



**FINANCE COMMITTEE
THURSDAY, FEBRUARY 20, 2014 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes –January 2, 2014
4. Transfers and Appropriations
 - A. Finance
 - B. Human Resources (2)
 - C. District Attorney
 - D. Public Works
5.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) Developmental Disabilities
 - E. Approval of Bills for Other Departments
6. Resolution
 - A. Authorizing Purchase of Additional Storage Area Network Capacity
7. Committee Approval
 - A. Amending the Council on Aging Budget to Adjust Older Americans Act and Volunteer Driver Allocations
 - B. Amending the 2014 Human Services Department Budget to Accept MacArthur Foundation Cross-Action Network Grant Funding
 - C. Amending the 2014 Human Services Department Budget to Accept Funding for Juvenile Early Intervention Services
 - D. Amending the 2014 Human Services Department Budget for Office Moves
8. Authorization to Purchase a Smart Board for Human Resources
9. Report on Cash Balances and Investments
10. Adjournment

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 02/05/14
 Requested By Finance
Department

Transfer No. 13-110
Sherry Oja
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 05-1500-0000-61610 Description: Health Insurance Current Balance: \$7,682	\$4,284	Account #: 05-1500-0000-61210 Description: Overtime Wages	\$4,284
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

The health insurance plan changed during the year for two employees and premiums were reduced.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Workload too heavy for employees to complete during regular work hours.

FISCAL NOTE:

Sufficient funds available for transfer. *MS 2-10-14*

ADMINISTRATIVE NOTE:

Recommended. *SO 2-10-14*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 2/4/2014
 Requested By Human Resources
Department

Transfer No. 14-03
David O'Connell
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 08-1420-0000-62119 Description: Other Contracted Services Current Balance: \$7,500	1500.00	Account #: 08-1420-0000-67160 Description: Capital assets-less than \$5000	1500.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

New budget year.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Need to purchase a replacement AED for the Health Dept-South location. Need to purchase a replacement battery pack for AED at the HCC.

FISCAL NOTE:

Sufficient funds are available for transfer. *85-417*

ADMINISTRATIVE NOTE:

Recommended. *OK 2-4-14*

REQUIRED APPROVAL

Governing Committee DATE
2/11/14

Finance Committee

COMMITTEE CHAIR

Russ Boggs

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 2/3/14
 Requested By Human Resources
Department

Transfer No. 13-104
David O'Connell
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 08-1420-0000-63107 Description: Legal Notices Current Balance: \$6,961	\$6,000	Account #: 08-1420-0000-67130 Description: Terminals and PCs	\$6,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Costs for legal notices were less than expected.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

2014 budget included funding for a smart board. A portion of the funding was to come from the carryover of 2013 funds. Once this transfer is completed, the funds will be carried over to 2014.

FISCAL NOTE:

Sufficient funds are available for transfer. *2/3/14*

ADMINISTRATIVE NOTE:

Recommended. *[Signature]*

REQUIRED APPROVAL

Governing Committee

DATE
2/11/14

Finance Committee

COMMITTEE CHAIR
[Signature]

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 2/13/14 Transfer No. 14-05
 Requested By District Attorney Office David O'Leary
Department Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 24-1610-0000-62124 Description: Criminal Investigations Current Balance: \$10,230	\$1,787	Account #: 24-1610-0000-62100 Description: Repair & Maintenance	\$1,787
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Money was carried over from 2013 in the criminal investigations account to cover the transferring of equipment from our old inspector car to the new car in 2014 per our budget meeting.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

When I entered the PO to pay General Communications for the equipment transfer, I learned that this should be coming from the repair and maintenance account (62400) which is why the money transfer is necessary. Thank You.

FISCAL NOTE:

Sufficient funds are available for transfer. *45 2/13/14*

ADMINISTRATIVE NOTE:

Recommended. *[Signature]* 2/13-14

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____ _____
 Finance Committee _____ _____

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR
Requested By Public Works

Date 2/5/2014
Department

Transfer No. 14-04
Benjamin J Coopman, Jr
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 00-0000-0001-46205 Description: Comp-Loss of Fixed Assets Current Balance: \$16,076	16,076.00	Account #: 41-4290-4290-46205 Description: Comp-Loss of Fixed Assets	16,076.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Insurance proceeds of \$16,076.00 deposited 1/31/2014 on receipt 9999GN00130361 relative to the total loss of motor pool vehicle 12082 in a traffic accident on 9/23/2013.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Funds to be transferred to motor pool accounts where they will be matched with remaining basis and gain or loss recorded. Lost unit already budgeted for replacement.

FISCAL NOTE:

Sufficient funds are available for transfer. *2-5-14*

ADMINISTRATIVE NOTE:

Recommended. *[Signature]* 2-5-14

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Distribution: **EMAIL** Sherry Oja and Susan Balog

Revised: 02/20/13

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62421	COMPUTER EQUIP	P1303877	12/31/2013	CDW GOVERNMENT INC	171.48
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	6,481.51	1,631.49	171.48	715.52
07-1430-0000-62491	SOFTWARE MAINT	P1303864	12/31/2013	HEWLETT PACKARD	3,459.02
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	595,762.00	518,855.09	2,655.27	3,459.02	70,792.62
07-1430-0000-67143	IT CROSS CHARGES	P1302901	12/31/2013	MOTOROLA SOLUTIONS INC	1,180.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	50,000.00	234,427.04	0.00	1,180.00	(185,607.04)
INFORMATION TECHNOLOGY PROG TOTAL				4,810.50	

I have examined the preceding bills and encumbrances in the total amount of **\$4,810.50**

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: **FEB 20 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1411-0000-63100	OFC SUPP & EXP	P1300733	12/31/2013	PAPER RECOVERY SERVICE CORPOF	4.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	2,370.41	0.00	4.75	124.84
ELECTIONS PROG TOTAL				4.75	

I have examined the preceding bills and encumbrances in the total amount of **\$4.75**

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: **FEB 20 2014**

Dept Head _____

Committee Chair _____

2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES	P1401049	01/15/2014	EDCI	185.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	58,175.00	534.87	11,165.13	185.00	46,290.00
07-1430-0000-63101	POSTAGE	P1401127	01/29/2014	FEDERAL EXPRESS CORP	18.68
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	425.00	0.00	75.00	18.68	331.32
07-1430-0000-63407	COMPUTER SUPPL	P1400760	01/08/2014	CDW GOVERNMENT INC	2,708.00
		P1400796	01/10/2014	CDW GOVERNMENT INC	58.32
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,176.00	39.88	748.90	2,766.32	11,620.90
07-1430-0000-64701	SOFTWARE PURCH	P1400922	01/20/2014	SHI INTERNATIONAL CORP	363.60
		P1400981	01/23/2014	CDW GOVERNMENT INC	337.13
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	60,360.00	10,593.00	11,137.49	700.73	37,928.78
07-1430-0000-67130	TERMINALS/PC'S	P1400793	01/22/2014	DELL	3,189.99
		P1401100	02/03/2014	ENTERPRISE SYSTEMS GROUP	918.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	16,700.00	0.00	3,118.72	4,108.74	9,472.54
07-1430-0000-67131	OTHER COMP HARDW	P1400983	01/27/2014	NETECH CORP	4,575.31
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	51,500.00	0.00	7,634.20	4,575.31	39,290.49
INFORMATION TECHNOLOGY PROG TOTAL				12,354.78	
07-1435-0000-63407	COMPUTER SUPPL	P1400783	01/14/2014	ENTERPRISE SYSTEMS GROUP	84.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	350.00	0.00	0.00	84.50	265.50
TELEPHONE OPERATIONS PROG TOTAL				84.50	
07-1450-0000-62400	R & M SERV	P1401033	01/10/2014	JT PACKARD AND ASSOCIATES INC	1,464.00

2014 . . . ■

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	65,023.00	9,809.52	0.00	1,464.00	53,749.48
07-1450-0000-62491	SOFTWARE MAINT				
ENC		R1401232	02/04/2014	CERNER CORPORATION	13,196.00
		P1401032	01/01/2014	SUMMIT IT SOLUTIONS	2,125.00
		P1401034	01/18/2014	DATASPEC INC	1,196.00
		P1401035	01/01/2014	ROUTEMATCH SOFTWARE INC	3,025.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	381,909.00	3,293.62	2,787.07	19,542.00	356,286.31
07-1450-0000-67143	IT CROSS CHARGES				
		P1400730	01/06/2014	CDW GOVERNMENT INC	65.32
		P1400782	01/10/2014	CDW GOVERNMENT INC	65.32
		P1400784	01/10/2014	CDW GOVERNMENT INC	1,306.15
		P1400787	01/10/2014	CDW GOVERNMENT INC	171.44
		P1400858	01/10/2014	CDW GOVERNMENT INC	178.62
		P1400890	01/15/2014	SHI INTERNATIONAL CORP	84.66
		P1400908	01/14/2014	CDW GOVERNMENT INC	178.62
		P1400910	01/14/2014	CDW GOVERNMENT INC	32.66
		P1400927	01/20/2014	CDW GOVERNMENT INC	89.31
		P1400935	01/17/2014	ENTERPRISE SYSTEMS GROUP	425.75
		P1400997	01/23/2014	CDW GOVERNMENT INC	89.31
		P1401012	01/25/2014	CDW GOVERNMENT INC	179.53
		P1401036	01/28/2014	ENTERPRISE SYSTEMS GROUP	848.00
		P1401062	01/28/2014	CDW GOVERNMENT INC	99.54
		P1401068	01/28/2014	ENTERPRISE SYSTEMS GROUP	347.00
		P1401076	01/30/2014	ENTERPRISE SYSTEMS GROUP	848.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	4,557.50	14,720.85	5,009.23	175,712.42
IT-CROSS CHARGES PROG TOTAL				26,015.23	

2014 . . . ■

Account Number Account Name PO# Inv Date Vendor Name Inv/Enc Amt

I have examined the preceding bills and encumbrances in the total amount of **\$38,454.51**

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: **FEB 20 2014**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1400813 PEID 042174

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 February 7, 2014

DEPARTMENT DD Board

COMMITTEE Rock County DD Board

VENDOR NAME Alpha Homes of WI Inc.

ACCOUNT NUMBER 33-3310-0000-62620

FUNDS DESCRIPTION CIP 1A

AMOUNT OF INCREASE \$ 29,823

INCREASE FROM \$ 123,227 TO \$ 153,050

ACCOUNT BALANCE AVAILABLE \$ 580,754 SB 02/07/14

REASON FOR AMENDMENT This increase is the result of an increase in care rate for one current CIP 1A client.

APPROVALS

GOVERNING COMMITTEE Louis Pen 2/12/14
Chair Date

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

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

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT
INITIATED BY



Mickey Crittenden, Director of IT
DRAFTED BY

Finance Committee
SUBMITTED BY

February 12, 2014
DATE DRAFTED

AUTHORIZING PURCHASE OF ADDITIONAL STORAGE AREA NETWORK CAPACITY

- 1 **WHEREAS**, the Information Technology Department manages the data storage needs for all County
2 systems and applications; and,
3
4 **WHEREAS**, the 2014 Information Technology Department budget and Capital Projects Account
5 includes funding for adding disk storage to the County's existing storage area network (SAN); and,
6
7 **WHEREAS**, the Information Technology Department has specified the necessary rack-mounted
8 Expansion Unit and disk drives for adding data storage capacity; and,
9
10 **WHEREAS**, the specified Hitachi Data Systems SAN Expansion Tray and associated disk drives will
11 be purchased using the terms and conditions of the UW Contract 10-2052.
12
13 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
14 this _____ day of _____, 2014 that a Purchase Order for a Hitachi SAN expansion unit
15 and disk drives be issued to AE Business Solutions in the amount of \$54,888.00.
16
17 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Finance
18 Committee.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

AUTHORIZING PURCHASE OF ADDITIONAL STORAGE AREA NETWORK CAPACITY

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FISCAL NOTE:

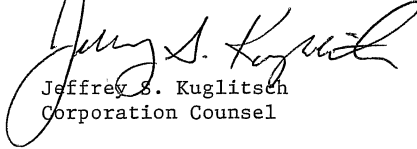
Sufficient funds were included in the 2014 IT Capital Projects account for the cost of this purchase. This account is funded by sales tax revenue.



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. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary for Expansion of the County's Storage Area Network

As an IT capital project included in the 2014 budget, the expansion of the County's storage area network (SAN) is planned to address the County's rapidly growing storage requirements for both structured and unstructured County information. The storage area network consists of controllers, magnetic disk drives, and software that represent the primary information storage for the County's computer systems. The expanded SAN will allow for greater throughput of input/output data operations as well as the necessary increase in raw storage capacity.

The SAN expansion project consists of the following main components:

- 28 terabytes of additional Hitachi Data Systems raw storage capacity
- Rack-mounted Storage System Controller
- Installation
- 3 Years Maintenance Support Service
- Hitachi Storage Software.

The SAN is located in the County's data center at the Health Care Center.

The SAN expansion will cost \$54,888.00 and be purchased from AE Business Solutions using the pricing and terms of the State of Wisconsin contract #10-2052.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Joyce Lubben
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services Committee
SUBMITTED BY

January 17, 2014
DATE DRAFTED

**Amending the Council on Aging Budget to Adjust Older Americans Act and
Volunteer Driver Allocations**

1 WHEREAS, The Council on Aging receives funds from Title III of the Older Americans Act and from
2 the State 85.21 Specialized Transportation Assistance Program for Counties that are estimated in the
3 budget preparation process; and,
4

5 WHEREAS, the adjusted 2014 Title III and s.85.21 allocations have been received from the Greater
6 Wisconsin Agency on Aging Resources and the Wisconsin Department of Transportation.
7

8 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
9 this _____ day of _____, 2014 does hereby amend the Adopted 2014 Rock County
10 Council on Aging budget as follows:
11

<u>Account/Description</u>	<u>Budget at 01/01/2014</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Title III-B (Supportive Services)</u>			
<u>Source of Funds</u>			
30-3901-0000-42100 Federal Aid	116,658	3,600	120,258
<u>Use of Funds</u>			
30-3901-0000-64203 Educational Materials & Supplies	2,000	3,600	5,600
<u>Title III-C1 (Nutrition Program)</u>			
<u>Source of Funds</u>			
30-3903-0000-42100 Federal Aid	261,770	1,483	263,253
30-3903-0000-42102 Federal Aid – NSIP	37,617	(1,486)	36,131
<u>Use of Funds</u>			
30-3903-0000-62105 Contracted Food Services	83,000	(3)	82,997
<u>Title III-C2 (Delivered Meals)</u>			
<u>Source of Funds</u>			
30-3904-0000-42100 Federal Aid	84,936	4,378	89,314
<u>Use of Funds</u>			
30-3904-0000-64124 Consumable Supplies	6,000	4,378	10,378
<u>Title III-D (Health Promotion)</u>			
<u>Source of Funds</u>			
30-3908-0000-42100 Federal Aid	7,262	583	7,845
<u>Use of Funds</u>			
30-3908-0000-62625 Outreach Service	7,462	583	8,045

Amending the Council on Aging Budget to Adjust Older Americans Act and Volunteer Driver Allocations.

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<u>Account/Description</u>	<u>Budget at 01/01/2014</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Volunteer Driver Program</u>			
<u>Source of Funds</u>			
30-3913-0000-42200	10,180	(1,213)	8,967
State Aid			
<u>Use of Funds</u>			
30-3913-0000-63308	16,000	(1,213)	14,787
Volunteer Mileage			
<u>Title III-E (Family Caregiver Support)</u>			
<u>Source of Funds</u>			
30-3915-0000-42100	52,566	3,917	56,483
Federal Aid			
<u>Use of Funds</u>			
30-3915-0000-64615	11,033	3,917	14,950
Client Related Costs			

Respectfully submitted,

Education, Veterans & Aging Services Committee

Finance Committee Endorsement

Terry Thomas, Chair

Reviewed and approved on a vote of

Wayne Gustina, Vice Chair

Mary Mawhinney, Chair

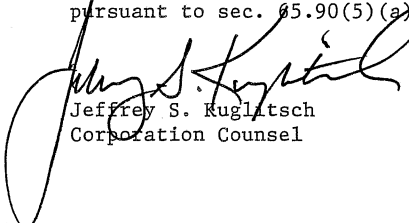
Steve Howland

Edwin Nash

LEGAL NOTE:


The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2014 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.

Rick Richard


Jeffrey S. Rugsch
Corporation Counsel

FISCAL NOTE:

This resolution amends the Council on Aging's 2014 grant budgets to match actual awards. No County matching funds are required.


Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY

The Council on Aging budget is funded primarily with federal Older Americans Act and state revenues. During the budget preparation process, the amount of funding is estimated. Actual amounts are not available until the contract is received from the Greater Wisconsin Agency on Aging Resources, the area agency on aging, and the Wisconsin Department of Transportation.

This budget amendment provides increases for Titles III-B (Supportive Services), III-C-1 (Congregate Meals), III-C-2 (Home Delivered Meals), III-D (Health Promotion) and III-E (Family Caregiver Support Program). There is a small decrease in the state allocation for the Volunteer Driver Program.

No county funds are required.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Lance Horozewski
DRAFTED BY

Human Services Board
SUBMITTED BY

January 31st, 2014
DATE DRAFTED

**Amending the 2014 Human Services Department Budget
To Accept MacArthur Foundation Cross-Action Network Grant Funding**

1 **WHEREAS**, the MacArthur Foundation Cross-Action Network awarded the Department \$19,800 in
 2 juvenile justice system statewide expansion grant funds; and,
 3
 4 **WHEREAS**, the Human Services Department will partner with various State of Wisconsin agencies to
 5 replicate successful Rock County juvenile justice system reforms; and,
 6
 7 **WHEREAS**, the Human Services Juvenile Justice Services will partner with various State of Wisconsin
 8 agencies to develop a Juvenile Justice Leadership and Learning Collaborative; and,
 9
 10 **WHEREAS**, the Human Services Juvenile Justice Services will partner with various State of Wisconsin
 11 agencies to develop a Wisconsin Juvenile Justice Practice Model report.
 12
 13 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
 14 this _____ day of _____, 2014, does hereby authorize the acceptance of MacArthur
 15 Foundation Cross-Action Network grant funding.


16
 17 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2014 be amended
 18 as follows:
 19

Account/Description	Budget 2/10/14	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3659-0000-46002 Other Grants	\$0	\$19,800	\$19,800
<u>Use of Funds</u>			
36-3659-0000-62119 Other Contracted Services	\$0	\$19,800	\$19,800

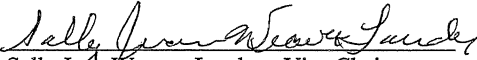
Amending the 2014 Human Services Department Budget to Accept MacArthur
Foundation Cross-Action Network Grant Funding
Page 2

Respectfully submitted,

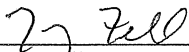
Human Services Board




Brian Knudson, Chair



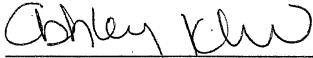
Sally Jean Weaver-Landers, Vice Chair



Terry Fell



Billy Bob Grahn



Ashley Kleveh

Absent

Phillip Owens



Terry Thomas

Absent

Shirley Williams

Absent

Marvin Wopat

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

FISCAL NOTE:

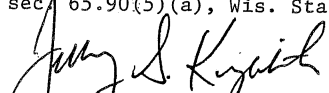
This resolution authorizes the acceptance and expenditure of \$19,800 in funding from the MacArthur Foundation Cross-Action Network. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2014 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

**Amending the 2014 Human Services Department Budget
To Accept MacArthur Foundation Cross-Action Network Funding**

Executive Summary

The MacArthur Foundation Cross-Action Network has awarded the Department \$19,800 to expand the juvenile justice system reforms undertaken in Rock County to a statewide level.

The Human Services Department was a MacArthur Foundation Model's for Change (MfC) Project participant for approximately 5 years. As part of the MfC Project, the Juvenile Justice Services Division underwent major system reform efforts and has been recognized as a leader in innovative practice.

The new funding will be directed to the establishment of a Juvenile Justice Leadership and Learning Collaborative to bring Rock County and other County juvenile justice system reforms to a statewide level. In addition, the funding will also support the development and writing of a Wisconsin Juvenile Justice Practice Model.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Sara Mooren
DRAFTED BY

Human Services Board
SUBMITTED BY

January 31, 2014
DATE DRAFTED

**Amending the 2014 Human Services Department Budget
To Accept Funding for Juvenile Early Intervention Services**

1 **WHEREAS**, the Wisconsin Department of Corrections (DOC) awarded the Department \$87,415 in
 2 juvenile justice early intervention funds for early intervention services for juveniles at risk of serious
 3 delinquency; and,
 4
 5 **WHEREAS**, funding will be directed to several community agencies, as approved by DOC, as well as
 6 support HSD programming in this area; and,
 7
 8 **WHEREAS**, the Boys and Girls Club of Janesville and the Stateline Boys and Girls Club will provide
 9 after school pro-social activities to youth in the HSD School Resource Diversion Programs; and,
 10
 11 **WHEREAS**, Rock Communities Youth Network will provide evidence-based assessments and short-
 12 term case management for youth referred to Beloit Municipal Court for minor offences; and,
 13
 14 **WHEREAS**, the remaining funds will be used to support HSD Diversion staff time running groups,
 15 training, supplies and purchasing a new curriculum that will be used with youth and parents in the middle
 16 schools.

17
 18 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
 19 this _____ day of _____, 2014, does hereby authorize the acceptance of the juvenile early
 20 intervention funds.

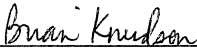
21
 22 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2014 be amended
 23 as follows:

Account/Description	Budget <u>2/10/14</u>	Increase <u>(Decrease)</u>	Amended <u>Budget</u>
<u>Source of Funds</u>			
36-3656-0000-42200 State Aid	\$129,650	\$87,415	\$217,065
<u>Use of Funds</u>			
36-3656-0000-62119 Other Contracted Services	\$0	\$60,000	\$60,000
36-3656-0000-64604 Program Expense	\$0	\$12,415	\$12,415
36-3656-0000-68225 Allocated CSCF	\$0	\$15,000	\$15,000

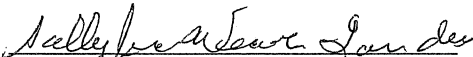
Amending the 2014 Human Services Department Budget To Accept Funding for Juvenile
Early Intervention Services
Page 2

Respectfully submitted,

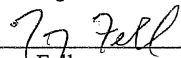
Human Services Board




Brian Knudson, Chair



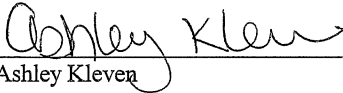
Sally Jean Weaver-Landers, Vice Chair



Terry Fell



Billy Bob Grahm



Ashley Kleven

Absent

Phillip Owens



Terry Thomas

Absent

Shirley Williams

Absent

Marvin Wopat

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

FISCAL NOTE:

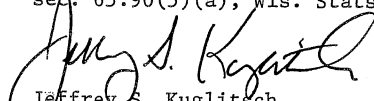
This resolution authorizes the acceptance and expenditure of \$87,415 in State Aid for Juvenile Early Intervention Services. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2014 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

**Amending the 2014 Human Services Department Budget
To Accept Funding for Juvenile Early Intervention Services**

Executive Summary

The Wisconsin Department of Corrections (DOC) has awarded the Department \$87,415 in juvenile justice early intervention funds for early intervention services for juveniles at risk of juvenile justice system involvement.

The Human Services Department first implemented a Juvenile Diversion School Resource Program in 2010 to target the reduction of school-based arrests, suspensions and expulsions. The Department partners with both the Beloit and Janesville School Districts and employs a Juvenile Diversion Specialist in the middle schools to work with at-risk youth.

This new funding will be directed, as approved by DOC, to both the Boys and Girls Club of Janesville and the Stateline Boys and Girls Club to build on this program by providing after school pro-social activities to youth in the School Resource Diversion Programs. After school programming for these at-risk youth is critical to keeping them from entering the juvenile justice system.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Phil Boutwell
DRAFTED BY

Human Services Board
SUBMITTED BY

February 11, 2014
DATE DRAFTED

Amending the 2014 Human Services Department Budget for Office Moves

1 **WHEREAS**, the Human Services Department has undergone an extensive reorganization that
2 consolidated seven divisions into five divisions, restructured service delivery and included a net increase
3 of 7.6 FTE's; and,
4

5 **WHEREAS**, the Intoxicated Driver Program and AODA Program were moved from the Health Care
6 Center to Franklin Street in late 2013 in preparation for further restructuring, consolidation and new hires
7 coming on board at the Health Care Center in early 2014; and,
8

9 **WHEREAS**, thirty-two moves are planned for the HCC in late February and March which incur cost
10 such as an additional phone switch, contracted services to move office equipment, replacing 13
11 telephones, installing eight cubicles, and the purchase of several tables and chairs; and,
12

13 **WHEREAS**, given the complexity of the reorganization, not all the detailed expenses were included in
14 the 2014 department budget request and the Human Services Department respectfully asks for Board
15 consideration of the request at this time.
16

17 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
18 this _____ day of _____, 2014, does hereby amend the 2014 Budget as follows:
19
20

21		Budget	Increase	Amended
22	Account/Description	<u>2/11/14</u>	<u>(Decrease)</u>	<u>Budget</u>
23	<u>Source of Funds</u>			
24	36-3602-0000-47000	\$0	\$5,460	\$5,460
25	Transfer In			
26				
27	<u>Use of Funds</u>			
28	36-3602-0000-63100	\$85,500	\$5,460	\$90,960
29	Office Supplies and Expense			
30				
31	<u>Source of Funds</u>			
32	36-3697-0000-47000	\$0	\$23,873	\$23,873
33	Transfer In			
34				
35	<u>Use of Funds</u>			
36	36-3697-0000-62119	\$11,760	\$2,700	\$14,460
37	Other Contracted Services			
38				
39	36-3697-0000-67160	\$0	\$21,173	\$21,173
40	Capital Assets \$500 - \$4,999			

**Amending the 2014 Human Services
Department Budget for Office Moves**
Page 2

Respectfully submitted,

Human Services Board

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Terry Fell

Billy Bob Grahn

Ashley Kleven

Phillip Owens

Terry Thomas

Shirley Williams

Marvin Wopat

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair


ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

FISCAL NOTE:

This resolution amends the Human Services budget and authorizes a transfer in from excess sales tax proceeds to cover expenses of physically relocating staff within HCC. The balance of excess sales tax revenue the County collected over and above prior year budgets is estimated to be \$1,000,000 at 2/28/14.


Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2014 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

Executive Summary

The reorganization of the Human Services Department (HSD) is a primary initiative in the 2014 Budget. Our goal is to build programming that improves access to services and provides care in an integrated fashion. We will accomplish the goal by improving program efficiencies and eliminating duplication of services. The result will be a less confusing system that our clients and community partners will find easier to understand. In summary, the HSD will be better organized to meet the complex needs of individuals and families, regardless of how they come to our attention.

Specifically in 2014, The HSD has consolidated seven divisions into five divisions. We also implemented a supervisory structure that makes our programming more effective and more accountable to outcomes and measurable results. And finally, the HSD is rolling out evidenced based practices and programs.

In order to make the HSD more accessible and provide a better level of services with the resources available, we need to make some physical moves. In particular, we wish to move staff (new and existing who are part of the reorganization) into vacant space on the first floor west wing of the HCC. That places them closer to their counterparts in the Clinical Services for Children and Families as well as closer to the programming areas and service access points in the HCC. In addition, we are making moves on 2nd and 3rd floor for operational efficiency.

Funds were included in the 2014 Budget for ancillary equipment (phones, PC, desks) relating to the new staff. However, given the uncertainty of the budget process and the amount of detail involved with making moves, nothing was included for the physical moves that are funded by this resolution. Those requested funds will pay for an outside firm to move the office equipment, the purchase and installation of cubes, a phone switch, replacing old, single line phones and the purchase of several tables and side chairs.

Request for Authorization to Purchase a Interactive Smart Board for the Human Resources Department

As part of the 2014 budget, the Human Resources department is scheduled to purchase an interactive smart board. This smart board will be installed in room N-1 on the fifth floor of the Rock County Courthouse and will be available for use in meetings and presentations. The interactive smart board can be directly connected to a computer and Information Technology has agreed to assist with the installation of the smart board and the software required to run such a connection. General Services has agreed to mount the smart board so there will be no need to contract for electrical services which helped lower the cost of this installation. This particular model of smart board, the Smart Technologies SB885ix2, is installed in the third floor conference room of the Health Care Center and has been widely regarded as an easy-to-use and highly functional system. The cost of the smart board is \$6,318.00 and includes the smart board, short-throw projection system, audio system, and one year of software maintenance.

The pricing is based on the State of Wisconsin contract terms. The contract number is UWI 13-5174.

