



**EDUCATION, VETERANS & AGING SERVICES COMMITTEE
THURSDAY, DECEMBER 15, 2016 - 5:30 P.M.
COUNTY BOARD HEARING ROOM – FOURTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

**NOTE: Day, Time
& Location**

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – October 18, 2016
4. Citizen Participation, Communications, Announcements, Information
5. Transfers
6. A. Review of Payments
7. Resolutions
 - A. Awarding Contract for Driver Recruitment Services for Rock County Council on Aging, Rock County Transit Program
 - B. Amending the 2017 Council on Aging Budget to Adjust State 85.21, Title III-E, and State Alzheimer's Family Caregiver Support Program Allocations
8. Committee Requests and Motions
 - A. UW Colleges Update – Dean Clark or Kristin Fillhouer
 - B. Discussion on Holding Future Meetings at UW Rock County and Blackhawk Technical College
9. 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 NOVEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3900-0000-63100	OFC SUPP & EXP	P1601577	11/07/2016	MENARDS	49.94
		P1603038	10/20/2016	JANESVILLE GAZETTE INC	299.00
30-3900-0000-64200	TRAINING EXP	P1600042	11/05/2016	JP MORGAN CHASE BANK NA	57.02
		P1602198	11/04/2016	KALAHARI RESORT CONVENTION	140.00
SENIOR CITIZEN PROGRAM PROG TOTAL					545.96
30-3901-0000-62129	OTHER LEGAL SERV	P1600038	11/10/2016	SENIOR SERVICES OF ROCK COUNTY	2,012.66
30-3901-0000-62614	PURCHASED SERV.	P1601302	10/16/2016	BRIGHTSTAR	552.00
30-3901-0000-64200	TRAINING EXP	P1600042	11/05/2016	JP MORGAN CHASE BANK NA	82.10
30-3901-0000-64203	EDUC MAT & SUPPL	P1600040	10/31/2016	HARDIE,ROBERT	37.80
		P1602964	10/17/2016	CREEKSIDE PLACE	70.00
TITLE III-B PROG TOTAL					2,754.56
30-3903-0000-62105	FOOD SERVICES	P1600034	09/30/2016	BEST EVENTS	6,744.24
30-3903-0000-62119	OTHER SERVICES	P1600029	10/16/2016	MANPOWER GROUP US INC	5,542.38
		P1600035	09/30/2016	NUTRITION AND HEALTH ASSOCIATE	1,556.28
		P1600037	11/07/2016	SWISHER HYGIENE FRANCHISE CORP	160.54
		P1603077	09/30/2016	NUTRITION AND HEALTH ASSOCIATE	1,219.66
30-3903-0000-63100	OFC SUPP & EXP	P1600042	11/05/2016	JP MORGAN CHASE BANK NA	22.91
30-3903-0000-64124	CONSUMABLE SUPPL	P1600034	10/15/2016	BEST EVENTS	395.30
NUTRITION PROGRAM PROG TOTAL					15,641.31
30-3904-0000-62105	FOOD SERVICES	P1600034	09/30/2016	BEST EVENTS	9,790.85
30-3904-0000-62119	OTHER SERVICES	P1600033	10/31/2016	BELOIT MEALS ON WHEELS INC	3,693.60
30-3904-0000-64124	CONSUMABLE SUPPL	P1600034	10/15/2016	BEST EVENTS	64.02
DELIVERED MEALS PROG TOTAL					13,548.47
30-3905-0000-62100	CONTRACTED SERV	P1600029	10/16/2016	MANPOWER GROUP US INC	27,795.73
30-3905-0000-62410	R & M-VEHICLES	P1600024	10/12/2016	BUDGET TRUCK AND AUTO BODY INC	120.00
		P1600025	10/13/2016	FAGAN TRUCK AND TRAILER	1,251.62
		P1600026	10/31/2016	VAN GALDER BUS COMPANY	30.00
		P1603076	10/31/2016	FAGAN TRUCK AND TRAILER	5,104.42

COMMITTEE REVIEW REPORT
FOR THE MONTH OF NOVEMBER 2016

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30-3905-0000-63100	OFC SUPP & EXP				
		P1600042	11/05/2016	JP MORGAN CHASE BANK NA	21.00
30-3905-0000-63300	TRAVEL				
		P1600042	11/05/2016	JP MORGAN CHASE BANK NA	943.36
30-3905-0000-63501	GAS & FUELS				
		P1600032	10/31/2016	WRIGHT EXPRESS FSC	4,317.86
30-3905-0000-64629	OTHER TRANSP.EXP				
		P1600027	08/31/2016	FIRST ADVANTAGE OCCUPATIONAL H	77.12
		P1602974	09/09/2016	MERCY HEALTH SYSTEM	24.00
		P1603073	10/25/2016	JANESVILLE GAZETTE INC	55.23
		P1603165	11/01/2016	JANESVILLE FAMILY HEALTH CENTE	60.00
				ELDERLY & HANDCAPPED TRANSP PROG TOTAL	39,800.34
30-3908-0000-62625	OUTREACH SERVICE				
		P1601577	10/13/2016	MENARDS	103.77
				TITLE III-D PROG TOTAL	103.77
30-3915-0000-64615	CLIENT REL.COSTS				
		P1601895	10/18/2016	MARUSAZEWSKI,EMILY	100.00
		P1602621	10/27/2016	WALSH,JEANNE	157.53
		P1603068	10/27/2016	MERRIWEATHER,MARIE	160.00
				TITLE III-E FAM CAREGIVER SUPP PROG TOTAL	417.53
30-3920-0000-64615	CLIENT REL.COSTS				
		P1601429	10/31/2016	KANDU INDUSTRIES INC	300.00
		P1601430	11/04/2016	ALTERNATIVE HOME CARE INC	656.00
		P1601432	10/16/2016	BRIGHTSTAR	385.25
		P1601534	10/27/2016	SCHWARTZ POA,PATRICIA	160.80
		P1601826	10/18/2016	SENIOR SERVICES OF ROCK COUNTY	191.25
		P1602478	10/28/2016	FENTON,PAM	635.90
		P1602595	10/14/2016	WELLS,LOLA	737.85
		P1602601	10/21/2016	STRAIGHT,DAN	299.40
		P1602642	10/25/2016	CAPES,JOANNE	406.51
		P1602669	09/26/2016	OLSON,SUE	828.99
		P1602762	11/05/2016	MCAFFEE,SCOTT	400.00
		P1602855	10/26/2016	HOMECARE PHARMACY LLC	1,095.00
		P1602866	10/17/2016	RAFTER,PATRICIA	459.46
		P1602929	10/28/2016	SHAW,GLEN	200.00
		P1602950	10/26/2016	SEVERANCE,LINDA	439.32
		P1603001	10/18/2016	HOMECARE PHARMACY LLC	819.48
				ALZHEIMER'S SUPPORT PROGRAM PROG TOTAL	8,015.21

COMMITTEE REVIEW REPORT
FOR THE MONTH OF NOVEMBER 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 \$80,827.15

Date: Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF NOVEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
38-3800-0000-64200	TRAINING EXP	P1601100	11/05/2016	JP MORGAN CHASE BANK NA	1,312.00
				VETERANS SERVICE PROG TOTAL	1,312.00
38-3810-0000-64606	VETS RELIEF		11/04/2016	WOODMANS FOOD MARKETS INC	197.51
				VETERANS RELIEF PROG TOTAL	197.51

I have reviewed the preceding payments in the total **\$1,509.51**

Date: _____ Dept _____
Committee _____

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

November 18, 2016
DATE DRAFTED

**AWARDING CONTRACT FOR DRIVER RECRUITMENT SERVICES FOR ROCK COUNTY
COUNCIL ON AGING, ROCK COUNTY TRANSIT PROGRAM**

- 1 **WHEREAS**, the Rock County Transit Program operates a program to provide accessible transportation
- 2 to residents of Rock County who have disabilities and for older adults; and,
- 3
- 4 **WHEREAS**, the County utilizes contracted drivers to provide these services; and,
- 5
- 6 **WHEREAS**, Purchasing did solicit proposals for Driver Recruitment services for the period of January 1,
- 7 2017 through December 31, 2019, with the possibility of two one-year extensions, not to exceed five
- 8 years, with one firm responding; and,
- 9
- 10 **WHEREAS**, the Council on Aging Director and the Purchasing Manager did review the proposal
- 11 received and recommend acceptance of the Manpower proposal.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 14 this _____ day of _____, 2016 does hereby approve entering into a Driver Recruitment
- 15 Contract with Manpower of Janesville, Wisconsin under the terms set forth in Request for Proposal
- 16 #2017-20, and authorizes the County Board Chair to approve the contract developed from the above
- 17 project.

Respectfully submitted,

EDUCATION, VETERANS & AGING SERVICES
COMMITTEE

Rick Richard, Chair

Jeremy Zajac, Vice Chair

Phil Owens

Norvain Pleasant, Jr.

Kathy Schulz

AWARDING CONTRACT FOR DRIVER RECRUITMENT SERVICES FOR ROCK COUNTY
COUNCIL ON AGING, ROCK COUNTY TRANSIT PROGRAM

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FISCAL NOTE:

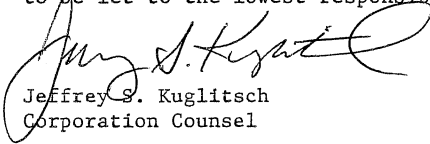
This resolution awards the transit driver services contract to Manpower. These services are included in the 2017 budget and funded by state aid and a 20% County match.



Sherry Oja
Finance Director

LEGAL NOTE:

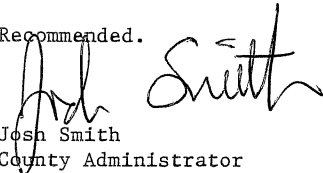
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

The County receives state 85.21 funding to provide accessible transportation services for older adults and people with disabilities. The Rock County Transit Program is administered through the Rock County Council on Aging.

The program operates lift-equipped vehicles to provide transportation throughout the county for medical, nutrition, work-related, and personal activities. Hours of operation are 8:00 a.m. to 5:00 p.m. Monday through Friday. The County also contracts with the Cities of Janesville and Beloit to provide additional ADA hours for transportation on weekdays and Saturdays.

The County contracts for drivers of the Rock County Transit vehicles. The contractor is responsible for providing payroll functions, payment of FICA, and maintenance of worker's compensation insurance on drivers. All other functions; including intake, scheduling, dispatching, supervision of daily operations, and van maintenance; are the responsibility of the County.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5517



PROJECT NUMBER #2017-20
PROJECT NAME TRANSIT DRIVER SERVICES
PROJECT DUE DATE NOVEMBER 8, 2016 – 12:00 NOON
DEPARTMENT COUNCIL ON AGING, TRANSIT PROGRAM

	MANPOWER JANESVILLE WI
2017 HOURLY BILL RATE	\$16.42
2018 HOURLY BILL RATE	\$16.75
2019 HOURLY BILL RATE	\$17.08

Request for Proposal was advertised in the Janesville Gazette and on the Internet. One additional agency was solicited that did not respond.

PREPARED BY: Jodi L. Millis
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: Manpower

Jodi L. Millis 11/18/2016
Signature Date

GOVERNING COMMITTEE APPROVAL:

Chair Vote Date

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

December 6, 2016
DATE DRAFTED

**AMENDING THE 2017 COUNCIL ON AGING BUDGET TO ADJUST STATE 85.21 AND
STATE ALZHEIMER'S FAMILY CAREGIVER SUPPORT PROGRAM ALLOCATIONS**

1 **WHEREAS**, the Council on Aging receives funds from the Greater Wisconsin Agency on Aging
2 Resources and the Wisconsin Department of Transportation that are estimated during the budget
3 preparation process; and,
4
5 **WHEREAS**, the most recent 2017 allocations have been received from the Greater Wisconsin Agency on
6 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 _____, 2016 does hereby amend the 2017 Rock County Council on Aging
10 budget as follows:

<u>Account/Description</u>	<u>Budget at 01/01/2017</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Elderly & Handicapped Transportation</u>			
<u>Source of Funds</u>			
30-3905-0000-42200 State Aid	408,909	(1,442)	407,467
<u>Use of Funds</u>			
30-3905-0000-64629 Other Transportation Expense	25,928	(1,442)	24,486
<u>Alzheimer's Family Caregiver Support Program</u>			
<u>Source of Funds</u>			
30-3920-0000-42200 State Aid	85,267	(16,031)	69,236
<u>Use of Funds</u>			
30-3920-0000-64615 Client Related Costs	70,828	(16,031)	54,797

AMENDING THE 2017 COUNCIL ON AGING BUDGET TO ADJUST STATE 85.21 AND
STATE ALZHEIMER'S FAMILY CAREGIVER SUPPORT PROGRAM ALLOCATIONS
PAGE 2

Respectfully submitted,

EDUCATION, VETERANS AND 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

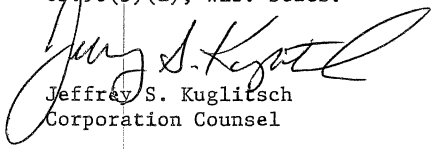
FISCAL NOTE:

This resolution amends the Council on Aging's 2017 budget to match actual awards. No County matching funds are required.


Sherry Oja
Finance Director

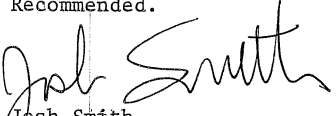
LEGAL NOTE:

As an amendment to the adopted 2017 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

During the budget preparation process, the amount of federal and state funding is estimated. Actual amounts are not available until notification is received from the Greater Wisconsin Agency on Aging Resources, the area agency on aging, and the Wisconsin Department of Transportation.

Adjustments are being made in the level of State 85.21 funding that supports the cost of Rock County Transit and to the state allocation for the Alzheimer's Family Caregiver Support Program.

No county tax levy is required.
