



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, October 26, 2011 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:31 p.m. on Wednesday, October 26, 2011, in the 3rd Floor Conference room in the Rock County Health Care Center, Janesville, Wisconsin.

Committee Members Present: Brian Knudson, Supervisor; Robert Fizzell, Supervisor; Phillip Owens, Supervisor (in at 5:00 p.m.); Sally Jean Weaver-Landers, Citizen Representative; Terry Fell, Supervisor; Kathleen Kelm, Citizen Representative; and Terry Thomas, Supervisor.

Committee Members Absent: Marvin Wopat, Supervisor.

Staff Present: Phil Boutwell, Deputy Director; Sara Mooren, Fiscal Operations Manager; Tim Zuehlke, Controller; Lance Horozewski, Juvenile Justice & Prevention Manager; Sandy Brown, Child Protective Services Manager; Patrick Singer, TRQM Manager; Katherine Flanagan, MH/AODA Services Manager; Sherry Quirk, ESS Manager; Jennifer Thompson, LTS Manager.

Others Present: Steve Howland.

Approval of Agenda: Supervisor Fizzell moved the agenda, seconded by Supervisor Fell with unanimous approval. APPROVED.

Approval of Minutes of Human Services Board Meeting of October 12, 2011: Citizen Representative Weaver-Landers moved the minutes as presented, seconded by Citizen Representative Kelm with unanimous approval. APPROVED.

Citizen Participation: None.

Supervisor Thomas requested a brief overview of the Trauma Informed Care training. Mr. Horozewski agreed to respond at the end of the meeting.

Approval of Contracts, Transfers, and/or Encumbrances: Ms. Mooren presented two contracts for approval and responded to questions. Supervisor Thomas moved the contracts, seconded by Citizen Representative Weaver-Landers with unanimous approval. APPROVED.

Approval of Bills: Mr. Zuehlke presented the bills for approval and responded to questions.

IDP	12,817.50	Interim Assist	2,745.89
W-2 Admin	2,922.99		
Job Center	32,117.09		

Citizen Representative Kelm moved to approve the bills as presented, seconded by Citizen Representative Weaver-Landers with unanimous approval. APPROVED.

Resolution to Amend the 2011 Rock County Human Services Department Budget to Accept Additional Funding for Provision of Economic Support Services: Supervisor Thomas moved the resolution to accept additional funding for the Provision of Economic Support Services, seconded by Supervisor Fizzell. Ms. Mooren responded to questions. The resolution was unanimously approved. APPROVED.

Approval of Contracted Electronic Monitoring Equipment and Services for Rock County Human Services: Citizen Representative Weaver-Landers moved the approval of contracted Electronic Monitoring equipment and services, seconded by Supervisor Thomas. Mr. Horozewski responded to questions. The contract was unanimously approved. APPROVED.

Resolution to Authorize the Renaming of the Juvenile Detention Center to the Youth Services Center: Supervisor Fell moved the resolution to authorize the renaming of the Juvenile Detention Center to the Youth Services Center, seconded by Supervisor Fizzell. Mr. Boutwell explained there is a County Board rule that requires a resolution to go before the County Board whenever naming or renaming County Property. This requires a super majority at the County Board to pass, which is 75%.

Mr. Horozewski added because of the evaluation of the Juvenile Detention Center from the consultant, Rock County has made a major philosophical and programmatic shift. The name, Youth Services Center, reflects the changes that have been made and will be made in the future. Rock County is doing more than just detaining youth in the facility. Staff are working with the youth to increase their social skills and their problem solving skills, so when they get out they are more capable to live a crime free lifestyle. The resolution was unanimously approved. APPROVED.

Review and Approval of Rock County Human Services Budget: Mr. Boutwell reviewed the budget of \$52.6 million. There were two changes in the Departmental budget made by the County Administrator. Mr. Knutson removed \$84,000 from the capital budget that will be carried over to the 2012 budget from the 2011 budget. The second modification was to reduce the cost of substitute care in the Juvenile Justice Division by \$50,000. Consequently, the Administrator is decreasing the levy by \$134,000 less than the Department request.

Mr. Boutwell compared the Human Services 2011 budget to the 2012 budget. There is a large change in the fringe benefit costs because of the addition of the 5.9% contribution from employees. There is a loss of \$800,000 in State and Federal revenues.

Ms. Klyve responded to questions on the return to the general fund. In the last two years, significant turnover of many long term tenured staff has resulted in a return to the general fund at year end. Ms. Klyve advised RCC's and State Institutes can also make a big difference in the projected return to the general fund.

Ms. Klyve reviewed staff position deletions and explained some positions were deleted through attrition and some employees have transferred out of these deleted 2012 positions.

Ms. Klyve advised the Job Center lease agreement expires on January 31, 2012. Rock County has elected to sign a 3-year lease.

The Carevoyant system Rock County purchased in 2000 has not met our needs. A new system is needed to obtain an integrated documentation and billing system. We have received RFP's from vendors for new software. Vendors will provide software demonstrations. The RFP does give us power to negotiate with vendors. We will not amend the current budget but will look first at 2011 carry over or funds from the County general fund. Purchasing a new system is critical to Rock County operating efficiently and effectively.

Ms. Flanagan and Mr. Horozewski explained the Psych Tech duties in their respective division. Mr. Horozewski responded to questions about the Youth Services Center video conferencing. Mr. Boutwell will be contacting I.T. to address this issue. Citizen Representative Weaver-Landers moved the approval of the Rock County Human Services budget, seconded by Supervisor Owens with unanimous approval. APPROVED.

Director's Report:

- ES/W-2 Caseload:

The W-2 numbers are currently at 176 cases with no intensive CSJ cases.

- Department Vacancies

Ms. Klyve distributed a handout of the current Human Services Department vacancies. There are a total of 341 positions within Human Services with 13.8 vacancies currently. The Secretary background checks are completed and the position will be offered to the candidate this week. Most vacancies are in process for hiring.

Ms. King has resigned from the HSD Board. Ms. Klyve recognized Ms. King's contributions to the HSD Board. She explained due to a conflict that arose with Ms. King's business, Ms. King chose to resign. She will be working with us in another capacity on the Home Visitation grant.

Mr. Horozewski explained the Trauma Informed Care, SAMSA training that will be held in early November at the courthouse. Another email will be sent out to the HSD Board members with the date, time and location of the training. Supervisor Thomas, Supervisor Fizzell and Supervisor Owens will be attending this training.

Committee Requests for Future Agenda Items:

Supervisor Owens would like the Youth Services Center video conferencing as a future agenda item. He would also like an update on the IM Consortium. He requested a report from Mr. Horozewski on the \$845 in the General Services budget for the sign at the Youth Services Center.

Mr. Boutwell reported on the County Ambassador's Meeting. This was the third time this year that the County Ambassadors went to visit our Legislative Delegation. The two Ambassadors from Rock County were Supervisor Fizzell and Supervisor Owens. They talked to the legislators on the reduction of funding for Child Support Enforcement and on Pothole Liability.

Supervisor Thomas commented that the next HSD Board meeting is on the same day as the Public Hearing. Ms. Klyve assured the Board that the next HSD Board meeting will be short and every effort will be made to adjourn by 5:30 p.m.

Next Meeting: Wednesday, November 9, 2011 at 4:30 p.m., at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.

Adjournment: Supervisor Fizzell motioned to adjourn, seconded by Supervisor Thomas with unanimous approval at 5:29 p.m.

Jodi Parson, Administrative Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD