing letterhead and general office supplies and equipment to be utilized for LEPC operations.