



**ROCK COUNTY BOARD OF SUPERVISORS' MEETING
THURSDAY, MARCH 12, 2020 – 6:00 P.M.
COUNTY BOARD ROOM/COURTROOM H
FOURTH FLOOR/COURTHOUSE EAST**

Agenda

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES – February 27, 2020
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
 - A. Appointments to the Behavioral Health Redesign Steering Committee
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
 - A. Program Update on CASA Rock County – Sandy Johnson
 - B. Coronavirus Preparedness & Planning – Noel Sandoval
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes - Roll Call
 - 1) Revised Resolution – Retaining Architectural/Engineering Firm for Design Services for Renovation of District Attorney's Department Space in the Courthouse
 - 2) Amending the 2020 Land Conservation Department Budget to Purchase a GPS Survey Grade Instrument Package
 - 3) Amending the 2020 Rock Haven Budget for Unexpected Repairs
 - 4) Carryover of 2019 Budget Appropriations to 2020
 - B. Contracts – Roll Call
 - 1) Awarding Bid – Diamondback Airboat Package (Airboat and Trailer) for Rock County Sheriff's Office
 - C. Creating a 1.0 FTE Data Solutions Architect Position and Deleting a 1.0 FTE Computer Programmer/Analyst II Position
 - D. Creating a 1.0 FTE Business Manager Position and Deleting a 1.0 FTE Assistant to Information Technology Director Position

- E. Reclassification of a 1.0 FTE User Support Specialist Position to Public Safety Systems Coordinator Position

13. ADJOURNMENT

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

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



Office: (608) 757-5660
 Fax: (608) 757-5662
www.co.rock.wi.us

Lisa Tollefson, Rock County Clerk

PROCEEDINGS OF THE
 ROCK COUNTY BOARD OF SUPERVISORS

Janesville, Wisconsin
 February 27, 2020

The Rock County Board of Supervisors met, pursuant to adjournment on February 13, 2020, at 6:04 p.m. in the Courthouse at Janesville, Wisconsin.

Chair Podzilni called the meeting to order. Supervisor Richard gave the invocation.

3. Roll Call.

At roll call, Supervisors Peer, Fell, Aegerter, Beaver, Potter, Mawhinney, Richard, Lokrantz, Gustina, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Gramke, Brill, Schulz, Sweeney, Owens, Brien and Podzilni were present. Supervisors Fox, Yeomans, Leavy, Zajac, Bostwick and Bomkamp, were absent. PRESENT – 23. ABSENT – 6.

QUORUM PRESENT

4. Adoption of Agenda

Supervisors Davis and Thomas moved the Agenda. Agenda ADOPTED as follows:

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES – February 13, 2020
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
 - A. Appointment to the Wisconsin PACE Commission
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
 - A. Human Services Department Projects and Priorities Update – Kate Luster
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes – Roll Call
 - 1) Contracting for Additional Architectural/Engineering Design Services for the Renovation of 1717 Center Ave. Building and Amending the 2020 Facilities Management Budget
 - B. Contracts – Roll Call
 - 1) Authorizing Purchase of 2020 Budget Laptops
 - 2) Retaining Venture Architects for Consulting Services to Conduct a Future Needs Assessment of Rock County Sheriff's Office Huber Program
 - 3) Awarding Contract for Sound System Replacement in Courtroom H
13. ADJOURNMENT

Proceedings of the Rock County Board of Supervisors
February 27, 2020

5. Approval of Minutes – February 13, 2020

Supervisors Rynes and Gramke moved to approve the minutes as submitted. ADOPTED by acclamation.

7. Citizen Participation, Communications and Announcements

Ty Bollerud spoke on \$49.84 Verification of Public Assistance applications.

8.A. Appointment to the Wisconsin PACE Commission

Position: Member of the Wisconsin PACE Commission

New Appointment: Supervisor Mary Mawhinney

Effective Date: February 27, 2020

Supervisors Beaver and Potter moved the above appointments. ADOPTED by acclamation.

10. Supervisor Gramke introduced resolution – *Declaring Rock County to be a Second Amendment Sanctuary County.*

11. Reports – *Human Services Department Projects and Priorities Update* given by Kate Luster.

12.A.1. Contracting for Additional Architectural/Engineering Design Services for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Budget

Resolution No. 20-2B-423

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this 27th day of February, 2020, to authorize the contract for architectural /engineering services with Venture/Architects of Milwaukee, WI be amended in the amount of \$174,000; and,

BE IT FURTHER RESOLVED, that the Facilities Management 2020 Budget be amended as follows:

<u>Account/Description</u>	<u>Budget</u> <u>2/11/20</u>	<u>Increase/</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
18-1857-0000-47500 Prior Year Sales Tax	0	\$174,000	\$174,000
<u>Use of Funds:</u>			
18-1857-0000-67200 Capital Improvements	\$5,196,000	\$174,000	\$5,370,000

Supervisors Brill and Mawhinney moved the above resolution. Supervisors Rynes and Thomas moved to amend the resolution updating the 18-1857-0000-67200 Amended Budget from \$174,000 to \$5,370,000. Amended resolution APPROVED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Potter, Mawhinney, Richard, Lokrantz, Gustina, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Gramke, Brill, Schulz, Sweeney, Owens, Brien and Podzilni voted in favor. Supervisors Fox, Yeomans, Leavy, Zajac, Bostwick and Bomkamp, were absent. AYES – 23. NOES – 0. ABSENT – 6.

12.B.1. Authorizing Purchase of 2020 Budgeted Laptops

Resolution No. 20-2B-424

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this 27th day of February, 2020 that a Purchase Order for 100 Hewlett Packard ProBook 450 G6 laptop computers and 100 HP 3 year extended warranty service contracts with Accidental Damage Protection be issued to CDW-G in Vernon Hills, IL in the amount of \$89,500.

Supervisors Mawhinney and Owens moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Potter, Mawhinney, Richard, Lokrantz, Gustina, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Gramke, Brill, Schulz, Sweeney, Owens, Brien and Podzilni voted in favor. Supervisors Fox, Yeomans, Leavy, Zajac, Bostwick and Bomkamp, were absent. AYES – 23. NOES – 0. ABSENT – 6.

12.B.2. Retaining Venture Architects for Consulting Services to Conduct a Future Needs Assessment of Rock County Sheriff's Office Huber Program

Resolution No. 20-2B-425

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this 27th day of February, 2020 that a contract for architectural/engineering services be awarded to Venture/Architects, of Milwaukee, WI in the amount of \$45,000.

Proceedings of the Rock County Board of Supervisors
February 27, 2020

Supervisors Brill and Bussie moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Potter, Mawhinney, Richard, Lokrantz, Gustina, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Gramke, Brill, Schulz, Sweeney, Owens, Brien and Podzilni voted in favor. Supervisors Fox, Yeomans, Leavy, Zajac, Bostwick and Bomkamp, were absent. AYES – 23. NOES – 0. ABSENT – 6.

12.B.3. Awarding Contract for Sound System Replacement in Courtroom H

Resolution No. 20-2B-426

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this 27th day of February, 2020 that a contract be awarded to replace the sound system in courtroom H in the amount of \$74,132 to AVI Systems Inc. of Madison, WI.

Supervisors Brill and Brien moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Potter, Mawhinney, Richard, Lokrantz, Gustina, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Gramke, Brill, Schulz, Sweeney, Owens, Brien and Podzilni voted in favor. Supervisors Fox, Yeomans, Leavy, Zajac, Bostwick and Bomkamp, were absent. AYES – 23. NOES – 0. ABSENT – 6.

13. Adjournment

Supervisors Gustina and Richard moved to adjourn at 7:11 p.m. to Thursday, February 27th, 2020 at 6:00 p.m. ADOPTED by acclamation.



Prepared by Lisa Tollefson, County Clerk
NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD.

**APPOINTMENTS TO THE BEHAVIORAL HEALTH REDESIGN STEERING
COMMITTEE**

POSITION: Members of the Behavioral Health Redesign
Steering Committee

AUTHORITY: County Board Resolution 12-3A-608

TERM: Unexpired Term Ending April 30, 2022

PER DIEM: For County Board Supervisors Only
(Per Board Rule IV.J.)

PRESENT MEMBER: Jennifer Weidner
Vacant - Alternate

CONFIRMATION: Yes, by County Board of Supervisors

APPOINTMENT: Don Knight
Behavioral Health Director
74 Eclipse Center
Beloit, WI 53511

Stephen Smith (Alternate to Don Knight)
Chief Operations Officer
74 Eclipse Center
Beloit, WI 53511

EFFECTIVE DATE: March 12, 2020

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

February 20, 2020
DATE DRAFTED

Revised Resolution

**Retaining Architectural/Engineering Firm for Design Services for the
Renovation of District Attorney Department Space at the Courthouse**

- 1 **WHEREAS**, an error was made on the previous resolution showing the dollar amount as \$45,000 when it
- 2 should have read \$135,885; and,
- 3
- 4 **WHEREAS**, District Attorney's department has expanded and has occupied space as it has become
- 5 available; and,
- 6
- 7 **WHEREAS**, the currently layout is very inefficient for staff as well as being confusing for clients; and,
- 8
- 9 **WHEREAS**, the current layout also has clients meeting with attorneys in staff space creating a safety
- 10 risk; and,
- 11
- 12 **WHEREAS**, Venture Architects completed a space needs assessment and created a design which will
- 13 create a safer, more efficient workspace, improved client way-finding while eliminating the current needs
- 14 for addition space; and,
- 15
- 16 **WHEREAS**, Venture Architects will develop construction documents to bid out the renovation work.
- 17
- 18 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 19 this _____ day of _____, 2020, that a contract for architectural/engineering
- 20 services be awarded to Venture Architects, of Milwaukee, WI, in the amount of \$135,885; and,
- 21
- 22 **BE IT FURTHER RESOLVED**, that a \$13,500.00 contingency also be approved to cover any needed
- 23 changes in the scope of service.

20-3A-427

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill
Henry Brill, Chair

Jeremy Zajac
Jeremy Zajac, Vice Chair

Yuri Rashkin
Yuri Rashkin

Tom Brien
Tom Brien

Robert Potter
Robert Potter

Revised Resolution - Retaining Architectural/Engineering Firm for Design Services for Renovation of District Attorney's Department Space in the Courthouse
Page 2

FISCAL NOTE:

Sufficient funds were included in the Courthouse capital account for the cost of these services. This project is being funded by sales tax revenue.



Sherry Oja
Finance Director

LEGAL NOTE:

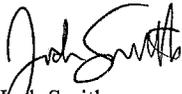
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Revised- Executive Summary

Revised Resolution

**Retaining Architectural/Engineering Firm for Design Services for Renovation of
District Attorney's Department Space in the Courthouse**

The revised-Resolution before you awards a contract to Venture Architects of Milwaukee, Wisconsin, in the amount of \$135,885 for design work with a contingency of \$13,500. The General Services Committee and County Board approved a resolution prior that had a cost error showing \$45,000 to do this design work. This contract covers architectural and engineering services related to the renovation the District Attorneys Space at the Courthouse.

The District Attorney's department has grown over the years and they have occupied space as it has become available. This has made the department's work flow inefficient and at times unsafe due to meeting with clients in staff space. They previously had a need for additional space.

Venture Architects of Milwaukee conducted a space needs assessment and created a design that was more efficient for staff, safer and less confusing for the clients, without requiring additional space.

January 23, 2020

Brent Sutherland
 Facilities Management Director
 Rock County Courthouse
 51 S. Main Street
 Janesville, WI 53545



ROCK COUNTY
 WISCONSIN

RE: Rock County

District Attorney Space Documentation, bidding and Construction Administration

Dear Mr. Sutherland;

Thank you for the opportunity to propose for the planning of the Rock County District Attorney space. Our repose is broken into three sections: Scope; Deliverables and Fee.

SCOPE - Understanding

- A. DA space limited to three component spaces: Prosecution, Victim Witness and Deferred Prosecution
- B. Construction Budget for these activities is : \$783,518.00
- C. Timeline will be Kick off early February 2020, with completion of CDs mid-March 2020.
- D. Construction completion August 2020.
- E. Work includes modifications to the Clerk of Courts windows.
- F. Work includes cabling for IT as defined by Rock County IT.
- G. Engineering for Power, illumination, HVAC, plumbing and modest structure (@ the new entrance) are included.
- H. Interior design (colors and materials) is included.

DELIVERABLE

- 1. **Bid Documents** – Consistent with the scope identified in the program and space planning phases and disciplines as noted above.
- 2. **Budget (updated)** – cost of executing the work defined in the above noted space plan.

January 23, 2020

ROCK COUNTY, WI District Attorney Space Planning
51 S. Main Street, Janesville, Wisconsin 53545

Page 2 of 2

FEE

Venture Architects proposes to execute the above work scope in the time identified consistent with our work plan for a lump sum fee of **\$135,885.00**. Traditional reimbursable expenses are in addition to the fee. Furniture design will be discussed at a later date but is likely the responsibility of the County under the existing service contract with your furniture provider. Note that this fee is less than the budgeted fee total (\$182,353) and as such we believe provides economy of scale and value to the County.

We are grateful for the opportunity to propose services for this project. Should you need additional clarification or scope review, confirmation of our assumptions, etc., please contact me at your convenience to allow us to amplify or modify our response.

We are prepared to start this work in the first week of February 2020.

Sincerely,

VENTURE ARCHITECTS



John Sabinash
Project Manager
Vice President | Principal

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

February 25, 2020
DATE DRAFTED

**AMENDING THE 2020 LAND CONSERVATION DEPARTMENT BUDGET
TO PURCHASE A GPS SURVEY GRADE INSTRUMENT PACKAGE**

1 **WHEREAS**, the Land Conservation Department (LCD) is in need of a new GPS Survey Grade
2 instrument package; and,

3
4 **WHEREAS**, the current GPS Survey Grade Instrument package, assigned to the LCD, is near the end of
5 its life and must be updated prior to the upcoming construction season to assure conservation staff
6 members are not at a disadvantage during spring best management practice installation season; and,

7
8 **WHEREAS**, a new Carlson GPS Survey Grade Instrument package, under state contract is \$13,995; and,

9
10 **WHEREAS**, Land Conservation Committee requests the costs associated with the purchase be
11 transferred from the prior year sales tax revenue and requests the County Board to amend the 2020 Land
12 Conservation Department Budget.

13
14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
15 this ____ day of _____, 2020, approves transferring the \$13,995 from the prior year sales
16 tax revenue, approves the purchase of the additional Carlson GPS Survey Grade Instrument package,
17 and hereby amends the Land Conservation Department's budget as follows:

<u>A/C DESCRIPTION</u>	<u>BUDGET AT</u>	<u>INCREASE</u>	<u>AMENDED</u>
<u>Land Conservation</u>	<u>02/17/2020</u>	<u>(DECREASE)</u>	<u>BUDGET</u>
<u>Source of Funds:</u>			
62-6200-0000-46450			
23 Prior year Sales Tax Revenue	\$ 0	\$ 13,995	\$ 13,995
<u>Use of Funds:</u>			
62-6200-0000-67120			
27 Capital Assets \$2,000 to \$25,000	\$ 0	\$ 13,995	\$ 13,995

Respectfully submitted:

LAND CONSERVATION COMMITTEE

Richard Postwick
Richard Postwick, Chair

Alan Sweeney
Alan Sweeney, Vice Chair

Stephanie Aegerter
Stephanie Aegerter

Wes Davis
Wes Davis

Kaelyb Lokranz

Robert Potter

James Quade
James Quade, USDA-FSA Representative

Jeremy Zajac
Jeremy Zajac

20-3A-428

AMENDING 2020 LAND CONSERVATION DEPARTMENT BUDGET PURCHASE A GPS
SURVEY GRADE INSTRUMENT PACKAGE

Page 2

FISCAL NOTE:

This resolution approves transferring \$13,995 of prior year sales tax revenue to the Land Conservation Department for the purchase of a new GPS survey grade instrument package.



Sherry Oja
Finance Director

LEGAL NOTE:

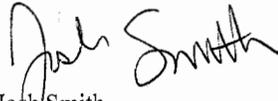
As an amendment to the adopted 2020 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

The Land Conservation Department is in need of updating the GPS Survey Grade Instrument package, assigned to it. The current system is near the end of its life and must be updated in the very near future.

The Senior Conservation Specialist, who is the primary staff member to utilize the system, has expressed numerous frustrations this past Fall due to issues within the data collector. Carlson's user support/warranty has expired on this system and limited assistance remains available. The current system went on line in March 2014. Since county made this shift to GPS technology in 2014, reliance on it has improved the quality of work performed and increased efficiency with surveying and design. The current system is utilized by three conservation specialists within the Land Conservation Department and it must be pointed out it is imperative that a dependable functioning system is available to the conservation staff. The current system, will be maintained until it ends its useful life cycle by the Senior Conservation Specialist who is the primary user.

This type of survey instrument is utilized by the Conservation Specialists to conduct conservation practice surveys on a daily basis and in some cases, multiple surveys are conducted in a given day. Also, the GPS system is utilized by staff to assure the BMP's are installed as per the design. Once the survey is deemed complete by the Conservation Specialist, the data is downloaded into the County's GIS software for the designated practices design element. Utilization of the GPS Survey Grade instrument has allowed the Conservation Specialist to complete a greater number of BMP installations throughout the County.

The Land Conservation will utilize prior year sales tax revenue for said purchase of \$13,995, which is the state contract cost for this system.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Rock Haven
INITIATED BY

Health Services Committee
SUBMITTED BY



David Froeber -Facilities
Superintendent
DRAFTED BY

02/25/2020
DATE DRAFTED

Amending the 2020 Rock Haven Budget for Unexpected Repairs

1 **WHEREAS**, the premature failure of one compressor & electrical components on the Multistack VME II
2 - module #3 at Rock Haven was not included in the 2020 budget; and,

3
4 **WHEREAS**, the cost to replace one compressor & electrical components for the Multistack is
5 approximately \$20,000; and the premature failure of one commercial water heater in 2020 replacement
6 cost is approximately \$10,00, this was not included in the 2020 budget; and,

7
8 **WHEREAS**, the Facilities Superintendent is recommending amending the 2020 Rock Haven budget to
9 increase the building service equipment R & M account in the amount of \$30,000; and,

10
11 **WHEREAS**, additional funds are needed for these unforeseen/ premature repairs.

12
13 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
14 this _____ day of _____, 2020 does hereby approve amending the Rock Haven 2020
15 budget in the amount of \$30,000 as follows:

20-3A-429

<u>A/C DESCRIPTION</u>	<u>BUDGET AT</u> <u>03/1/2020</u>	<u>INCREASE</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds:</u>			
32-8000-9200-46400			
Rock Haven Fund Balance	\$ 0	\$30,000	\$30,000
<u>Use of Funds:</u>			
32-8000-9200-62460			
Building Service Equip R&M	\$14,500	\$30,000	\$44,500

Respectfully Submitted,

HEALTH SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Tom Brien, Chair

Reviewed and approved on a vote of _____

Mary Beaver, Vice Chair

Mary Mawhinney, Chair Date

Ron Bomkamp

Kevin Leavy

Kathy Schulz

Amending the 2020 Rock Haven Budget for Unexpected Repairs
Page 2

FISCAL NOTE:

This resolution authorizes the use of Rock Haven fund balance for unexpected repairs. Rock Haven's estimated working capital at 12/31/19 is \$2 million.


Sherry Oja
Finance Director

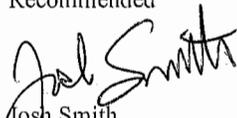
LEGAL NOTE:

As an amendment to the adopted 2020 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.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended


Josh Smith
County Administrator

Executive Summary

The resolution before you approves amending the 2020 Rock Haven budget in the amount of \$30,000. This amount will be for the purchase of a replacement water heater & repairing/replacing one compressor and electrical components needed to repair the number 3 module on the Multistack heating/cooling unit at Rock Haven Nursing Home.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

March 3, 2020
DATE DRAFTED

CARRYOVER OF 2019 BUDGET APPROPRIATIONS TO 2020

1 **WHEREAS**, obligations were made in 2019 for the purchase of specific goods or services which
2 were not received or will not be completed until 2020; and,
3

4 **WHEREAS**, under generally accepted accounting principles, it is necessary to carry over funds
5 from 2019 budget appropriations to 2020 to provide funding for these obligations.
6

7 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
8 assembled this _____ day of _____, 2020 that the 2020 Budget be amended as
9 follows:

<u>DEPARTMENT</u>	<u>BUDGET AT 1/1/20</u>	<u>AMOUNT OF INCREASE</u>	<u>AMENDED BUDGET</u>
<u>Corporation Counsel</u>			
06-1620-0000-63100 Office Supplies	700	400	1,100
06-1620-0000-47013 Supp. Appr. From Pr. Yr. C/O	-0-	400	400
<u>Information Technology</u>			
07-1430-0000-62491 Software Maintenance	885,552	55,351	940,903
07-1430-0000-64701 Software Purchase	61,515	53,315	114,830
07-1430-0000-67130 Terminals and PCs	29,000	40,084	69,084
07-1430-0000-47013 Supp. Appr. From Pr. Yr. C/O	-0-	148,750	148,750
07-1438-0000-64701 Software Purchase	-0-	1,400	1,400
07-1438-0000-47013 Supp. Appr. From Pr. Yr. C/O	-0-	1,400	1,400
07-1444-0000-62119 Contracted Services	-0-	5,796	5,796
07-1444-0000-62210 CIP Telephone	-0-	133,019	133,019
07-1444-0000-64701 Software Purchase	30,000	37,571	67,571
07-1444-0000-67130 Terminals and PCs	217,205	79,536	296,741
07-1444-0000-67131 Computer Hardware	95,072	36,000	131,072
07-1444-0000-67135 Capital Assets	656,755	29,257	686,012
07-1444-0000-47013 Supp. Appr. From Pr. Yr. C/O	-0-	321,179	321,179

20-3A-430

Carryover of 2019 Budget Appropriations to 2020

Page 2

	<u>BUDGET AT</u>	<u>AMOUNT OF</u>	<u>AMENDED</u>
	<u>1/1/20</u>	<u>INCREASE</u>	<u>BUDGET</u>
48			
49	DEPARTMENT		
50			
51	County Clerk		
52	14-1411-0000-63100	3,000	5,700
53	Office Supplies		
54	14-1411-0000-63103	100,000	112,400
55	Legal Forms		
56	14-1411-0000-47013	-0-	15,100
57	Supp. Appr. From Pr. Yr. C/O		
58			
59	Facilities Management		
60	Courthouse		
61	18-1810-0000-62400	120,000	126,125
62	R&M Services		
63	18-1810-0000-47013	-0-	6,125
64	Supp. Appr. From Pr. Yr. C/O		
65			
66	Communications Center		
67	18-1816-0000-67250	-0-	27,000
68	R&M Projects		
69	18-1816-0000-47013	-0-	27,000
70	Supp. Appr. From Pr. Yr. C/O		
71			
72	ASC Building		
73	18-1817-0000-67200	-0-	62,499
74	Capital Improvements		
75	18-1817-0000-47013	-0-	62,499
76	Supp. Appr. From Pr. Yr. C/O		
77			
78	Jail		
79	18-1818-0000-63500	100,000	111,191
80	R&M Supplies		
81	18-1818-0000-47013	-0-	11,191
82	Supp. Appr. From Pr. Yr. C/O		
83	18-1837-0000-67000	15,000	59,925
84	Capital Improvements		
85	18-1837-0000-47013	-0-	44,925
86	Supp. Appr. From Pr. Yr. C/O		
87			
88	DPW		
89	18-1824-0000-67200	-0-	4,206,397
90	Capital Improvements		
91	18-1824-0000-67250	95,000	102,000
92	R&M Projects		
93	18-1824-0000-68109	(179,000)	(4,213,397)
94	Allocated Capital		
95			
96	Fairgrounds		
97	18-1828-0000-67200	-0-	200,000
98	Capital Improvements		
99	18-1828-0000-67250	80,000	88,056
100	R&M Projects		
101	18-1828-0000-47013	-0-	208,056
102	Supp. Appr. From Pr. Yr. C/O		
103			
104	UW-Whitewater at Rock County		
105	18-1843-0000-67200	-0-	86,250
106	Capital Improvements		
107	18-1843-0000-47013	-0-	86,250
108	Supp. Appr. From Pr. Yr. C/O		

Carryover of 2019 Budget Appropriations to 2020

Page 3

	<u>BUDGET AT</u>	<u>AMOUNT OF</u>	<u>AMENDED</u>
	<u>1/1/20</u>	<u>INCREASE</u>	<u>BUDGET</u>
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Carryover of 2019 Budget Appropriations to 2020

12.A.4.(4)

Page 4

	<u>BUDGET AT</u>	<u>AMOUNT OF</u>	<u>AMENDED</u>
	<u>1/1/20</u>	<u>INCREASE</u>	<u>BUDGET</u>
171			
172	<u>DEPARTMENT</u>		
173	<u>Rock Haven</u>		
174	32-8000-9500-67130	-0-	15,200
175	Terminals and PCs		
176	32-8000-9500-47013	-0-	15,200
177	Supp. Appr. From Pr. Yr. C/O		
178			
179	<u>Public Works:</u>		
180	<u>Administration</u>		
181	41-4300-4110-63805	39,000	48,000
182	Co Aid for Road Construction		
183	41-4300-4110-47013	-0-	9,000
184	Supp. Appr. From Pr. Yr. C/O		
185			
186	<u>County Highway Bridge Aid</u>		
187	41-4300-4182-63803	113,000	494,786
188	Bridge Aid		
189	41-4300-4182-47013	-0-	381,786
190	Supp. Appr. From Pr. Yr. C/O		
191			
192	<u>County Road Construction</u>		
193	41-4300-4328-64900	5,706,000	6,039,250
194	Road Construction		
195	41-4300-4328-47013	-0-	333,250
196	Supp. Appr. From Pr. Yr. C/O		
197			
198	<u>Federal Aid Projects</u>		
199	41-4300-4340-62119	805,515	1,779,826
200	Asphalt		
201	41-4300-4340-47013	-0-	974,311
202	Supp. Appr. From Pr. Yr. C/O		
203			
204	<u>County Highway Capital Asset Cost Pool</u>		
205	41-4350-4280-67100	2,022,000	3,971,211
206	Capital Equipment		
207	41-4300-4280-68110	(2,022,000)	(1,949,211)
208	Allocated Equipment		
209			
210	<u>Parks</u>		
211	41-4551-4110-62104	-0-	22,132
212	Consulting Services		
213	41-4551-4110-47013	-0-	22,132
214	Supp. Appr. From Pr. Yr. C/O		
215			
216	41-4551-4095-64900	30,000	43,922
217	Park Maintenance		
218	41-4551-4095-47013	-0-	13,922
219	Supp. Appr. From Pr. Yr. C/O		
220			
221	41-4592-4800-67200	95,000	135,000
222	Capital Improvements		
223	41-4592-4800-47013	-0-	40,000
224	Supp. Appr. From Pr. Yr. C/O		
225			
226	<u>Airport</u>		
227	41-4453-4454-67200	166,000	576,360
228	Capital Improvements		
229	41-4453-4454-47013	-0-	410,360
230	Supp. Appr. From Pr. Yr. C/O		

Carryover of 2019 Budget Appropriations to 2020

Page 5

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Yeomans

FISCAL NOTE:

In accordance with generally accepted accounting principles, carryovers are increases to budget appropriations and, therefore, a County Board resolution is required. Fiscal impact is shown in the body of the resolution.



Sherry Oja
Finance Director

LEGAL NOTE:

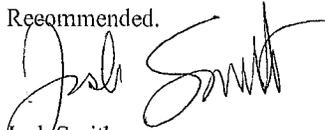
As an amendment to the 2020 Adopted County Budget, this resolution requires a two-thirds vote of the entire membership of the County Board, pursuant to Sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

**EXECUTIVE SUMMARY
CARRYOVER OF 2019 BUDGET APPROPRIATIONS TO 2020**

Corporation Counsel: Chair not received until 2020 - \$400

Information Technology: Maintenance projects not completed until 2020 (Oracle, Smarsh, Ivanti) - \$55,351; software purchases not completed until 2020 (Cisco LAN, Bomgar, agenda management) - \$53,315; Cisco switches, routers postponed to 2020 - \$40,083; Netmotion licenses - \$1,400; finish VMWare project - \$5,796; IP phone project - \$133,019; ArcServe consulting, NeoGov upgrade - \$37,571; replacement servers, wireless access points - \$79,536; SAN storage expansion - \$36,000; Citrix upgrade - \$29,257

County Clerk: Election safe and security items - \$2,700; legal forms - \$12,400

Facilities Management: CH 3rd floor door, judges service door - \$6,125; fan coil unit - \$27,000; Diversion chiller replacement - \$62,499; Jail grinder - \$11,191; Jail door controls - \$44,925; Beloit garage - \$4,206,397; DPW sink - \$7,000; Fairgrounds drainage plan, asphalt work - \$200,000; Fairgrounds door replacement - \$8,056; UW-Whitewater pavement resurface - \$86,250; Courthouse: tuck-pointing, cell phone signal boost, cooling tower, carpet, fire alarm system upgrade - \$447,985; Courthouse flooring, condensate line - \$105,000; Rock Haven parking lot addition and seal coating - \$104,156.

Sheriff's Office: Rifle accessories - \$4,538; various munitions - \$6,384; batteries for unmanned aerial vehicles - \$950; Chevy Tahoe - \$6,676; thermal scope - \$3,786; Lexipol policy manual - \$40,000

Circuit Court: Veterans Treatment Court process

Communications Center: MASTERII and Simulcast project - \$158,408; Pictometry flyover - \$48,354;

Human Services: Reaching Recovery software - \$22,000

Health Department: Educational materials - \$2,090

Rock Haven: Replacement kiosks - \$15,200

Public Works-Highway Division: County aid for road construction - \$9,000; bridge projects (Smith, Creek, Emerald Grove, Pahl, Mineral Point, Ellis, Stuart, Orfordville-Hanover - \$381,786; CTH A - \$333,250; Federal Aid projects (CTH M bridge, CTH J bridge, Polzin Rd bridge, Elm Dr bridge, CTH MM) - \$974,311; various capital assets ordered in 2019 and not yet received - \$1,949,211

Public Works-Parks: POROS plan - \$22,132; projects delayed due to weather (Royce Dallman parking lot) - \$13,922; Beckman Mill and Turtle Creek Parkway projects - \$40,000

Airport: Various capital projects - \$410,360

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Sgt. Christopher Krahn
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

February 25, 2020
DATE DRAFTED

AWARDING BID – DIAMONDBACK AIRBOAT PACKAGE (AIRBOAT AND TRAILER) FOR ROCK COUNTY SHERIFF’S OFFICE

- 1 **WHEREAS**, to better serve the citizens of Rock County, the Airboat will be utilized for, but not limited
- 2 to the enforcement of state and local laws, search and rescue, recovery; and,
- 3
- 4 **WHEREAS**, the current Rock County Sheriff’s Office Airboat was purchased in 1987, and is scheduled
- 5 for replacement; and,
- 6
- 7 **WHEREAS**, Rock County Purchasing Department did advertise and solicit bids from qualified vendors
- 8 for the 2020 Airboat package (Airboat and Trailer); and,
- 9
- 10 **WHEREAS**, the bids received were reviewed by the Rock County Sheriff’s Office and the Rock County
- 11 Purchasing Manager with the recommendation that a contract be awarded to the lowest, most responsive
- 12 and responsible bidder, Diamondback Airboats; and,
- 13
- 14 **WHEREAS**, the funding necessary for the 2020 Diamondback Airboat package is currently available in
- 15 the Rock County Sheriff’s Office 2020 budget.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 18 this _____ day of _____, 2020 that the bid for the 2020 Diamondback Airboat Package be
- 19 awarded to Diamondback Airboats of Cocoa, Florida in the amount of \$75,188.

20-3A-431

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

FISCAL NOTE:

Mary Beaver
Mary Beaver, Chair

Funding was included in the 2020 budget for the purchase of an airboat. The purchase is being funded by sales tax revenue.

Terry Fell
Terry Fell

Sherry Oja
Sherry Oja
Finance Director

Ron Bomkamp
Ron Bomkamp

Brian Knudson
Brian Knudson

LEGAL NOTE:

Phillip Owens
Phillip Owens, Vice Chair

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.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Richard Greenlee
Richard Greenlee
Corporation Counsel

AWARDING BID – DIAMONDBACK AIRBOAT PACKAGE (AIRBOAT, AND TRAILER) FOR
ROCK COUNTY SHERIFF'S OFFICE

Page 2

Executive Summary

Funds are included in the 2020 budget for the purchase of an Airboat to be used by the Rock County Sheriff's Office. Bids were solicited, and four dealers responded. Diamondback Airboats of Cocoa, Florida was awarded the bid.

To better serve the citizens of Rock County, this Airboat will be used for, but not limited to enforcement of state and local laws, search and rescue, and recovery of person(s). To accomplish this public service, the Sheriff's Office relies on a specially equipped Airboat to be ready in a moments notice.

The current Airboat was purchased in 1987, and is due for replacement. The current airboat will be placed on the Wisconsin Surplus Auction website and will be listed for sale once the new airboat is received.

An Invitation to Bid was issued for the needed Diamondback Airboat package, with four bids received. The Rock County Sheriff's Office and the Purchasing Manager reviewed the bids and are recommending Diamondback Airboats of Cocoa, Florida as the lowest, qualified bidder at \$75,188.



BID SUMMARY FORM

BID NUMBER 2020-21
BID NAME AIRBOAT AND TRAILER
BID DUE DATE FEBRUARY 4, 2020 – 1:30 P.M.
DEPARTMENT SHERIFF'S OFFICE

	DIAMONDBACK AIRBOATS COCOA FL	GTO PERFORMANCE AIRBOATS OCALA FL	PANTHER AIRBOAT CO COCOA FL	PANTHER AIRBOAT CO COCOA FL
AIRBOAT COST	69,758.00	78,274.00	77,335.17	82,771.17
TRAILER COST	5,430.00	6,200.00	5,911.18	5,911.18
TRADE-IN	-2,000.00	0	0	0
TOTAL COST	\$ 73,188.00	\$ 84,474.00	\$ 83,246.35	\$ 88,682.35
AIRBOAT MODEL	DIAMONDBACK	GTO ALASKAN SERIES MODEL 1896	PANTHER PCM LSX 525HP	PANTHER ST-4 650HP
TRAILER MODEL	RAM-LIN	B & S SPORTSMAN	B&S TRAILER	B&S TRAILER
AIRBOAT WARRANTY	3 YEARS	1-3 YEARS BASED ON PART	1-3 YEARS BASED ON PART	1-3 YEARS BASED ON PART
TRAILER WARRANTY	1 YEAR	2 YEARS	1 YEAR	1 YEAR
PICK-UP	90 DAYS	NOT LISTED	150 DAYS	150 DAYS
ADDENDUM ACKNOWLEDGEMENT	YES	NO	NO	NO

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Two additional vendors were solicited that did not respond. One vendor submitted a bid but it was not on the Bid Form as required in the specifications.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: purchase through Diamondback

[Signature]
SIGNATURE

02/12/2020
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Director of IT
INITIATED BY



Amy Spoden
DRAFTED BY

Finance Committee
SUBMITTED BY

February 25, 2020
DATE DRAFTED

**CREATING A 1.0 FTE DATA SOLUTIONS ARCHITECT POSITION
AND DELETING A 1.0 FTE COMPUTER PROGRAMMER/ANALYST II POSITION**

- 1 **WHEREAS**, the Information Technology Department requests that a 1.0 FTE Computer
- 2 Programmer/Analyst II position be deleted and a 1.0 FTE Data Solutions Architect be created; and,
- 3
- 4 **WHEREAS**, the 1.0 FTE Computer Programmer/Analyst II is currently vacant; and,
- 5
- 6 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 7 was to reorganize the department; and,
- 8
- 9 **WHEREAS**, this change will help the Information Technology Department improve the ability to
- 10 leverage data across the County.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 13 assembled this _____ day of _____, 2020 does hereby approve the creation of a 1.0 FTE Data
- 14 Solutions Architect position and the deletion of a 1.0 FTE Computer Programmer/Analyst II position in
- 15 the Information Technology Department budget.

20-3A-432

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney., Chair

J. Russell Podzilni, Chair

Mary Beaver, Vice Chair

Mary Mawhinney, Vice Chair

Brent Fox

Richard Bostwick

Russ Podzilni

Henry Brill

Bob Yeomans

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

CREATING A 1.0 FTE DATA SOLUTIONS ARCHITECT POSITION AND DELETING A 1.0
FTE COMPUTER PROGRAMMER/ANALYST II POSITION

Page 2

FISCAL NOTE:

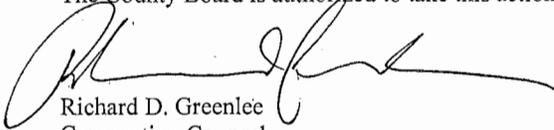
This action is budget neutral.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to sec. 59.22 (2), Wis. Stats.



Richard D. Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

The County will be actively recruiting to fill a vacant Programmer / Analyst II position within the Information Technology Department. Prior to beginning the recruitment process we are requesting to re-title the position to Data Solutions Architect.

This new title of Data Solutions Architect aligns with the needs of both the I.T. Department and the County as a whole when it comes to improving the ability to leverage data across the enterprise. This position will expand the skill sets available on the Data Services team and the function and duties of the Data Solutions Architect will strictly adhere to Information Technology Infrastructure Library (ITIL) principles with an emphasis on delivering high quality data solutions to the organization. The pay range would not change and remain at Range 26.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

**Director of IT
INITIATED BY**



**Amy Spoden
DRAFTED BY**

**Finance Committee
SUBMITTED BY**

**February 27, 2020
DATE DRAFTED**

CREATING A 1.0 FTE BUSINESS MANAGER POSITION AND DELETING A 1.0 FTE ASSISTANT TO INFORMATION TECHNOLOGY DIRECTOR POSITION

- 1 **WHEREAS**, the Information Technology Department requests that a 1.0 FTE Assistant to Information
- 2 Technology Director position be deleted and a 1.0 FTE Business Manager be created; and,
- 3 **WHEREAS**, the 1.0 FTE Assistant to Information Technology Director is currently vacant; and,
- 4
- 5 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 6 was to reorganize the department; and,
- 7
- 8 **WHEREAS**, this change will help the Information Technology Department improve the ability to
- 9 manage key Business functions (accounting, billing, vendor management, contract monitoring) for the IT
- 10 Department and provide assistance to all County Departments in preparing their Information Technology
- 11 budget; and
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 14 assembled this _____ day of _____, 2020 does hereby approve the creation of a 1.0 FTE
- 15 Business Manager position and the deletion of a 1.0 FTE Assistant to Information Technology Director
- 16 position in the Information Technology Department budget.

20-3A-433

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney, Chair

J. Russell Podzilni, Chair

Mary Beaver, Vice Chair

Mary Mawhinney, Vice Chair

Brent Fox

Richard Bostwick

Russ Podzilni

Henry Brill

Bob Yeomans

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

CREATING A 1.0 FTE BUSINESS MANAGER POSITION AND DELETING A 1.0 FTE
ASSISTANT TO INFORMATION TECHNOLOGY DIRECTOR POSITION
Page 2

FISCAL NOTE:

This action is budget neutral.



Sherry Oja
Finance Director

LEGAL NOTE:

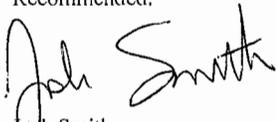
The County Board is authorized to take this action pursuant to sec. 59.22 (2), Wis. Stats.



Richard D. Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

The Assistant to the Information Technology Director position is currently vacant. As part of the ongoing restructuring of the I.T. Department, we are requesting the Assistant to the Information Technology Position be deleted and a Business Manager position be created. A Business Manager is more indicative of the skill set required and the support this position will provide to the I.T. Department and to all County departments. The function and duties of the Business Manager will strictly adhere to Information Technology Infrastructure Library (ITIL) principles with an emphasis on Business and Accounting. The pay range would not change and remain at Range 26.

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Director of IT
INITIATED BY



Amy Spoden
DRAFTED BY

Finance Committee
SUBMITTED BY

March 3, 2020
DATE DRAFTED

RECLASSIFICATION OF A 1.0 FTE USER SUPPORT SPECIALIST POSITION
TO PUBLIC SAFETY SYSTEMS COORDINATOR POSITION

- 1 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 2 was to reorganize the department; and,
- 3
- 4 **WHEREAS**, in previous actions to reorganize the department, resources were transferred from Public
- 5 Safety Systems to address more immediate needs; and
- 6
- 7 **WHEREAS**, the next step in this ongoing process is to better align resources in Public Safety
- 8 Systems with identified needs; and
- 9
- 10 **WHEREAS**, the Information Technology Department requests that the County Board reclassify a User
- 11 Support Specialist (PC#11009) position to a Public Safety Systems Coordinator position; and
- 12
- 13 **WHEREAS**, this change will help the Information Technology Department improve the ability to
- 14 manage key Business functions (strategic planning, system management, vendor management, assistance
- 15 and support) for the Public Safety Systems; and
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 18 assembled this _____ day of _____, 2020 does hereby approve the reclassification of a 1.0 FTE
- 19 User Support Specialist position to a 1.0 FTE Public Safety Systems Coordinator position (Pay Range
- 20 23 on the Unilateral Pay Grid) in the Information Technology Department budget.

20-3A-434

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney., Chair

J. Russell Podzilni, Chair

Mary Beaver, Vice Chair

Mary Mawhinney, Vice Chair

Brent Fox

Richard Bostwick

Russ Podzilni

Henry Brill

Bob Yeomans

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

RECLASSIFICATION OF A 1.0 FTE USER SUPPORT SPECIALIST POSITION TO PUBLIC
SAFETY SYSTEMS COORDINATOR POSITION

Page 2

FISCAL NOTE:

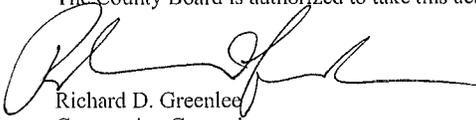
The increase in wages and benefits will be approximately \$5,800 for the remainder of 2020. These extra costs will be covered by current IT vacancies. The annualized cost will need to be included in future budgets.



Sherry Oja
Finance Director

LEGAL NOTE:

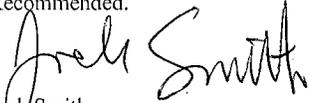
The County Board is authorized to take this action pursuant to sec. 59.22 (2), Wis. Stats.



Richard D. Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Rock-IT is requesting that the User Support Specialist (PC#11009) currently assigned to the Sheriff's Office be reclassified to a new position titled Public Safety Systems Coordinator. The current employee is performing duties beyond the scope of their present position as they have taken over many of the operations level duties that had previously been done by the Public Safety Systems Manager, including working with the Sheriff's Office leadership to determine IT goals for the Sheriff's department. In particular, the employee is focusing on significant present and future operational level planning efforts that require higher order thinking, planning and experience.

Furthermore, the employee is now managing a variety of enterprise applications, conducting complex data analytics and serving as the budget liaison between the Sheriff's Office and Rock-IT; all operations level duties that had previously been done by the Public Safety Systems Manager. In addition, the employee oversees the county-wide use of Spillman, a complex public safety system used by all law enforcement agencies within the County. They work directly with the agencies and vendors to support this system and a variety of others.

The current employee has significant experience includes nine years of directly supporting public safety systems, a four-year degree in Computer End-User Technologies, extensive Project Management experience and she is a certified Spillman Application Administrator. Finding a candidate with this extensive public safety systems experience and skill set, within the current pay range, would prove difficult at best.

Supporting public safety systems is one of Rock-IT's priorities, and the expectations for this position are to lead the planning and coordination of IT systems for public safety agencies in Rock County. The pay range would change from Range 18 to Range 23.