



DEVELOPMENTAL DISABILITIES BOARD MEETING

Wednesday, March 14, 2012 – 6:30 P.M.

**Rock County Health Care Center
3rd Floor Conference Room
3530 North County Trunk Highway F
Janesville, Wisconsin 53545**

AGENDA

- 1. CALL TO ORDER**
- 2. INTRODUCTION OF BOARD MEMBERS**
- 3. INTRODUCTION OF GUESTS**
- 4. CITIZENS SUGGESTIONS TO THE BOARD**
- 5. APPROVAL OF AGENDA**
- 6. APPROVAL OF MINUTES**
- 7. APPROVAL OF BILLS**
- 8. APPROVAL OF CONTRACTS/ADDENDUMS ENCUMBRANCES
AND/OR LINE ITEM TRANSFERS**
- 9. DIRECTOR'S REPORT**
 - A. REPORT ON PROGRAM ACTIVITIES**
- 10. BOARD MEMBERS SUGGESTIONS TO THE BOARD**
- 11. ADDITIONAL CITIZENS SUGGESTIONS TO THE BOARD**
- 12. CORRESPONDENCE**
- 13. NEW BUSINESS**
- 14. ADJOURNMENT**

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3333100000-62601	PURCH OF CARE	1,194,337.00 78.5%	195,522.17	742,750.47	266,064.36		
	P1200025-PO# 03/01/12 -VN#010942			ARC WISCONSIN		9,003.58	
	P1200033-PO# 03/01/12 -VN#031077			CARTOGRAPHICS CORP CBRF		670.68	
	P1200090-PO# 03/01/12 -VN#038946			REHAB RESOURCES INC		13,489.71	
				CLOSING BALANCE	232,900.39		23,163.97
3333100000-62602	OTHER CARE	58,000.00 48.2%	2,592.00	25,408.08	29,999.92		
	P1200040-PO# 03/01/12 -VN#010178			DUNGARVIN WISCONSIN LLC		2,541.07	
				CLOSING BALANCE	27,458.85		2,541.07
3333100000-62604	NURSING HM-CIP1B	22,688,016.00 77.3%	2,661,649.29	14,889,615.02	5,136,751.69		
	P1200023-PO# 03/01/12 -VN#023658			ALTERNATIVE HOMECARE INC		4,671.00	
	P1200024-PO# 03/01/12 -VN#050404			ARC EAU CLAIRE		358.32	
	P1200033-PO# 03/01/12 -VN#031077			CARTOGRAPHICS CORP CBRF		21,153.25	
	P1200034-PO# 03/01/12 -VN#011693			CATHOLIC CHARITIES INC		726.29	
	P1200040-PO# 03/01/12 -VN#010178			DUNGARVIN WISCONSIN LLC		156,200.92	
	P1200041-PO# 03/01/12 -VN#030614			EASTER SEALS RESPITE PROGRAM		500.00	
	P1200043-PO# 03/01/12 -VN#051451			ENCOMPASS HEALTHCARE AND ASSIS		5,662.50	
	P1200059-PO# 03/01/12 -VN#018338			HOMECARE PHARMACY		395.93	
	P1200064-PO# 03/01/12 -VN#013617			JANESVILLE MEALS ON WHEELS		108.50	
	P1200065-PO# 03/01/12 -VN#013825			KELLY HOUSE		4,516.20	
	P1200070-PO# 03/01/12 -VN#014260			LUTHERAN SOCIAL SERVICES		7,612.90	
	P1200077-PO# 03/01/12 -VN#015019			OPPORTUNITIES INC		7,971.24	
	P1200081-PO# 03/01/12 -VN#047912			PANTHEON INDUSTRIES		843.48	
	P1200102-PO# 03/01/12 -VN#016049			SENIOR SERVICES OF ROCK COUNTY		568.00	
	P1200105-PO# 03/01/12 -VN#027702			ST COLETTA OF WISCONSIN		3,273.91	
	P1200115-PO# 03/01/12 -VN#043013			VIP SERVICES INC		3,104.16	
				CLOSING BALANCE	4,919,085.09		217,666.60
3333100000-62620	COMM.INTEG.-1A	3,366,554.00 81.3%	397,807.68	2,339,457.54	629,288.78		
	P1200023-PO# 03/01/12 -VN#023658			ALTERNATIVE HOMECARE INC		3,168.00	
	P1200034-PO# 03/01/12 -VN#011693			CATHOLIC CHARITIES INC		39.76	
	P1200040-PO# 03/01/12 -VN#010178			DUNGARVIN WISCONSIN LLC		17,095.01	
	P1200070-PO# 03/01/12 -VN#014260			LUTHERAN SOCIAL SERVICES		1,321.20	
	P1200082-PO# 03/01/12 -VN#047911			PARAGON COMMUNITY SERVICES LLC		1,558.19	
	P1200114-PO# 03/01/12 -VN#036622			UNIFIED COMMUNITY SERVICES		258.30	
				CLOSING BALANCE	605,848.32		23,440.46
3333100000-62627	BT-WAIVER	978,960.00 75.7%	148,067.22	593,674.54	237,218.24		
	P1200082-PO# 03/01/12 -VN#047911			PARAGON COMMUNITY SERVICES LLC		1,475.82	
	P1200105-PO# 03/01/12 -VN#027702			ST COLETTA OF WISCONSIN		1,928.78	
				CLOSING BALANCE	233,813.64		3,404.60
3333100000-63200	PUBL/SUBCR/DUES	1,100.00 52.3%	576.00	0.00	524.00		
	P1201152-PO# 03/01/12 -VN#035229			BRAIN INJURY ASSOCIATION OF WI		50.00	

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
			CLOSING BALANCE		474.00		50.00
	D.D.BOARD		PROG-TOTAL-PO			270,266.70	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$270,266.70 INCURRED BY DEVELOPMENTAL DISABILITIES. 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.

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

MAR 14 2012

DATE _____ CHAIR

PURCHASE ORDER NUMBER P1200410 PEID 031983

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT DD Board
COMMITTEE Rock Co. DD Board
VENDOR NAME Abilities Inc
ACCOUNT NUMBER 33-3310-0000-62604
FUNDS DESCRIPTION CIP LB
AMOUNT OF INCREASE \$ 54,397
INCREASE FROM \$ 163,867 TO \$ 218,264
ACCOUNT BALANCE AVAILABLE \$ 5,136,663 *2-21-12*
REASON FOR AMENDMENT One current client moved into services from an Adult Family Home

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____
FINANCE COMMITTEE _____
(if over \$10,000) Chair _____ Date _____
COUNTY BOARD _____
(if over \$10,000) Resolution # _____ Adoption Date _____

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-117
Transfer No.

Requested by Developmental Disabilities Board

John Hanewall

2/24/2012

Department

Department Head

Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62604	Nursing Home Relocation (CIP 1B)	\$104,724
33-3310-0000-62606	Family Support	26,234
33-3310-0000-63100	Office Supplies & Expenses	26

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62601	Purchase of Care	\$104,724
33-3310-0000-62633	CITW-Children's Long Term Waiver	26,234
33-3310-0000-63200	Publications/Subscriptions	26

FISCAL NOTE:

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

ADMINISTRATIVE NOTE:

Recommended.



REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

COMMITTEE CHAIR

_____ File _____

ROCK COUNTY TRANSFER REQUESTS

2011

FINANCE DIRECTOR
RECEIVED

11-117

FEB 27 2012

DATE: 2/24/2012

Department

Developmental Disabilities Board

Department Head Signature

TO: FINANCE DIRECTOR

REQUESTED BY: Developmental Disabilities Board

FROM: FINANCE DIRECTOR

FROM:	AMOUNT	TO:	AMOUNT
1) ACCOUNT #: 33-3310-0000-62604 DESCRIPTION: Nursing Home Relocation CURRENT BALANCE: \$ 524,372.23 PROVIDED BY THE FINANCE DIRECTOR (CIP 1B)	\$104,724	ACCOUNT #: 33-3310-0000-62601 DESCRIPTION: Purchase of Care	\$104,724
2) ACCOUNT #: 33-3310-0000-62606 DESCRIPTION: Family Support CURRENT BALANCE: \$ 46,627.23 PROVIDED BY THE FINANCE DIRECTOR	26,234	ACCOUNT #: 33-3310-0000-62633 DESCRIPTION: CLT-Children's Long Term Waiver	26,234
3) ACCOUNT #: 33-3310-0000-63100 DESCRIPTION: Office Supplies & Expense CURRENT BALANCE: \$ 575.23 PROVIDED BY THE FINANCE DIRECTOR	26	ACCOUNT #: 33-3310-0000-63200 DESCRIPTION: Publications/Subscriptions	26
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR		ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

- 1) Additional funds are needed in Purchase of Care due to a CIPB client moving into an institutional facility for the majority of 2011.
- 2) Additional funds are needed in Children's Long Term Waiver due to a state directive to take additional children off of the waiting list.
- 3) Additional funds are needed in Publications/Subscriptions due to an increase in required dues & licensing fees.
- 4) Funds are available in Nursing Home Relocation (CIP 1B) because funds were budgeted for a CIP 1B client who is in an institution. Institutional costs are not covered by CIP funds.
- 5) Funds are available in Family Support because more kids transitioned from Family Support to the Children's Long Term Waiver.
- 6) Funds are available in Office Supplies & Expense because less need for office supplies due to 2 staff vacancies in 2011.

Revised: May 16, 1997

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

12-03

Transfer No.

Requested by Developmental Disabilities Board

John Hanewall

2/24/2012

Department

Department Head

Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62620	Community Integration Prog. (CIP 1A)	\$ 86,937
33-3310-0000-62601	Purchase of Care	21,705
33-3310-0000-62604	Nursing Home Relocation (CIP 1B)	1,270

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62604	Nursing Home Relocation (CIP 1B)	\$ 108,642
33-3310-0000-62627	Brain Trauma	1,270

FISCAL NOTE:

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

ADMINISTRATIVE NOTE:

Recommended.

OK

REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

COMMITTEE CHAIR

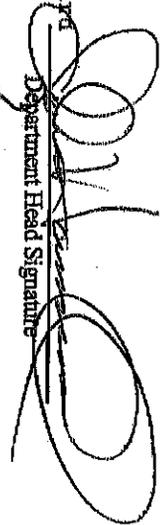
_____ File _____

ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: Developmental Disabilities Board

Department


Department Head Signature

DATE: 2/24/2012

FEB 27 2012

12-03

2012
FINANCE DIRECTOR
RECEIVED

FROM:	AMOUNT	TO:	AMOUNT
1) ACCOUNT #: 33-3310-0000-62620 DESCRIPTION: Community Integration Prog. (CIP 1A) CURRENT BALANCE: \$ 629,288 <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	\$86,937	ACCOUNT #: 33-3310-0000-62604 DESCRIPTION: Nursing Home Relocation (CIP 1B)	\$108,642
2) ACCOUNT #: 33-3310-0000-62601 DESCRIPTION: Purchase of Care CURRENT BALANCE: \$256,064 <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	21,705	ACCOUNT #: 33-3310-0000-62627 DESCRIPTION: Brain Trauma	1,270
3) ACCOUNT #: 33-3310-0000-62604 DESCRIPTION: Nursing Home Relocation (CIP 1B) CURRENT BALANCE: \$ 5,136,790 <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	1,270	ACCOUNT #: DESCRIPTION:	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR		ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

- 1) Additional funds are needed in Nursing Home Relocation (CIP 1B) due to one CIP 1B client filling a residential slot that was vacant due to a deceased CIP 1A client. Additional funds are needed in CIP 1B due to 2 current residential clients who have moved into a CIP eligible home.
- 2) Additional funds are needed in Brain Trauma due to a current client needing supported employment services in 2012.
- 3) Funds are available in the Community Integration Program (CIP 1A) because funds were budgeted for a CIP 1A client who is deceased. The CIP 1B client in line 1 filled the CIP 1A residential vacancy.
- 4) Funds are available in Purchase of Care because money was budgeted for 2 clients who resided in a home that was not eligible to be covered by CIP but the 2 clients recently moved into a new home that is a CIP eligible residence.
- 5) Funds are available in CIP 1B because money was budgeted for the Supported Employment Program which is now needed by a TRANSFER.DOC Brain Trauma client.