



**Rock County Human Services Department**  
**P. O. Box 1649, 3530 N. County Trunk F**  
**Janesville, Wisconsin 53547-1649**  
**Phone: 608/757-5271**  
**Fax: 608/757-5374**

**ROCK COUNTY HUMAN SERVICES BOARD**  
**Wednesday, November 28, 2012 – 4:30 p.m.**

**Rock County Health Care Center – 3<sup>rd</sup> Floor Conference Room, Janesville**

**AGENDA**

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of November 14, 2012 \*
4. Citizen Participation
5. Approval of Contracts, Transfers, and/or Encumbrances \* – Ms. Mooren
6. Approval of Bills – Mr. Zuehlke
7. Approval of Purchase Procedural Endorsement of a Smart Board – Mr. Boutwell
8. Introduction of Forward Services as W-2 Provider – Ms. Christianson and Ms. Omen
9. Director's Report \*
  - W2 / ES Caseload
10. Committee Requests for Future Agenda Items
11. Next Meeting: Wednesday **December 14, 2012** at **4:30 p.m.** at the **Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room**, in **Janesville, Wisconsin**.
12. Adjourn

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.

11/19/12

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

**HSD\_2013\_0002** G:\BUSINESS\CONTRACT\2013 Contracts\SUB\Anu Family Services

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department Sara Mooren x 8431  
Originating Department Contact Person Phone

Contract with: \_\_\_\_\_ **Anu Family Services, Inc.**  
(Name of entity)

Contract Period: Start Date: 1/1/2013 Expiration Date: 12/31/2013

Contract Amount: \$ Rate x Number of approved clients

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change from prior year</u>
Treatment Foster Care - Administrative Rate (Levels 3 and 4)	\$63.50	Day	0%

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

<u>36-3638-0000-64604</u>	<u>Child Protective Services – Substitute Care</u>
<u>36-3654-0000-64604</u>	<u>Juvenile Justice Services – Substitute Care</u>

### Executive Summary:

Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The State rather than the County now negotiates the rates with each agency based on a universal standard.

The 2013 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services</u>		<u>Juvenile Justice Services</u>	
\$1,890,412	Foster Homes I-V	\$397,144	Foster Homes I-V
\$167,998	Group Homes	\$254,322	Group Homes
\$1,688,261	Residential Care Centers	\$916,812	Residential Care Centers
\$3,746,671	Total	\$1,568,278	Total

Were Bids or Quotations Solicited?  Yes  No

Covered by State Contract?  Yes  No

State Contract # \_\_\_\_\_

Contract will be signed by:  County Board Chair  
 Other? Who? Human Services Board Chair

11/19/12

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

HDS\_2013\_0081 (JJS/First Congregational)

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Sara Mooren 8431  
Originating Department Contact Person Phone

Contract with: First Congregational United Church of Christ *JS*  
(Name of entity)

Contract Period: Start Date: 1/01/2013 Expiration Date: 12/31/2013

Contract Amount: \$490 per month (\$5,880 total for the contract period) (Same as 2012)

Expenditure/ Revenue Account Numbers:  
36-3646-0000-62119 JJS Other Contracted Services

Executive Summary:

This is continuation of a space agreement allowing the Department to utilize rooms of a facility in downtown Janesville owned by First Congregational United Church of Christ for Juvenile Justice Diversion Programming.

Were Bids or Quotations Solicited?  Yes  No  
Covered by State Contract?  Yes  No

State Contract # \_\_\_\_\_

Contract will be signed by:  County Board Chair  
 Other? Who? Chair, Human Services Board

11/14/12

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

**HSD\_2013\_0014** G:\BUSINESS\CONTRACT\2013 Contracts\SUB\Hopeful Haven

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department Sara Mooren x 8431  
Originating Department Contact Person Phone

Contract with: \_\_\_\_\_ **Hopeful Haven, Inc.**  
(Name of entity)

Contract Period: Start Date: 1/1/2013 Expiration Date: 12/31/2013

Contract Amount: \$ Rate x Number of approved clients

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change from prior year</u>
Treatment Foster Care - Administrative Rate	\$63.50	Day	0%

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

- 36-3638-0000-64604 Child Protective Services – Substitute Care
- 36-3654-0000-64604 Juvenile Justice Services – Substitute Care

Executive Summary:

Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The State rather than the County now negotiates the rates with each agency based on a universal standard.

The 2013 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services</u>		<u>Juvenile Justice Services</u>	
\$1,890,412	Foster Homes I-V	\$397,144	Foster Homes I-V
\$167,998	Group Homes	\$254,322	Group Homes
\$1,688,261	Residential Care Centers	<b>\$916,812</b>	Residential Care Centers
<b>\$3,746,671</b>	<b>Total</b>	<b>\$1,568,278</b>	<b>Total</b>

Were Bids or Quotations Solicited?  Yes  No  
Covered by State Contract?  Yes  No

State Contract #

Contract will be signed by:  County Board Chair  
 Other? Who? Human Services Board Chair

11/4/12

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

HSD\_2013\_0020

G:\BUSINESS\CONTRACT\2013 Contracts\SUB\Northwest Passage

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department                      Sara Mooren                      x 8431  
Originating Department                      Contact Person                      Phone

Contract with: Northwest Passage  
(Name of entity)

Contract Period: Start Date: 1/1/2013                      Expiration Date: 12/31/2013

Contract Amount: \$ Rate x Number of approved clients

Service	Rate	Unit	Change from prior year
Residential Care Center (RCC)	\$306.80	Day	7.1%
RCC-Girls (Passages 3)	\$306.80	Day	5.5%
RCC – 30-Day Assessment	\$306.80	Day	2.2%
Intensified Residential Care*	\$306.80	Day	-12.3%
RCC – Behavior Stabilization and Intervention*	\$245.00	Day	0%

\*Indicates services requiring special approval

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

- 36-3638-0000-64604 Child Protective Services – Substitute Care
- 36-3654-0000-64604 Juvenile Justice Services – Substitute Care

Executive Summary: Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The State rather than the County now negotiates the rates with each agency based on a universal standard. Northwest Passage specializes in serving 10-17 year old youth with severe and persistent mental health and emotional disturbance issues.

The 2013 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services</u>		<u>Juvenile Justice Services</u>	
\$1,890,412	Foster Homes I-V	\$397,144	Foster Homes I-V
\$167,998	Group Homes	\$254,322	Group Homes
<u>\$1,688,261</u>	Residential Care Centers	<u>\$916,812</u>	Residential Care Centers
\$3,746,671	Total	\$1,568,278	Total

HSD\_2013\_0020

Were Bids or Quotations Solicited?       Yes       No

Covered by State Contract?       Yes       No

State Contract #

Contract will be signed by:       County Board Chair

Other? Who? Human Services Board Chair

11/15/12

## Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

**HSD\_2013\_0022** G:\BUSINESS\CONTRACT\2013 Contracts\SUB\Orion

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
 (check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department Sara Mooren x 8431  
 Originating Department Contact Person Phone

Contract with: \_\_\_\_\_ **Orion Family Services, Inc.**  
 (Name of entity)

Contract Period: Start Date: 1/1/2013 Expiration Date: 12/31/2013

Contract Amount: \$ Rate x Number of approved clients

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change from prior year</u>
Group Home	\$194.90	Day	1.4%
Treatment Foster Care - Administrative Rate	\$62.90	Day	4.6%

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):  
36-3638-0000-64604 Child Protective Services – Substitute Care  
36-3654-0000-64604 Juvenile Justice Services – Substitute Care

Executive Summary:  
 Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The State rather than the County now negotiates the rates with each agency based on a universal standard. Orion provides quality services with behavior modification and level systems. Children attend public schools, staff phone birth parents frequently and offers to meet with them weekly

The 2013 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services</u>		<u>Juvenile Justice Services</u>	
\$1,890,412	Foster Homes I-V	\$397,144	Foster Homes I-V
\$167,998	Group Homes	\$254,322	Group Homes
\$1,688,261	Residential Care Centers	\$916,812	Residential Care Centers
\$3,746,671	Total	\$1,568,278	Total

Were Bids or Quotations Solicited?  Yes  No  
 Covered by State Contract?  Yes  No

State Contract # \_\_\_\_\_

Contract will be signed by:  County Board Chair  
 Other? Who? Human Services Board Chair

11/14/12

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

HSD\_2013\_0026

G:\BUSINESS\CONTRACT\2013 Contracts\SUB\St. Amellan-Lakeside

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department                      Sara Mooren                      x 8431  
Originating Department                      Contact Person                      Phone

Contract with: St. Amellan - Lakeside  
(Name of entity)

Contract Period: Start Date: 1/1/2013                      Expiration Date: 12/31/2013

Contract Amount: \$ Rate x Number of approved clients

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change from prior year</u>
Foster Care III-IV Admin.	\$63.50	Day	0%
Residential Care Center	\$306.80	Day	-3.6%
RCC—60-day Assessment*	\$306.80	Day	-3.6%
Residential Respite*	\$152.00	Day	0%
Academic Day Treatment*	\$168.00	Day	0%
Stabilization Programming*	\$184.00	Day	0%

\*Indicates services requiring special approval

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

- 36-3638-0000-64604 Child Protective Services – Substitute Care
- 36-3654-0000-64604 Juvenile Justice Services – Substitute Care

Executive Summary: Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The State rather than the County now negotiates the rates with each agency based on a universal standard. St. Amellan-Lakeside offers a broad spectrum of services, specializes in behavioral issues, and offers trauma-informed care services.



HSD\_2013\_00026

The 2013 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services</u>		<u>Juvenile Justice Services</u>	
\$1,890,412	Foster Homes I-V	\$397,144	Foster Homes I-V
\$167,998	Group Homes	\$254,322	Group Homes
<u>\$1,688,261</u>	Residential Care Centers	<u>\$916,812</u>	Residential Care Centers
\$3,746,671	Total	\$1,568,278	Total

Were Bids or Quotations Solicited?  Yes  No

Covered by State Contract?  Yes  No

State Contract #

Contract will be signed by:  County Board Chair  
 Other? Who? Human Services Board Chair

11/19/12

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

HSD\_2013\_0084 (JJS/River of Life Beloit)

New Contract:  (check box if yes) or, \_\_\_\_\_ Amendment to Contract # or, \_\_\_\_\_ Addendum to Contract #

Human Services \_\_\_\_\_ Sara Mooren \_\_\_\_\_ 8431  
Originating Department Contact Person Phone

Contract with: The River of Life United Methodist Church  
(Name of entity)

Contract Period: Start Date: 1/1/2013 Expiration Date: 12/31/2013

Contract Amount: \$490 per month (\$5,880 total for the contract period) (Same as 2012)

Expenditure/ Revenue Account Numbers:  
36-3646-0000-62119 JJS Other Contracted Services

Executive Summary:

This is continuation of a space agreement allowing the Department to utilize rooms of a facility in Beloit owned by The River of Life United Methodist Church for Juvenile Justice Diversion Programming.

Were Bids or Quotations Solicited?  Yes  No

Covered by State Contract?  Yes  No

State Contract # \_\_\_\_\_

Contract will be signed by:  County Board Chair  
 Other? Who? Chair, Human Services Board

11/14/12

# Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

HSD\_2013\_0028

G:\BUSINESS\CONTRACT\2013 Contracts\SUB\Thrive Treatment Services

New Contract:  or, \_\_\_\_\_ or, \_\_\_\_\_  
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Department      Sara Mooren      x 8431  
Originating Department      Contact Person      Phone

Contract with: THRIVE Treatment Services, LLC  
(Name of entity)

Contract Period: Start Date: 1/1/2013 Expiration Date: 12/31/2013

Contract Amount: \$ Rate x Number of approved clients

Service	Rate	Unit	Change from prior year
Treatment Foster Care - Administrative Rate	\$63.50	Day	0%

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

- 36-3638-0000-64604 Child Protective Services – Substitute Care
- 36-3654-0000-64604 Juvenile Justice Services – Substitute Care

Executive Summary: Rock County Human Services Department has contracts with several substitute care providers. The number of children approved for placement at each facility will determine the actual amount of each contract. The State rather than the County now negotiates the rates with each agency based on a universal standard.

The 2013 County Adopted Budget includes the following funds for substitute care:

<u>Child Protective Services</u>		<u>Juvenile Justice Services</u>	
\$1,890,412	Foster Homes I-V	\$397,144	Foster Homes I-V
\$167,998	Group Homes	\$254,322	Group Homes
\$1,688,261	Residential Care Centers	\$916,812	Residential Care Centers
\$3,746,671	Total	\$1,568,278	Total

Were Bids or Quotations Solicited?  Yes  No

Covered by State Contract?  Yes  No

State Contract #

Contract will be signed by:  County Board Chair  
 Other? Who? Human Services Board Chair

**ROCK COUNTY HUMAN SERVICES DEPARTMENT  
DIRECTOR'S REPORT  
Wednesday, November 28, 2012**

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**HSD MANAGEMENT TEAM MEETING – November 13, 2012**  
Meeting Cancelled.

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**HSD MANAGEMENT TEAM MEETING – November 20, 2012**  
Meeting Cancelled.

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