



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, May 11, 2016 – 4:30 p.m.
Rock County Health Care Center, 3rd Floor Conference Room

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of April 27, 2016 *
4. Citizen Participation
5. Submission of Committee Requests
6. Approval of Contracts and Transfers – Ms. Mooren
7. Review of Bills * – Mr. Zuehlke
8. Elect Vice Chair
9. Set Meeting Day and Time
10. Resolution Recognizing Charmian Klyve – County Administrator Smith
11. Director's Report *
12. **Next Meeting: Wednesday, May 25, 2016 at 4:30 p.m. at the Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.**
13. **EXECUTIVE SESSION:** Per Section 19.85(1)(c), Wis. Stats. – Interviews for Human Services Director Position
14. 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.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
36-3600-0000-64200 36-3600-0000	TRAINING EXP	P1601550	04/04/2016	TELLURIAN UCAN INC	24.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
AGENCY MGT & SUP		18,495.00	(72.51)	24.00	24.00	18,519.51
36-3602-0000-62119 36-3602-0000	OTHER SERVICES	P1600619	03/24/2016	OFFICE PRO INC	39.75	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OVERHEAD		28,006.00	4,684.48	2,880.88	39.75	20,400.89
36-3602-0000-63100 36-3602-0000 36-3602-0000	OFC SUPP & EXP	P1600576 P1600619	04/06/2016 04/05/2016	AARONS LOCK AND SAFE INC OFFICE PRO INC	493.22 538.20	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OVERHEAD		85,177.00	12,241.73	4,105.53	1,031.42	67,798.32
36-3603-0000-64605 36-3603-5049	NON-REIMB EXP	P1601449	04/06/2016	AMERICAN AWARDS AND PROMOTIONS	39.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
SPECIAL HSD		6,500.00	364.31	1,078.00	39.00	5,018.69
36-3604-0000-62119 36-3604-5021	OTHER SERVICES	P1601627	04/01/2016	O BRIEN AND ASSOCIATES INC	1,660.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
ECONOMIC SUPPORT		36,835.00	540.00	0.00	1,660.00	34,635.00
36-3604-0000-62176 36-3604-0000	LABORATORY	P1600626	03/31/2016	REDWOOD TOXICOLOGY LABORATORY	100.52	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
ECONOMIC SUPPORT		1,700.00	174.47	100.52	100.52	1,324.49
36-3604-0000-64200 36-3604-0000	TRAINING EXP	P1601603	04/12/2016	WISCONSIN ASSOCIATION ON PUBLI	50.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
ECONOMIC SUPPORT		2,000.00	0.00	0.00	50.00	1,950.00
36-3634-0000-62119 36-3634-5042	OTHER SERVICES	P1601600	03/05/2016	ABA OF WISCONSIN LLC	275.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CPS		110,485.00	28,333.30	24,537.34	275.00	57,339.36
36-3634-0000-62503 36-3634-0000	INTERPRETER FEES	P1600633	02/29/2016	SWITS LTD	3,761.25	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CPS		8,000.00	3,521.25	4,181.25	3,761.25	(3,463.75)
36-3634-0000-63300 36-3634-0000	TRAVEL		04/19/2016	BARDEN,MOLLIE	37.80	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
36-3634-0000			04/06/2016	DALLMAN,BRIANNA	112.32	
CPS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	213,500.00		75,079.41	0.00	150.12	138,270.47
36-3634-0000-64200	TRAINING EXP					
36-3634-0000	P1600820	01/31/2016	WISCONSIN CHILD WELFARE PROFES	420.00		
36-3634-0000	P1601546	04/04/2016	WISCONSIN JUVENILE COURT INTAK	120.00		
36-3634-0000	P1601547	04/04/2016	WISCONSIN CHILD WELFARE PROFES	40.00		
36-3634-0000	P1601548	04/04/2016	WISCONSIN CHILD WELFARE PROFES	40.00		
36-3634-0000	P1601549	04/04/2016	WISCONSIN CHILD WELFARE PROFES	20.00		
36-3634-0000	P1601565	04/06/2016	WISCONSIN JUVENILE COURT INTAK	120.00		
36-3634-0000	P1601566	04/06/2016	WESTERN WISCONSIN PARTNERSHIP	68.00		
CPS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	19,611.00		5,322.27	660.00	828.00	12,800.73
36-3634-0000-64604	PROGRAM EXPENSE					
36-3634-1731		04/04/2016	SEITZ,PAULA M	6.49		
36-3634-1731		04/06/2016	HOLLAND,ALVEY	25.83		
36-3634-1803	P1600629	04/05/2016	SENTRY FOOD STORE	100.00		
36-3634-1803	P1600630	03/15/2016	SHOPKO INC #130	108.62		
36-3634-1803	P1600639	04/01/2016	WISCONSIN DEPARTMENT OF JUSTIC	133.00		
36-3634-1803	P1601582	04/08/2016	KWIK TRIP STORES	200.00		
36-3634-1803	P1601583	04/08/2016	KWIK TRIP STORES	200.00		
36-3634-1803	P1601623	04/07/2016	STATELINE FAMILY YMCA	680.00		
36-3634-1814	P1600586	03/31/2016	BELOIT DAILY NEWS	43.78		
36-3634-1814	P1600602	04/07/2016	GREGG INVESTIGATIONS INC	255.00		
36-3634-1814	P1601545	03/09/2016	LOGAN COUNTY SHERIFF	45.00		
36-3634-1814	P1601586	03/28/2016	MURRAY,DANIEL P	200.00		
36-3634-1814	P1601601	04/12/2016	KLAREN,JENNIFER LYNN	70.00		
36-3634-5040		04/14/2016	BOYLAN,REBECCA	16.64		
CPS	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	133,185.00		60,010.59	41,862.45	2,084.36	29,227.60
36-3646-0000-62119	OTHER SERVICES					
36-3646-3041	P1600675	03/31/2016	COMMUNITY CARE PROGRAMS INC	595.00		
36-3646-5009	P1601522	03/04/2016	FFT LLC	500.00		
36-3646-5009	P1601625	03/29/2016	FFT LLC	3,000.00		
36-3646-5014	P1600675	03/31/2016	COMMUNITY CARE PROGRAMS INC	1,590.00		
36-3646-5019	P1600675	03/31/2016	COMMUNITY CARE PROGRAMS INC	995.00		
36-3646-5042	P1600679	02/29/2016	ORION FAMILY SERVICES	1,100.74		
36-3646-5042	P1601224	03/17/2016	HEALING HEARTS FAMILY COUNSELI	3,017.31		
36-3646-5044	P1600675	03/31/2016	COMMUNITY CARE PROGRAMS INC	300.00		
JUVENILE JUSTICE	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	174,158.00		24,343.18	39,779.63	11,098.05	98,937.14
36-3646-0000-64604	PROGRAM EXPENSE					
36-3646-5017	P1601584	04/08/2016	KWIK TRIP STORES	200.00		
36-3646-5017	P1601585	04/08/2016	SPEEDWAY LLC	200.00		
JUVENILE JUSTICE	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00		1,240.48	0.00	400.00	3,359.52

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt
36-3654-0000-64604	PROGRAM EXPENSE				
36-3654-1537		P1600676	03/31/2016	FOUNDATIONS COUNSELING CENTER	1,942.50
36-3654-1537		P1601626	03/01/2016	CROSSROADS COUNSELING CENTER	1,598.00
		Budget	YTD Exp	YTD Enc	Pending
YA'S SUB CARE		1,303,022.00	327,101.16	269,827.49	3,540.50
					Closing Balance
					702,552.85
36-3655-0000-64604	PROGRAM EXPENSE				
36-3655-0000		P1600639	04/01/2016	WISCONSIN DEPARTMENT OF JUSTIC	248.00
		Budget	YTD Exp	YTD Enc	Pending
KINSHIP CARE		2,000.00	377.50	248.00	248.00
					Closing Balance
					1,126.50
36-3664-0000-61915	CERT/LIC/OTHER				
36-3664-0000		P1600593	03/10/2016	DEAN HEALTH SYSTEMS	288.00
36-3664-0000		P1600618	04/01/2016	OCCUPATIONAL HEALTH CENTER	46.00
		Budget	YTD Exp	YTD Enc	Pending
YOUTH SERVICES		4,845.00	472.00	334.00	334.00
					Closing Balance
					3,705.00
36-3664-0000-62400	R & M SERV				
36-3664-0000		P1600582	03/14/2016	BANDT COMMUNICATIONS INC	45.00
		Budget	YTD Exp	YTD Enc	Pending
YOUTH SERVICES		4,900.00	3,332.60	337.82	45.00
					Closing Balance
					1,184.58
36-3664-0000-63400	OPERATING SUPPLI				
36-3664-0000		P1600629	04/06/2016	SENTRY FOOD STORE	66.37
36-3664-0000		P1601466	04/04/2016	NASCO	35.18
36-3664-0000		P1601607	04/12/2016	DAIRY QUEEN	200.00
36-3664-5029			04/07/2016	SCHWARZ, TED	75.00
		Budget	YTD Exp	YTD Enc	Pending
YOUTH SERVICES		45,714.00	13,946.84	2,726.40	376.55
					Closing Balance
					28,664.21
36-3683-0000-64200	TRAINING EXP				
36-3683-0000			04/19/2016	THOMPSON,JENNIFER	82.00
		Budget	YTD Exp	YTD Enc	Pending
ADRC		4,940.00	26.00	0.00	82.00
					Closing Balance
					4,832.00
36-3683-0000-64604	PROGRAM EXPENSE				
36-3683-0000			04/14/2016	AUSTIN,JAMIE	8.55
36-3683-0000			04/14/2016	THOMPSON,JENNIFER	50.05
36-3683-0000		P1600597	04/01/2016	E AND D WATER WORKS INC	24.00
		Budget	YTD Exp	YTD Enc	Pending
ADRC		35,000.00	3,154.38	41.25	82.60
					Closing Balance
					31,721.77
36-3689-0000-62119	OTHER SERVICES				
36-3689-0300		P1601631	04/14/2016	JOURNEY MENTAL HEALTH CENTER I	6,300.00
		Budget	YTD Exp	YTD Enc	Pending
CRISIS		1,297,179.00	256,016.73	1,050,285.18	6,300.00
					Closing Balance
					(15,422.91)
36-3689-0000-64200	TRAINING EXP				
36-3689-0000		P1601628	04/13/2016	INSTITUTE FOR BRAIN POTENTIAL	79.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CRISIS		5,125.00	(1,100.00)	100.00	79.00	6,046.00
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0000		P1601624	04/13/2016	ROCKMED LTC PHARMACY		18.72
36-3689-0002		P1600607	03/29/2016	LANNON STONE MOTEL		186.00
36-3689-0002		P1600613	03/27/2016	MOTEL 6		309.94
36-3689-0002		P1600617	03/16/2016	NORTHERN TOWN MOTEL		395.00
36-3689-0004		P1600644	02/23/2016	KEALEY PHARMACY		113.85
36-3689-1221		P1601622	04/13/2016	CUNNINGHAM,LORI D		1,246.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CRISIS		306,630.00	36,739.05	3,004.81	2,269.51	264,616.63
36-3690-0000-62119	OTHER SERVICES					
36-3690-0000		P1600578	03/31/2016	ADVANCED DISPOSAL SERVICES		23.76
36-3690-0000		P1600615	04/08/2016	NEEDY MEDS INC		34.00
36-3690-0000		P1600628	04/15/2016	SAFEWAY PEST CONTROL		11.55
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER		63,413.00	21,979.11	46,804.06	69.31	(5,439.48)
36-3690-0000-64200	TRAINING EXP					
36-3690-5033		P1601602	04/01/2016	BURNS,DONNA		3,092.82
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OUTPATIENT SER		4,278.00	1,078.28	50.00	3,092.82	56.90
36-3691-0000-64604	PROGRAM EXPENSE					
36-3691-0000		P1600639	04/01/2016	WISCONSIN DEPARTMENT OF JUSTIC		30.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CLTS		1,138,740.00	24,607.79	44.49	30.00	1,114,057.72
36-3696-0000-62176	LABORATORY					
36-3696-0000		P1600624	04/06/2016	REDWOOD BIOTECH		486.59
36-3696-0000		P1600626	02/29/2016	REDWOOD TOXICOLOGY LABORATORY		8.48
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
TAP		16,150.00	4,315.31	2,226.01	495.07	9,113.61
36-3696-0000-64604	PROGRAM EXPENSE					
36-3696-0000		P1600684	03/24/2016	ABEL,NANCY J		240.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
TAP		14,109.00	3,270.44	1,149.60	240.00	9,448.96
36-3700-0000-62119	OTHER SERVICES					
36-3700-1326		P1600605	03/31/2016	HOPE HAVEN REBOS UNITED INC		15,276.00
36-3700-1326		P1600636	03/31/2016	TELLURIAN UCAN INC		21,767.28
36-3700-1331		P1600586	03/31/2016	BELOIT MEMORIAL HOSPITAL		483.75
36-3700-1331		P1600590	03/31/2016	CROSSROADS COUNSELING CENTER		1,145.00
36-3700-1331		P1600609	03/31/2016	LUTHERAN SOCIAL SERVICES		3,180.00
36-3700-1331		P1600627	03/31/2016	ROCK VALLEY COMMUNITY PROGRAMS		1,455.00
36-3700-1331		P1601384	03/31/2016	META HOUSE		13,950.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
AODA BLOCK GRANT		396,066.00	80,864.18	55,516.00	57,257.03	202,429.79
36-3702-0000-62176	LABORATORY					
36-3702-0000		P1600624	04/06/2016	REDWOOD BIOTECH		1,431.17
36-3702-0000		P1600626	02/29/2016	REDWOOD TOXICOLOGY LABORATORY		24.95
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
DRUG COURT		47,500.00	12,712.06	6,547.11	1,456.12	26,784.71
36-3702-0000-64604	PROGRAM EXPENSE					
36-3702-0000		P1600578	03/31/2016	ADVANCED DISPOSAL SERVICES		52.00
36-3702-0000		P1600597	03/07/2016	E AND D WATER WORKS INC		94.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
DRUG COURT		41,200.00	11,582.59	7,830.48	146.00	21,640.93
36-3704-0000-62119	OTHER SERVICES					
36-3704-1331		P1600609	03/31/2016	LUTHERAN SOCIAL SERVICES		1,250.00
36-3704-1331		P1600627	03/31/2016	ROCK VALLEY COMMUNITY PROGRAMS		605.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
IDP		115,303.00	4,081.55	1,257.68	1,855.00	108,108.77
36-3706-0000-62119	OTHER SERVICES					
36-3706-0000		P1600578	03/31/2016	ADVANCED DISPOSAL SERVICES		48.24
36-3706-0000		P1600628	04/15/2016	SAFEWAY PEST CONTROL		23.45
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
CSP		9,659.00	3,040.94	3,296.72	71.69	3,249.65
36-3707-0000-64604	PROGRAM EXPENSE					
36-3707-0000		P1600590	03/31/2016	CROSSROADS COUNSELING CENTER		630.00
36-3707-0000		P1600627	03/31/2016	ROCK VALLEY COMMUNITY PROGRAMS		840.00
36-3707-0000		P1600633	02/29/2016	SWITS LTD		1,078.75
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
GCS		139,500.00	11,985.37	1,470.95	2,548.75	123,494.93
36-3709-0000-62176	LABORATORY					
36-3709-0000		P1600624	04/06/2016	REDWOOD BIOTECH		944.57
36-3709-0000		P1600626	02/29/2016	REDWOOD TOXICOLOGY LABORATORY		16.47
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
OWI COURT		31,350.00	8,376.76	4,321.10	961.04	17,691.10
36-3730-0000-62119	OTHER SERVICES					
36-3730-1000		P1600628	04/15/2016	SAFEWAY PEST CONTROL		38.00
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JOB CENTER		50,320.00	16,414.07	37,409.18	38.00	(3,541.25)
36-3730-0000-62400	R & M SERV					
36-3730-1000		P1600578	03/31/2016	ADVANCED DISPOSAL SERVICES		137.00

COMMITTEE REVIEW REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Invoice Amt	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
JOB CENTER		7,079.00	266.95	137.00	137.00	6,538.05

I have reviewed the preceding payments in the total amount of \$103,296.46

Date: Dept _____

Committee _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Human Services Board
INITIATED BY

Human Services Board
SUBMITTED BY



Nick Osborne
DRAFTED BY

May 3, 2016
DATE DRAFTED

RECOGNIZING CHARMIAN KLYVE

- 1 **WHEREAS**, Charmian Klyve was hired as Deputy Corporation Counsel on August 29, 1994; and,
2
3 **WHEREAS**, Ms. Klyve was hired as Human Services Director on October 2, 2000 and served in that role
4 until her retirement on July 1, 2016; and,
5
6 **WHEREAS**, Ms. Klyve has successfully overseen the largest, and arguably most complex, County
7 department during times of high caseloads, reduced funding and ever changing State and Federal
8 requirements, and;
9
10 **WHEREAS**, Ms. Klyve has had many accomplishments, including:
11
12 - Reorganizing Human Services to integrate the Child Protective Services and Juvenile Justice
13 divisions
14 - Establishing Rock County as the lead administrative agency in a seven county consortium to
15 deliver economic support programs
16 - Implementing the Affordable Care Act and Trauma Informed Care in Rock County
17 - Overseeing the opening of the Aging and Disabilities Resource Center and the planning for
18 Family Care; and
19
20 **WHEREAS**, Ms. Klyve's extensive knowledge of human services programs and commitment to our clients
21 will be missed, and;
22
23 **WHEREAS**, the Rock County Board of Supervisors wishes to recognize Charmian Klyve for her
24 achievements and significant contributions to Rock County.
25
26 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
27 this _____ day of _____, 2016 does hereby recognize Charmian Klyve for her service and extends
28 best wishes in her future endeavors.

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Ashley Kleven

Sally Jean Weaver-Landers

Kathy Schulz

Karl Dommershausen

Terry Thomas

Terry Fell

Shirley Williams

Linda Garrett

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney

Sandra Kraft

Louis Peer

Eva Arnold

Alan Sweeney

Henry Brill

Terry Thomas

Betty Jo Bussie

ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, May 11, 2016

HSD MANAGEMENT TEAM MEETING – April 26, 2016

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Family Care**
- **Workgroup Updates**
- **Praise and Recognition**
- **New Bill Paying Procedures**
- **Seniority Issues**
- **Space Issues**

INFORMATION ITEMS

HSD Board Agenda
