



Rock County Human Services Department
P. O. Box 1649, 3530 N. County Trunk F
Janesville, Wisconsin 53547-1649
Phone: 608/757-5271
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ROCK COUNTY HUMAN SERVICES BOARD
Wednesday, August 12, 2015 – 4:30 p.m.

Care House, 1126 Conde Street, Janesville

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of July 22, 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. Resolution Recognizing Norman Geffers * - Mr. Horozewski
9. Resolution Recognizing Nancy Peterson * – Ms. Mooren
10. Care House Presentation – Ms. Speich, Care House Staff
11. Resolution Amending the 2015 HSD Budget to Accept the Transfer of County General Funds * - Ms. Klyve
12. Director's Report *
 - Budget Updates
 - Report on Semi-Annual Conference(s)/Convention
13. Next Meeting: Wednesday, August 26, 2015 at 4:30 p.m. at the Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.
14. Adjourn

**Location
Change**

NOTE TO COMMITTEE MEMBERS: To ensure a quorum, please call the Administrative Secretary at 757-5271 if you are unable to attend the meeting.

* Attachment ** These items may be handed out at the meeting if not available for the mailing.

PURCHASE ORDER NUMBER P1500305 PEID 032519

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE 07/31/2015

DEPARTMENT HUMAN SERVICES

COMMITTEE HUMAN SERVICES

VENDOR NAME SOUTHWEST WISCONSIN WORKFORCE DEVELOP

ACCOUNT NUMBER 36-3730-1000-62119

FUNDS DESCRIPTION JOB CENTER CONTRACTED SERVICES

AMOUNT OF INCREASE \$ 2,500.00

INCREASE FROM \$ 10,000 TO \$ 12,500

ACCOUNT BALANCE AVAILABLE \$ 69,407.03 SB 07/31/15

REASON FOR AMENDMENT ADDITIONAL FUNDS NEEDED FOR JOB CENTER

FACILITY MANAGER AND SUPPORT

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

COMMITTEE APPROVAL REPORT

07/22/2015

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3690-0000-63200	PUBL/SUBCR/DUES				
ENC 36-3690-0000		R1502886	07/16/2015	AMAZON.COM	195.60
	Budget		YTD Exp	YTD Enc	Pending
OUTPATIENT SER	800.00		0.00	0.00	195.60
					Closing Balance
					604.40

I have examined the preceding bills and encumbrances in the total amount of \$195.60

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

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3602-0000-63100	OFC SUPP & EXP					
ENC 36-3602-0000		R1502981	07/28/2015	AMAZON.COM		30.96
ENC 36-3602-0000		R1502998	07/28/2015	AMAZON.COM		98.30
OVERHEAD	Budget 74,288.00		YTD Exp 14,801.34	YTD Enc 5,594.17	Pending 129.26	Closing Balance 53,763.23
36-3634-0000-64604	PROGRAM EXPENSE					
ENC 36-3634-1731		R1502981	07/28/2015	AMAZON.COM		49.95
CPS	Budget 107,748.00		YTD Exp 92,248.53	YTD Enc 12,308.64	Pending 49.95	Closing Balance 3,140.88
36-3697-0000-64604	PROGRAM EXPENSE					
ENC 36-3697-0000		R1502981	07/28/2015	AMAZON.COM		51.24
CFIS	Budget 6,000.00		YTD Exp 1,659.99	YTD Enc 222.64	Pending 51.24	Closing Balance 4,068.13

I have examined the preceding bills and encumbrances in the total amount of \$230.45
 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

OSS 50803

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3602-0000-61915 36-3602-0000	CERT/LIC/OTHER		08/03/2015	ROCK COUNTY HUMAN SERVICES DEP	550.00	
OVERHEAD	Budget 85.00		YTD Exp 270.00	YTD Enc 0.00	Pending 550.00	Closing Balance (735.00)
36-3603-0000-64908 36-3603-3012 36-3603-3015	CONTRIBUTIONS		08/03/2015 08/03/2015	ROCK COUNTY HUMAN SERVICES DEP ROCK COUNTY HUMAN SERVICES DEP	350.00 100.00	
SPECIAL HSD	Budget 8,000.00		YTD Exp 3,155.91	YTD Enc 341.00	Pending 450.00	Closing Balance 4,053.09
36-3634-0000-64604 36-3634-1803 36-3634-1814	PROGRAM EXPENSE		08/03/2015 08/03/2015	ROCK COUNTY HUMAN SERVICES DEP ROCK COUNTY HUMAN SERVICES DEP	134.50 196.11	
CPS	Budget 107,748.00		YTD Exp 92,248.53	YTD Enc 12,358.59	Pending 329.61	Closing Balance 2,811.27
36-3702-0000-64604 36-3702-0000	PROGRAM EXPENSE		08/03/2015	ROCK COUNTY HUMAN SERVICES DEP	450.00	
DRUG COURT	Budget 31,223.00		YTD Exp 16,710.89	YTD Enc 4,971.50	Pending 450.00	Closing Balance 9,090.61
36-3706-0000-64604 36-3706-1206	PROGRAM EXPENSE		08/03/2015	ROCK COUNTY HUMAN SERVICES DEP	653.00	
CSP	Budget 755,674.00		YTD Exp 386,650.94	YTD Enc 0.00	Pending 653.00	Closing Balance 368,370.06

I have examined the preceding bills and encumbrances in the total amount of **\$2,432.61**
 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 _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3602-0000-62119 36-3602-0000	OTHER SERVICES	P1500670	07/27/2015	OFFICE PRO	448.21
OVERHEAD	Budget 32,037.00		YTD Exp 5,294.44	YTD Enc 1,517.15	Pending 448.21 Closing Balance 24,777.20
36-3602-0000-63100 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1500587	07/17/2015 07/01/2015	SINGER, JENNA WISCONSIN DEPARTMENT OF JUSTIC	44.97 135.50
OVERHEAD	Budget 74,288.00		YTD Exp 14,801.34	YTD Enc 5,723.43	Pending 180.47 Closing Balance 53,582.76
36-3603-0000-64605 36-3603-0000 36-3603-0000 36-3603-0000	NON-REIMB EXP	P1500577	07/27/2015 07/17/2015 06/25/2015	KLYVE, CHARMIAN MUTH, MICHELLE SENTRY FOOD STORE	25.96 40.70 88.55
SPECIAL HSD	Budget 6,500.00		YTD Exp 1,751.80	YTD Enc 34.95	Pending 155.21 Closing Balance 4,558.04
36-3603-0000-64908 36-3603-3015	CONTRIBUTIONS	P1502724	07/20/2015	BAT CAVE, THE	341.00
SPECIAL HSD	Budget 8,000.00		YTD Exp 3,605.91	YTD Enc 0.00	Pending 341.00 Closing Balance 4,053.09
36-3604-0000-62119 36-3604-0000	OTHER SERVICES	P1502725	07/08/2015	CITY OF JANESVILLE	12,573.08
ECONOMIC SUPPORT	Budget 65,168.00		YTD Exp 34,860.00	YTD Enc 0.00	Pending 12,573.08 Closing Balance 17,732.92
36-3634-0000-62119 36-3634-5013 36-3634-5014	OTHER SERVICES	P1502719 P1500630	06/30/2015 06/30/2015	CHILDRENS SERVICE SOCIETY OF W COMMUNITY CARE PROGRAMS INC	825.00 1,190.00
CPS	Budget 259,990.00		YTD Exp 194,135.81	YTD Enc 13,000.00	Pending 2,015.00 Closing Balance 50,839.19
36-3634-0000-62176 36-3634-0000	LABORATORY	P1500574	06/30/2015	REDWOOD TOXICOLOGY LABORATORY	1,556.63
CPS	Budget 13,500.00		YTD Exp 8,547.49	YTD Enc 0.00	Pending 1,556.63 Closing Balance 3,395.88
36-3634-0000-62503 36-3634-0000	INTERPRETER FEES	P1500641	05/13/2015	SWITS LTD	2,190.00
CPS	Budget 1,500.00		YTD Exp 9,752.50	YTD Enc 0.00	Pending 2,190.00 Closing Balance (10,442.50)
36-3634-0000-64200 36-3634-0000 36-3634-0000 36-3634-0000 36-3634-0000	TRAINING EXP	P1502408 P1502636 P1502637 P1502639	06/11/2015 07/22/2015 07/22/2015 07/22/2015	UNIVERSITY OF WISCONSIN MADISO WISCONSIN DEPARTMENT OF JUSTIC WISCONSIN JUVENILE COURT INTAK KALAHARI RESORT CONVENTION CEN	460.00 50.00 120.00 258.00

transfer coming
Closing Balance
2,190.00
(10,442.50)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
CPS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	17,691.00		11,524.77	1,646.00	888.00	3,632.23
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1731		P1500637	07/29/2015	JANESVILLE TRANSIT SYSTEM	313.00	
36-3634-1803		P1500587	07/01/2015	WISCONSIN DEPARTMENT OF JUSTIC	70.00	
36-3634-1803		P1502708	07/30/2015	KWIK TRIP STORES	400.00	
36-3634-1814		P1500532	06/30/2015	BELOIT DAILY NEWS	14.43	
36-3634-1814		P1500544	07/17/2015	GREGG INVESTIGATIONS INC	105.00	
36-3634-1814		P1500548	06/30/2015	JANESVILLE GAZETTE INC	22.02	
36-3634-1814		P1502642	06/19/2015	CHIPPEWA COUNTY SHERIFFS DEPAR	55.00	
36-3634-1814		P1502646	07/01/2015	ROCK RIVER TIMES, THE	70.00	
36-3634-1814		P1502651	07/06/2015	MARKLEY INVESTIGATIONS INC	43.00	
36-3634-1814		P1502716	07/17/2015	CAPITAL NEWSPAPERS	16.78	
36-3634-1814		P1502723	07/20/2015	KENOSHA NEWS	28.68	
36-3634-5000		P1500587	07/01/2015	WISCONSIN DEPARTMENT OF JUSTIC	141.00	
CPS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	107,748.00		98,351.94	2,639.63	1,278.91	5,477.52
36-3636-0000-64604	PROGRAM EXPENSE					
36-3636-1899		P1502367	06/30/2015	BLACKHAWK TECHNICAL COLLEGE	583.22	
INDEPEND LIVING	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	8,150.00		1,096.06	0.00	583.22	6,470.72
36-3637-0000-64604	PROGRAM EXPENSE					
36-3637-2015		P1502583	07/13/2015	RWCFS INC Hbfd	500.00	
HOME VISITATION	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00		14,640.00	0.00	500.00	(13,140.00)
36-3646-0000-82119	OTHER SERVICES					
36-3646-3041		P1500630	06/30/2015	COMMUNITY CARE PROGRAMS INC	3,580.00	
36-3646-5009		P1502710	06/26/2015	FFT LLC	7,000.00	
36-3646-5009		P1502718	06/29/2015	FFT LLC	408.28	
36-3646-5014		P1500630	06/30/2015	COMMUNITY CARE PROGRAMS INC	1,231.33	
36-3646-5014		P1502712	07/02/2015	META HOUSE	4,500.00	
36-3646-5015		P1500527	06/30/2015	ANU FAMILY SERVICES	1,500.00	
36-3646-5015		P1500630	06/30/2015	COMMUNITY CARE PROGRAMS INC	595.00	
36-3646-5015		P1502711	06/30/2015	HOPE CHILD AND FAMILY COUNSELI	2,340.00	
36-3646-5018		P1502709	07/02/2015	COUNSELING RESOURCES NEUROPSYC	2,875.00	
36-3646-5019		P1500630	06/30/2015	COMMUNITY CARE PROGRAMS INC	595.00	
JUVENILE JUSTICE	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	185,613.00		73,541.39	17,810.80	24,622.61	69,638.20
36-3646-0000-62176	LABORATORY					
36-3646-0000		P1500574	06/30/2015	REDWOOD TOXICOLOGY LABORATORY	237.00	
JUVENILE JUSTICE	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00		1,437.88	0.00	237.00	825.12
36-3646-0000-64200	TRAINING EXP					
36-3646-0000		P1502408	06/11/2015	UNIVERSITY OF WISCONSIN MADISO	120.00	

transfer coming
Closing Balance
(13,140.00)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
JUVENILE JUSTICE		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,775.00	1,570.95	130.00	120.00	964.05
36-3646-0000-64604	PROGRAM EXPENSE					
36-3646-5016		P1500577	07/08/2015	SENTRY FOOD STORE		22.87
JUVENILE JUSTICE		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		12,245.00	2,714.92	176.45	22.87	9,330.76
36-3655-0000-64604	PROGRAM EXPENSE					
36-3655-0000		P1500587	07/01/2015	WISCONSIN DEPARTMENT OF JUSTIC		140.00
KINSHIP CARE		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,000.00	918.00	0.00	140.00	942.00
36-3664-0000-61915	CERT/LIC/OTHER					
36-3664-0000		P1500538	07/09/2015	DEAN HEALTH SYSTEMS		288.00
YOUTH SERVICES		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		5,169.00	1,985.00	0.00	288.00	2,896.00
36-3664-0000-63400	OPERATING SUPPLI					
36-3664-0000		P1502457	07/01/2015	ULINE		99.49
36-3664-0000		P1502458	06/21/2015	HEDBERG PUBLIC LIBRARY		17.99
36-3664-0000		P1502584	07/20/2015	PHYSICIANS RECORD COMPANY		57.27
YOUTH SERVICES		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		44,734.00	22,462.59	751.29	174.75	21,345.37
36-3666-0000-64200	TRAINING EXP					
36-3666-0000		P1502518	07/09/2015	PESI		189.99
36-3666-0000		P1502519	07/09/2015	GWAAR		30.00
LTS - ACS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,505.00	1,123.98	0.00	219.99	1,161.03
36-3683-0000-64200	TRAINING EXP					
36-3683-5032		P1502511	07/09/2015	UNIVERSITY OF WISCONSIN STEVEN		125.00
36-3683-5032		P1502521	07/09/2015	HOLIDAY INN STEVENS POINT		82.00
ADRC		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		4,665.00	1,878.99	0.00	207.00	2,579.01
36-3683-0000-64604	PROGRAM EXPENSE					
36-3683-0000		P1502346	07/10/2015	INTERNATIONAL EZ UP		1,125.10
36-3683-0000		P1502581	07/15/2015	CREEKSIDE PLACE		80.00
ADRC		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		30,000.00	10,555.58	5,235.52	1,205.10	13,003.80
36-3689-0000-62119	OTHER SERVICES					
36-3689-0000		P1502715	07/07/2015	WOODLAND ENHANCED HEALTH SERVI		1,923.90
CRISIS		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		1,650,011.00	538,532.39	763,709.24	1,923.90	345,845.47

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0000		P1500637	07/23/2015	JANESVILLE TRANSIT SYSTEM	1,500.00	
36-3689-0000		P1502721	07/30/2015	ROCK MED LTC PHARMACY	99.91	
36-3689-0002		P1500552	06/24/2015	LANNON STONE MOTEL	1,412.00	
36-3689-0002		P1500555	04/06/2015	NAMAN LLC	200.00	
36-3689-0002		P1500640	03/23/2015	SRB PROPERTY MANAGEMENT LLC	300.00	
36-3689-0002		P1501292	06/24/2015	SUPER 8 MOTEL	629.86	
36-3689-0002		P1502409	06/26/2015	MOTEL 6	223.96	
36-3689-0002		P1502411	06/23/2015	NEIGHBORHOOD HOUSING SERVICES	25.00	
36-3689-0004		P1500546	06/12/2015	HOMECARE PHARMACY LLC	29.71	
36-3689-0004		P1500551	06/30/2015	KEALEY PHARMACY	156.70	
36-3689-1226		P1502717	07/01/2015	HEARTWARMING HOUSE	3,624.37	
CRISIS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	421,300.00		137,535.00	(0.00)	8,201.51	275,563.49
36-3690-0000-61915	CERT/LIC/OTHER					
36-3690-0000			07/28/2015	LEY MINGUEY, TIFFANY	240.00	
OUTPATIENT SER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,804.00		3,086.00	0.00	240.00	(1,722.00)
36-3690-0000-62119	OTHER SERVICES					
36-3690-0000		P1500526	06/30/2015	ADVANCED DISPOSAL SERVICES	22.44	
36-3690-0000		P1500559	07/14/2015	NEEDY MEDS INC	38.00	
36-3690-0000		P1500575	07/17/2015	SAFEWAY PEST CONTROL	11.55	
OUTPATIENT SER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	66,127.00		36,314.50	26,396.80	71.99	3,343.71
36-3690-0000-62170	PHYSICIAN/OTHER					
36-3690-0000		P1500570	07/20/2015	PSYCHOLOGY CLINIC INC, THE	1,050.00	
OUTPATIENT SER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	139,540.00		77,691.50	48,274.00	1,050.00	12,524.50
36-3690-0000-64200	TRAINING EXP					
36-3690-0000		P1502510	06/15/2015	UNIVERSITY OF WISCONSIN STEVEN	50.00	
36-3690-5033		P1502727	06/23/2015	ANDERSON, LISA	3,591.60	
OUTPATIENT SER	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	48,170.00		16,493.23	664.00	3,641.60	27,371.17
36-3691-0000-64604	PROGRAM EXPENSE					
36-3691-0000		P1500587	07/01/2015	WISCONSIN DEPARTMENT OF JUSTIC	60.00	
CLTS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,541,921.00		37,613.95	422.53	60.00	1,503,824.52
36-3696-0000-62176	LABORATORY					
36-3696-0000		P1500572	06/22/2015	REDWOOD BIOTECH	783.27	
TAP	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00		5,616.00	0.00	783.27	17,600.73
36-3697-0000-62503	INTERPRETER FEES					

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3697-0000		P1500641	05/13/2015	SWITS LTD	138.00	
CFIS	Budget 2,500.00		YTD Exp 1,323.50	YTD Enc 0.00	Pending 138.00	Closing Balance 1,038.50
36-3697-0000-64200	TRAINING EXP					
36-3697-0000		P1502408	06/11/2015	UNIVERSITY OF WISCONSIN MADISO	80.00	
CFIS	Budget 3,825.00		YTD Exp 600.28	YTD Enc 80.00	Pending 80.00	Closing Balance 3,064.72
36-3697-0000-64604	PROGRAM EXPENSE					
36-3697-0000			07/28/2015	SINGER, JENNA	29.99	
36-3697-0000		P1500557	07/15/2015	MENARDS	424.98	
36-3697-0000		P1502645	07/22/2015	SHOPKO INC #130	120.95	
CFIS	Budget 6,000.00		YTD Exp 1,659.99	YTD Enc 152.93	Pending 575.32	Closing Balance 3,611.76
36-3701-0000-64604	PROGRAM EXPENSE					
36-3701-0000		P1500551	07/11/2015	KEALEY PHARMACY	1,052.65	
JUSTICE&MH COLLA	Budget 0.00		YTD Exp 2,011.10	YTD Enc 0.00	Pending 1,052.65	Closing Balance <i>transfer coming</i> (3,063.75)
36-3702-0000-62176	LABORATORY					
36-3702-0000		P1500572	06/22/2015	REDWOOD BIOTECH	2,303.74	
DRUG COURT	Budget 64,000.00		YTD Exp 16,517.66	YTD Enc 0.00	Pending 2,303.74	Closing Balance 45,178.80
36-3702-0000-64604	PROGRAM EXPENSE					
36-3702-0000			04/08/2015	PICK N SAVE MEGA FOOD CENTER	32.28	
36-3702-0000		P1500526	06/30/2015	ADVANCED DISPOSAL SERVICES	30.00	
36-3702-0000		P1500551	07/07/2015	KEALEY PHARMACY	349.75	
36-3702-0000		P1502456	07/07/2015	ALCOPRO	3,463.50	
DRUG COURT	Budget 31,223.00		YTD Exp 17,160.89	YTD Enc 1,574.00	Pending 3,875.53	Closing Balance 8,612.58
36-3703-0000-64604	PROGRAM EXPENSE					
36-3703-2015		P1502545	07/13/2015	UNIVERSITY OF WISCONSIN EXTENS	475.00	
36-3703-2015		P1502587	04/28/2015	CORRECTIONAL COUNSELING INC	1,361.19	
IDP ENHAN GRANT	Budget 24,090.00		YTD Exp 14,170.90	YTD Enc 0.00	Pending 1,836.19	Closing Balance 8,082.91
36-3704-0000-62176	LABORATORY					
36-3704-0000		P1500572	06/22/2015	REDWOOD BIOTECH	1,520.47	
IDP	Budget 40,000.00		YTD Exp 10,901.66	YTD Enc 0.00	Pending 1,520.47	Closing Balance 27,577.87
36-3705-0000-64604	PROGRAM EXPENSE					
36-3705-0000			07/15/2015	LAKE-CISMESIA, AMANDA	50.05	
36-3705-2015			07/23/2015	LAKE-CISMESIA, AMANDA	54.79	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
JJ AODA		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		11,134.00	6,097.40	0.00	104.84	4,931.76
36-3706-0000-62119	OTHER SERVICES					
36-3706-0000		P1500526	06/30/2015	ADVANCED DISPOSAL SERVICES		45.56
36-3706-0000		P1500575	07/17/2015	SAFEWAY PEST CONTROL		23.45
CSP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		9,302.00	5,093.46	1,501.59	69.01	2,637.94
36-3706-0000-64200	TRAINING EXP					
36-3706-0000		P1502555	07/13/2015	UNIVERSITY OF WISCONSIN EXTENS		300.00
CSP		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		3,585.00	168.56	300.00	300.00	2,818.44
36-3730-0000-62119	OTHER SERVICES					
36-3730-1000		P1500575	07/17/2015	SAFEWAY PEST CONTROL		38.00
36-3730-1000		P1502714	06/30/2015	SOUTHWEST WISCONSIN WORKFORCE		353.97
JOB CENTER		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		128,734.00	40,507.73	18,465.27	391.97	69,369.03
36-3730-0000-62400	R & M SERV					
36-3730-1000		P1500526	06/30/2015	ADVANCED DISPOSAL SERVICES		129.95
36-3730-1000		P1502720	06/25/2015	TRI COR MECHANICAL INC		2,555.00
36-3730-1000		P1502722	07/23/2015	BELOIT FIRE PROTECTION COMPANY		239.05
JOB CENTER		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		137,291.00	9,292.16	1,200.00	2,924.00	123,874.84
36-3730-0000-67200	CAPITAL IMPROV					
36-3730-1000		P1502713	04/29/2015	HALVERSON CARPET CENTER LTD		920.00
JOB CENTER		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		48,400.00	3,562.00	0.00	920.00	43,918.00

I have examined the preceding bills and encumbrances in the total amount of **\$82,011.04**
 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: _____ Dept Head _____
 Committee Chair _____

05550801

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1724			08/03/2015	VETTER,JOAN	250.00	
36-3634-1724			08/03/2015	ZIELKE,LAURIE L	250.00	
36-3634-1802			08/03/2015	OCONOMOWOC DEVELOPMENT	1,728.00	
36-3634-1803		P1501293	08/03/2015	GOSHEN GROUP HOME*	3,444.80	
36-3634-1822		P1502707	08/03/2015	OLDENBURG,SHIANN	101.00	
CPS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	107,748.00		93,857.05	2,639.83	5,773.80	5,477.52

I have examined the preceding bills and encumbrances in the total amount of **\$5,773.80**
 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 _____

Page 808

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve
INITIATED BY



Lance Horozewski
DRAFTED BY

Human Service Board
SUBMITTED BY

July 30, 2015
DATE DRAFTED

RECOGNIZING NORMAN GEFFERS

1 **WHEREAS**, Norman Geffers has served the citizens of Rock County for fifteen (15) years as
2 a dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Norman Geffers began his career on May 30, 2000 under the Rock County
5 Department of Human Services, as a Youth Specialist at the Youth Services Center for fifteen
6 (15) years. Mr. Geffers retired from Rock County Department of Human Services on July 6th,
7 2015; and,
8

9 **WHEREAS**, Mr. Geffers always put the needs of the youth at the Youth Services Center first.
10 He demonstrated a true passion for the work and was always willing to go the extra mile for
11 his coworkers. Mr. Geffers helped mentor new Youth Specialists and provide guidance due to
12 his years of experience at the Youth Services Center; and,
13

14 **WHEREAS**, Norman Geffers has proven himself to be a compassionate, caring, and
15 committed employee, always advocating for the youth placed at the Youth Services Center;
16 and,
17

18 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
19 County, wishes to recognize Norman Geffers for his significant contributions to the Human
20 Services Department and his long and faithful service.
21

22 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
23 duly assembled this _____ day of _____, 2015, does hereby recognize Norman
24 Geffers for his fifteen (15) years of service and extend best wishes to him in his future
25 endeavors; and,
26

27 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish
28 a copy of this resolution to Norman Geffers.

RECOGNIZING NORMAN GEFFERS

Page 2

Respectfully Submitted,

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Terry Fell

Linda Garrett

William Grahn

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve
INITIATED BY



Sara Mooren
DRAFTED BY

Human Service Board
SUBMITTED BY

August 3, 2015
DATE DRAFTED

RECOGNIZING NANCY PETERSON

1 **WHEREAS**, Nancy Peterson has served the citizens of Rock County for over twenty-four
2 (24) years as a dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Nancy Peterson began her career on January 2, 1991 as a Clerk Typist II in the
5 Register of Deeds Office, where she carried out a variety of responsibilities including, but not
6 limited to, microfilming real estate documents during a very busy time; and,
7

8 **WHEREAS**, on August 12, 1991 Ms. Peterson started the position of Terminal Operator II
9 (Data Processing Operator) with the Human Services Department, where before the use of
10 personal computers was widespread, she supported a variety of programs by entering key data
11 into state systems using a computer that was supplied by the state, and did transcription and
12 word processing for social workers among other things; and,
13

14 **WHEREAS**, on September 18, 1996, Ms. Peterson took the position of Administrative
15 Assistant at the then called Juvenile Detention Center, where she provided general
16 administrative support, ordered materials and supplies, took meeting minutes, completed
17 filing and data entry; and,
18

19 **WHEREAS**, Ms. Peterson then took the position of Account Clerk – HSD on May 3rd, 1999,
20 completing general accounting duties including processing petty cash requests, emergency
21 assistance and funeral and cemetery payments, and working with various programs including
22 Interim Assistance, W-2, Children’s Long Term Support, juvenile restitution and AODA; and,
23

24 **WHEREAS**, Ms. Peterson retired from the Rock County Human Services Department on
25 July 17, 2015; and,
26

27 **WHEREAS**, during her career with Rock County, Nancy Peterson has proven herself to be a
28 dedicated employee on behalf of Rock County children and families; and,
29

30 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
31 County, wishes to recognize Nancy Peterson for her contributions to the citizens of Rock
32 County.
33

34 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
35 duly assembled this _____ day of _____, 2015, does hereby recognize Nancy
36 Peterson for her twenty-four (24) years of service and extend best wishes to her in her future
37 endeavors; and,
38

39 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish
40 a copy of this resolution to Nancy Peterson.

RECOGNIZING NANCY PETERSON

Page 2

Respectfully Submitted,

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Terry Fell

Linda Garrett

William Grahn

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve
INITIATED BY



Charmian Klyve
DRAFTED BY

Human Services Board
SUBMITTED BY

July 23, 2015
DATE DRAFTED

Amending the 2015 HSD Budget to Accept the Transfer of County General Funds

1 **WHEREAS**, over the past several years, Human Services has worked to improve substance abuse
2 treatment services to Rock County citizens; and,
3
4 **WHEREAS**, examples of efforts to improve the AODA system include: creating a walk in clinic to
5 screen and assess citizens immediately; expanding the number of dually certified MH and AODA
6 treatment providers in our outpatient clinics; instituting an AODA Coordinating Committee to work in
7 collaboration with the County established Behavioral Health Steering Committee; and,
8
9 **WHEREAS**, Human Services is now the treatment provider for the specialty courts: OWI; Drug; and
10 Treatment Alternatives; and,
11
12 **WHEREAS**, with the onset of the heroin epidemic, Human Services began a contract with Janesville
13 Psychiatric Services to provide medically assisted suboxone treatment for those addicted to heroin; and,
14
15 **WHEREAS**, suboxone treatment programs is at capacity and there is need for short term stabilization
16 and treatment services for people waiting for suboxone or residential treatment; and,
17
18 **WHEREAS**, the Human Services Department has responded to the increasing identified needs from the
19 broader community and Criminal Justice Coordinating Committee and Behavioral Health Redesign
20 Steering Committee members; and,
21
22 **WHEREAS**, the increased demand for AODA treatment, better identification of community need and
23 increased access to care, Human Services will fully expend the 2015 AODA Block Grant of \$224,912 by
24 the end of August 2015; and,
25
26 **WHEREAS**, Human Services is requesting the transfer of \$89,508 from the County General Fund to the
27 Human Services 2015 budget to continue funding for clients in need of necessary AODA treatment; and,
28
29 **WHEREAS**, we are requesting these funds for the balance of 2015, HSD also acknowledges that
30 resources are finite and the need will always exceed the available resources.
31
32 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
33 this _____ day of _____, 2015, does hereby authorize the transfer of County General Funds.
34
35
36 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2015 be amended
37 as follows:

<u>Account/Description</u>	<u>Budget</u> <u>8/1/15</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
19-1921-0000-47010 General Fund Application	\$54,875	\$89,508	\$144,383

15-8A-345

Amending the 2015 HSD Budget to Accept the Transfer of County General Funds

Page 2

	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
<u>Account/Description</u>	<u>8/1/15</u>	<u>(Decrease)</u>	<u>Budget</u>
45 <u>Use of Funds</u>			
46 36-3700-0000-62119	\$224,912	\$176,751	\$401,663
47 AODA Contracted Services			
48 36-3700-0000-68208	\$96,984	(\$16,257)	\$80,727
49 Allocated MH/AODA			
50 36-3704-0000-62119	\$151,700	(\$70,986)	\$80,714
51 IDP Contracted Services			

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Terry Fell

Linda Garrett

Billy Bob Grahn

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

3-0

Mary Mawhinney, Chair

FISCAL NOTE:

This resolution authorizes the use of \$89,508 in General Fund fund balance by HSD for the AODA program. The total General Fund unassigned fund balance at 12/31/14 is \$28,388,334.

Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2015 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

Josh Smith
County Administrator

EXECUTIVE SUMMARY

In recent years, there has been an increased demand for drug and alcohol addiction treatment services. Rock County Human Services is part of a community based treatment system that includes hospitals and clinics. All entities within this system have responded by treating more individuals who need AODA services.

There is also a more organized public advocacy for treatment. For example, the Behavioral Health Steering Committee works in collaboration with the AODA Coordinating Committee to increase community awareness and greater treatment capacity. The CJCC recognizes the need for treatment alternatives to incarceration and created specialty court such as OWI, Drug and Treatment Alternatives. Law enforcement utilizes community policing techniques to steer those who have addictions to treatment programs.

Human Services has worked to improve substance abuse treatment services for Rock County citizens in response to advocacy and community need. Examples of efforts to improve the AODA system include: creating a walk in clinic to screen and assess citizens immediately; expanding the number of dually certified MH and AODA treatment providers in our outpatient clinics; and, participating in the expansion of treatment alternative programs in cooperation with the judicial system and law enforcement.

The increased demand for AODA treatment, better identification of community need and increased access to care means Human Services will exhaust its quarter million dollar AODA treatment budget by August. Human Services is requesting the transfer of \$89,508 from the County General Fund to the Human Services 2015 budget to continue funding for clients in need of necessary AODA treatment. The Department requests these funds to pay for treatment services through the balance of 2015. HSD also acknowledges that public resources are finite and the need will always exceed the available resources.

With the onset of the heroin epidemic, The HSD began a contract with Janesville Psychiatric Services to provide a medically monitored suboxone treatment program. This program is at capacity. With part of this fund balance request, HSD will contract with a community agency for an AODA case manager to provide short term stabilization and treatment services for clients waiting for residential or suboxone treatment.

The contracted case manager would provide immediate support, treatment and stabilization services; link the client with local recovery support groups; keep the client "treatment ready"; assist in managing the wait list and linking clients with a payer source, such as Medicaid or other insurance.

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, August 12, 2015**

HSD MANAGEMENT TEAM MEETING – July 28, 2015

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Onboarding Email Group**
- **Bed Bug Policy**
- **Child Care Casepooling**

INFORMATION ITEMS

HSD Board Agenda
