



**EDUCATION, VETERANS & AGING SERVICES COMMITTEE
TUESDAY, JULY 19, 2016 - 4:00 P.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – June 21, 2016
4. Citizen Participation, Communications, Announcements, Information
5. Review of Payments
6. Resolutions
 - A. Amending the Council on Aging Budget to Adjust NSIP and AFCSP Allocations
 - B. Purchase of Used Rock County Transit Vehicle and Amending the 2016 Council on Aging Budget
7. Discussion of Integration of County Aging Units at ADRCs
8. Discussion of Evansville Meal Site Update
9. Department Reports
 - A. UW Colleges Update – Dean Clark or Kristin Fillhouer
10. Semi-Annual Report – Attendance at Conventions/Conference
 - A. Council on Aging
 - B. Veterans Service Office
11. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3900-0000-63100	OFC SUPP & EXP	P1600042	06/05/2016	JP MORGAN CHASE BANK NA	49.71
				SENIOR CITIZEN PROGRAM PROG TOTAL	49.71
30-3901-0000-62614	PURCHASED SERV.	P1601302	05/15/2016	BRIGHTSTAR	552.00
30-3901-0000-64203	EDUC MAT & SUPPL	P1600040	06/03/2016	HARDIE,ROBERT	38.88
				TITLE III-B PROG TOTAL	590.88
30-3903-0000-62105	FOOD SERVICES	P1600034	05/13/2016	BEST EVENTS	10,421.89
30-3903-0000-62119	OTHER SERVICES	P1600029	05/15/2016	MANPOWER GROUP US INC	3,274.36
		P1600035	04/30/2016	NUTRITION AND HEALTH ASSOCIATE	2,691.55
30-3903-0000-63100	OFC SUPP & EXP	P1600042	06/05/2016	JP MORGAN CHASE BANK NA	34.56
30-3903-0000-64124	CONSUMABLE SUPPL	P1600034	05/13/2016	BEST EVENTS	458.51
				NUTRITION PROGRAM PROG TOTAL	16,880.87
30-3904-0000-62105	FOOD SERVICES	P1600034	05/13/2016	BEST EVENTS	14,810.20
		P1601803	05/16/2016	GREEN COUNTY HUMAN SERVICES	275.40
30-3904-0000-62119	OTHER SERVICES	P1600033	05/03/2016	BELOIT MEALS ON WHEELS INC	5,188.75
30-3904-0000-64124	CONSUMABLE SUPPL	P1600034	05/13/2016	BEST EVENTS	194.71
30-3904-0000-64904	SUNDRY EXPENSE	P1600031	06/01/2016	WISCONSIN DEPARTMENT OF JUSTIC	7.00
30-3904-0000-64907	VOL RELATED EXP	P1601984	06/07/2016	ROTARY GARDENS	300.00
				DELIVERED MEALS PROG TOTAL	20,776.06
30-3905-0000-62100	CONTRACTED SERV	P1600029	05/15/2016	MANPOWER GROUP US INC	16,476.79
30-3905-0000-62410	R & M-VEHICLES	P1600025	06/02/2016	FAGAN TRUCK AND TRAILER	771.36
30-3905-0000-63300	TRAVEL	P1600042	06/05/2016	JP MORGAN CHASE BANK NA	715.65
30-3905-0000-63501	GAS & FUELS	P1600032	06/01/2016	WRIGHT EXPRESS FSC	4,774.09
30-3905-0000-64629	OTHER TRANSP.EXP	P1600030	06/08/2016	MENARDS	35.73
		P1601804	06/01/2016	JANESVILLE FAMILY HEALTH CENTE	60.00
				ELDERLY & HANDCAPPED TRANSP PROG TOTAL	22,833.62

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3908-0000-62825	OUTREACH SERVICE				
		P1601985	05/25/2016	CSI MEDIA LLC	94.14
		P1602035	06/09/2016	KOLTYK,JO ANN	110.16
				TITLE III-D PROG TOTAL	204.30
30-3915-0000-64615	CLIENT REL.COSTS				
		P1600204	05/20/2016	ALTERNATIVE HOME CARE INC	540.00
		P1600982	05/27/2016	WARD,DIANNE	35.00
		P1601895	05/19/2016	MARUSAZEWSKI,EMILY	80.00
		P1601962	05/25/2016	MCALISTER,BIRDIA	581.08
				TITLE III-E FAM CAREGIVER SUPP PROG TOTAL	1,236.08
30-3916-0000-63100	OFC SUPP & EXP				
		P1600042	06/05/2016	JP MORGAN CHASE BANK NA	10.84
30-3916-0000-63300	TRAVEL				
		P1600042	06/05/2016	JP MORGAN CHASE BANK NA	62.00
30-3916-0000-64200	TRAINING EXP				
		P1600042	06/05/2016	JP MORGAN CHASE BANK NA	89.95
				MOBILITY MANAGER GRANT PROG TOTAL	162.79
30-3920-0000-64615	CLIENT REL.COSTS				
		P1601428	05/12/2016	ZENKE,DEBRA	477.12
		P1601429	05/31/2016	KANDU INDUSTRIES INC	300.00
		P1601430	05/20/2016	ALTERNATIVE HOME CARE INC	1,105.00
		P1601431	05/23/2016	RADLOFF,NANCY	180.00
		P1601474	03/21/2016	GIBEAUT,CRAIG	253.13
		P1601534	05/31/2016	SCHWARTZ POA,PATRICIA	160.80
		P1601826	05/10/2016	SENIOR SERVICES OF ROCK COUNTY	1,164.50
		P1601896	05/07/2016	HEARTWARMING HOUSE	150.00
				ALZHEIMER'S SUPPORT PROGRAM PROG TOTAL	3,790.55

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2016

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Inv Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$66,524.86**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
38-3800-0000-63100	OFC SUPP & EXP				
		P1600788	06/02/2016	OFFICE PRO INC	119.60
38-3800-0000-64200	TRAINING EXP				
			05/23/2016	ROCK COUNTY SENIOR FAIR	91.00
38-3800-0000-64606	VETS RELIEF				
			05/23/2016	WOODMANS FOOD MARKETS INC	198.27
VETERANS SERVICE PROG TOTAL					408.87

I have reviewed the preceding payments in the total amount of **\$408.87**

Date:

Dept Head _____

Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services Committee
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services Committee
SUBMITTED BY

July 1, 2016
DATE DRAFTED

AMENDING THE COUNCIL ON AGING BUDGET TO ADJUST NSIP AND AFCSP ALLOCATIONS

1 **WHEREAS**, the Council on Aging has received additional allocations from the federal Nutrition
2 Services Incentive Program and the state Alzheimer's Family Caregiver Support Program.

3
4 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
5 this _____ day of _____, 2016 does hereby amend the Adopted 2016 Rock County
6 Council on Aging budget as follows:

<u>Account/Description</u>	<u>Budget at 07/01/2016</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Title III-C-1 (Nutrition Program)</u>			
<u>Source of Funds</u>			
30-3903-0000-42102 Nutrition Services Incentive Program	31,930	10,513	42,443
<u>Use of Funds</u>			
30-3903-0000-64904 Sundry Expense	3,303	10,513	13,816
<u>Alzheimer's Support Program</u>			
<u>Source of Funds</u>			
30-3920-0000-42200 State Aid	60,000	25,267	85,267
<u>Use of Funds</u>			
30-3920-0000-64615 Client Related Costs	54,000	25,267	79,267

Respectfully submitted,

EDUCATION, VETERANS & AGING SERVICES
COMMITTEE

FINANCE COMMITTEE
ENDORSEMENT

Rick Richard, Chair

Reviewed and approved on a vote of

Jeremy Zajac, Vice Chair

Mary Mawhinney, Chair

Phil Owens

Norvain Pleasant

Kathy Schulz

AMENDING THE COUNCIL ON AGING BUDGET TO ADJUST NSIP AND AFCSP
ALLOCATIONS

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FISCAL NOTE:

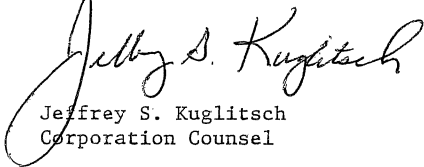
This resolution amends the Council on Aging's 2016 budget to accept \$10,513 additional Federal Aid for the NSIP program and an additional \$25,267 in State Aid for the Alzheimer's Support program. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

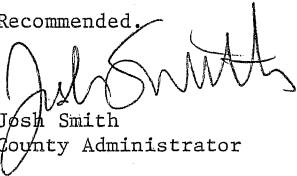
As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

The Council on Aging has received additional allocations from the federal Nutrition Services Incentive Program which is used to support the cost of the congregate nutrition program. In addition, the Wisconsin State Legislature has allocated additional funds in support of family caregivers of adults who have Alzheimer's disease or related dementia. These funds are to be used to provide caregiver respite.

No county tax levy is required.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services Committee
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services Committee
SUBMITTED BY

June 29, 2016
DATE DRAFTED

**PURCHASE OF USED ROCK COUNTY TRANSIT VEHICLE AND
AMENDING THE 2016 COUNCIL ON AGING BUDGET**

1 **WHEREAS**, several vehicles in the Rock County Transit fleet are in need of replacement due to age and
2 excessive repairs; and,
3

4 **WHEREAS**, more transportation is being provided to groups such as sheltered workshops where it
5 requires more than one vehicle to accommodate those trips; and,
6

7 **WHEREAS**, per the Purchasing Policy, purchases of used vehicles and equipment, regardless of the cost,
8 shall be made only after attempting to obtain at least three written quotes from qualified vendors; and,
9

10 **WHEREAS**, three quotes were solicited for a demonstrator (used), Non-CDL, medium-sized bus with
11 four wheelchair capacity; and,
12

13 **WHEREAS**, Hoglund Bus and Truck was the sole dealer that met specifications and had a vehicle
14 available for immediate delivery; and,
15

16 **WHEREAS**, sufficient funds are available to be transferred in from the Elderly and Handicapped
17 Transportation Trust Fund for the cost of this vehicle.
18

19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
20 this _____ day of _____, 2016 does approve that a Purchase Order be issued to Hoglund
21 Bus and Truck in the amount of \$62,800.
22

23
24 **BE IT FURTHER RESOLVED** that the 2016 budget be amended as follows:
25

<u>Account Description</u>	<u>Budget</u> <u>06/01/2016</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
30-3905-0000-47000	-0-	62,800	62,800
Transfer In			
<u>Use of Funds</u>			
30-3905-0000-67105	-0-	62,800	62,800
Motor Vehicles			

Purchase of Rock County Transit Vehicle and Amending the 2016 Council on Aging Budget.

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Respectfully submitted,

Education, Veterans & Aging Services Committee

Finance Committee Endorsement

Rick Richard, Chair

Reviewed and approved on a vote of

Jeremy Zajac, Vice Chair

Mary Mawhinney

Phil Owens

Norvain A. Pleasant, Jr.

Kathy Schulz

FISCAL NOTE:

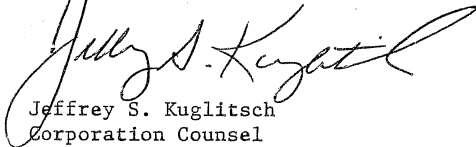
This resolution authorizes the transfer in of \$62,800 from the E&H Transportation Trust Fund, 00-0000-0070-29606, for the purchase of a used transit vehicle. At the end of each year, the State allows any unspent State funding to be deposited into the E&H Transportation Trust Fund for future use (up to an accumulated total of \$80,000). There is currently \$149,246 in the Trust Fund available for use.



Sherry Oja
Finance Director

LEGAL NOTE:

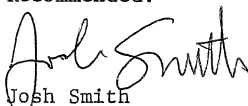
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Increasingly, Rock County Transit is transporting passengers in groups from such locations as sheltered workshops and Industries for the Blind. Currently, it takes multiple vehicles to accommodate those trips and there is not capacity to pick up other passengers along the way. Having a larger vehicle that can transport up to four wheelchairs at a time along with six ambulatory passengers, or two wheelchairs and 12 passengers, would save time and be more efficient in scheduling.

Quotes were solicited from qualified vendors for a used (demonstrator) mid-size, Non-CDL bus that would accommodate four wheelchairs. Those quotes were as follows:

Vendor	Shepard Brothers, Inc.	Hoglund Bus & Truck	Hoglund Bus & Truck
Vehicle Type	2016 Phoenix	2016 Glaval Universal	2016 Goshen Impulse
Mileage	4,200	971	2,500
Configuration	14 ambulatory + 2 w/c	12 ambulatory + 2 w/c	12 ambulatory + 2 w/c or 6 ambulatory + 4 w/c
Lift Capacity	800 lbs	1,000 lbs	1,000 lbs
Cost	\$56,371	\$59,200	\$62,800

The Hoglund 2016 Goshen Impulse was the only available used vehicle that accommodates four wheelchairs. The other two vehicles would have to be built new in order to have a four-wheelchair capacity, thus costing more than the used vehicle.

The balance in the Vehicle Replacement Trust Fund is \$149,246; \$69,246 over the state's limit of \$80,000. Therefore, there are sufficient funds to purchase this vehicle from the trust fund.

No county levy is required.


Memo

To: Education, Veterans and Aging Services Committee
CC: Josh Smith, County Administrator
From: Joyce Lubben
Date: July 12, 2016
Re: Semi-Annual Report – Attendance at Conventions/Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that during the time frame of January 1, 2016 through June 20, 2016 there was no Council on Aging staff training that exceeded the cost of \$1,000.

**ROCK COUNTY VETERANS SERVICES
MEMORANDUM**

TO: EDUCATION, VETERANS AND AGING SERVICES COMMITTEE
FROM: JOHN SOLIS, JR., COUNTY VETERANS SERVICE OFFICER 
SUBJECT: SEMI-ANNUAL REPORT - ATTENDANCE AT
CONVENTIONS/CONFERENCES
DATE: 07/06/2016
CC: JOHN SMITH, COUNTY ADMINISTRATOR

No staff member in this department attended any out-of-state training sessions, conventions or conferences or in-state training sessions, conventions or conferences in excess of \$1,000.00 from January 1 – June 30, 2016.