



**ROCK COUNTY BOARD OF SUPERVISORS' MEETING
THURSDAY, APRIL 25, 2013 – 6:00 P. M.**

**COUNTY BOARD ROOM/COURTROOM H
FOURTH FLOOR/COURTHOUSE EAST**

Agenda

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES – APRIL 11, 2013
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
 - A. Confirmation of Appointment of Nursing Home Administrator
 - B. Appointments to Board of Adjustment
 - C. Appointments to Coordinated Services Team (CST) Advisory Committee
 - D. Appointments to Developmental Disabilities Board
 - E. Appointments to Human Services Board
 - F. Appointment to Long Term Support Committee
9. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
10. REPORTS
 - A. Southern Wisconsin Agricultural Group Presentation
11. UNFINISHED BUSINESS
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes - Roll Call
 1. 2012 Supplemental Appropriations and Budgetary Transfers

ROCK COUNTY BOARD OF SUPERVISORS

April 25, 2013

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12. NEW BUSINESS

- B. Bills Over \$10,000 – No Roll Call
- C. Encumbrances Over \$10,000 – Roll Call
- D. Contracts – Roll Call
 - 1. Authorizing Purchase of Mobile Data Computer Equipment for 2013
 - 2. Authorizing Purchase of Vehicle per State of Wisconsin Contract for the Rock County Sheriff's Office
 - 3. To Ratify the 2012 Labor Agreement Between Rock County and Deputy Sheriff's Supervisors Association
- E. Repealing Rock County Smoking Ordinance 3.701 and Adopting Wisconsin Statewide Smoke Free Air Law (Second Reading and Adoption)
- F. Allowing for Alternate Members of the Transportation Coordinating Committee
- G. Supporting Efforts to Maintain the Tax-Exempt Status of Municipal Bonds
- H. Proclaiming Correctional Employees Week
- I. Proclaiming April 2013 National County Government Month "Smart Justice: Creating Safer Communities"
- J. Proclaiming May 12 – May 18, 2013 as Law Enforcement Memorial Week and May 15 as Peace Officers' Memorial Day

NOTE: Item 12.J. will be considered by the Public Safety and Justice Committee on April 25, 2013

- K. Recognizing Administrative Support Staff

NOTE: Item 12.K. will be considered by the Human Services Board on April 24, 2013

13. ADJOURNMENT

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Health Services Committee
INITIATED BY



Dave O'Connell, HR Director
DRAFTED BY

Health Services Committee
SUBMITTED BY

April 17, 2013
DATE DRAFTED

**CONFIRMATION OF APPOINTMENT OF
NURSING HOME ADMINISTRATOR**

- 1 **WHEREAS**, the current Nursing Home Administrator, Sherry Gunderson will be retiring on July 5, 2013; and,
- 2
- 3 **WHEREAS**, the County has conducted a recruitment effort to fill the job of Nursing Home Administrator; and,
- 4
- 5 **WHEREAS**, the candidates were screened with the most qualified being interviewed; and,
- 6
- 7 **WHEREAS**, the County Administrator has appointed Sue L. Prostko, who has been recommended by the
- 8 Health Services Committee; and,
- 9
- 10 **WHEREAS**, providing an overlap position starting May 28, 2013 ensures the new hire will be properly
- 11 trained; and,
- 12
- 13 **WHEREAS**, Rock Haven has sufficient funds to pay for the overlap position
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled this
- 16 _____ day of _____, 2013, confirms the appointment of Sue L. Prostko, as Nursing Home
- 17 Administrator in accordance with the attached conditions of employment.
- 18
- 19 **BE IT FURTHER RESOLVED**, that position overlap be authorized, if needed, for up to six (6) weeks for
- 20 position of Nursing Home Administrator.

13-4B-309

Respectfully Submitted,

HEALTH SERVICES COMMITTEE

/s/ Betty Jo Bussie
Betty Jo Bussie, Chair

/s/ Mary Beaver
Mary Beaver, Vice Chair

/s/ Terry Fell
Terry Fell

Absent
Billy Bob Grahn

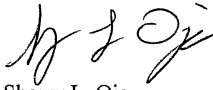
/s/ Steve Howland
Steve Howland

CONFIRMATION OF APPOINTMENT OF
NURSING HOME ADMINSTRATOR

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FISCAL NOTE:

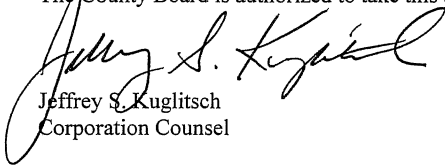
Sufficient funds are available in 2013 Rock Haven budget for the cost of this position.



Sherry L. Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to sec. 59.22 (2), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

ROCK COUNTY, WISCONSIN



Human Resources Dept.
Rock County Courthouse
51 South Main Street
Janesville, WI 53545
(608)757-5520
FAX (608)757-5512

April 17, 2013

Ms. Sue Prostko
3721 30th Street
Kenosha WI 53144

Dear Sue:

This will confirm the County Administrator's offer of employment to you of the position Rock Haven Nursing Home Administrator. This appointment is contingent on confirmation of the County Board of Supervisors. We anticipate this will occur on April 25, 2013. This offer is based on the following conditions:

- Date of Employment: May 28, 2013.
- Salary: \$43.53 per hour/ \$90,890.64 annually (Step 3, Pay Range 35). This pay range may go up in late April or the first part of May by 1.5% so the annual salary, if approved by the County Board, would be approximately \$92,248.
- Fringe Benefits: All benefits granted employees covered by the Unilateral Pay Plan in accordance with the Rock County Personnel Ordinance with the exception of vacation.
- As discussed, the County Administrator is willing to give you an additional 7.5 days of vacation to be used in your first year after working with the County for six months. Due to a previously pre-scheduled five day vacation during the first week of August where you will not be able to communicate by cell phone, you will be allowed to use 3 of these 7.5 days and 2 days of leave without pay to cover that vacation.

I would appreciate receiving a written acceptance of this offer under the above conditions at your earliest convenience. I hope you enjoy your new position with Rock County and look forward to working with you.

Sincerely,

Dave O'Connell
Director of Human Resource

cc: Personnel File
Payroll
Craig Knutson, County Administrator

APPOINTMENTS TO BOARD OF ADJUSTMENT

POSITION: Members of the Board of Adjustment

AUTHORITY: Wis. Stats. 59.694
Section 14.02, Rock County Board of Adjustment
Rules and Procedures

TERM: Three Years (7/1/13 – 6/30/16)

PER DIEM: Yes, Per Ordinance

PRESENT MEMBER: Henry Stockwell
Francette Hamilton

CONFIRMATION: Yes, by County Board of Supervisors

NEW APPOINTMENTS: Henry Stockwell
8950 N. East Rock River Road
Edgerton, WI 53534

Francette Hamilton
7909 W. Highway 59
Evansville, WI 53536

EFFECTIVE DATE: April 25, 2013

**APPOINTMENTS TO THE COORDINATED SERVICES TEAM (CST)
ADVISORY COMMITTEE**

POSITION: Members of the Coordinated Services Team (CST)
Advisory Committee

AUTHORITY: County Board Resolution 12-4A-642

TERM: Three Years Ending April 30, 2016

PER DIEM: For County Board Supervisors Only
(Per Board Rule IV.J.)

PRESENT MEMBERS:

| | |
|------------------|----------------|
| Cheri Salava | Judy Schroeder |
| Kelley Fearn | Marci Bullen |
| Lance Horozewski | Michael Gray |
| Amanda Galaviz | |

CONFIRMATION: Yes, by County Board of Supervisors

APPOINTMENTS:

| | |
|--|---|
| Cheri Salava HSD – CPS | Judy Schroeder Catholic Charities 2020 E. Milwaukee St., #9 Janesville, WI 53545 |
| Kelley Fearn HSD – Mental Health | Marci Bullen 1244 Beloit Ave. Janesville, WI 53546 |
| Lance Horozewski HSD – Juvenile Justice | Michael Gray 1613 Green Meadow Lane Janesville, WI 53546 |
| Amanda Galaviz HSD – Juvenile Justice | |

EFFECTIVE DATE: April 25, 2013

APPOINTMENTS TO DEVELOPMENTAL DISABILITIES BOARD

POSITION: Members of the Developmental Disabilities Board

AUTHORITY: Wis. Stats. 51.437

TERM: Three Years Ending April 30, 2016

PER DIEM: Yes, Per Board Rule IV.J.

PRESENT MEMBER: Supervisor Marilyn Jensen, Chair
Becky Heimerl

CONFIRMATION: Yes, by County Board of Supervisors

NEW APPOINTMENT: Supervisor Mike Rundle

Becky Heimerl
13331 W. Forest Hollow Lane
Evansville, WI 53536

Louis Peer (Currently serving on Developmental
Disabilities Board will serve as Chair)

EFFECTIVE DATE: April 25, 2013

APPOINTMENTS TO HUMAN SERVICES BOARD

POSITION: Members of the Human Services Board

AUTHORITY: County Board Rule IV.G.

TERM: Three Years Ending April 30, 2016

PER DIEM: Yes, Per Board Rule IV.J.

PRESENT MEMBERS: Sally Jean Weaver-Landers
Supervisor Phillip Owens

CONFIRMATION: Yes, by County Board of Supervisors

NEW APPOINTMENT: Sally Jean Weaver-Landers
1010 Wuthering Hills Drive
Janesville, WI 53546

Supervisor Phillip Owens

EFFECTIVE DATE: April 25, 2013

APPOINTMENT TO LONG TERM SUPPORT COMMITTEE

POSITION: Long Term Support Committee

AUTHORITY: Wis. Stats. 46.27 and
County Board Resolution #82-4C-015

TERM: Unexpired Term Ending June 30, 2013

PER DIEM: For County Board Supervisors Only
Yes, Per Board Rule IV.J.

CURRENT MEMBER: Donna Hirth

CONFIRMATION: For Information Only

NEW APPOINTMENT: Jayanthi Mueller
3021 Palmer Drive, Apt. 15
Janesville, WI 53545

EFFECTIVE DATE: April 25, 2013

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

April 16, 2013
DATE DRAFTED

2012 SUPPLEMENTAL APPROPRIATIONS AND BUDGETARY TRANSFERS

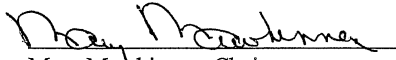
1 **WHEREAS**, adjustments must be made to close the 2012 General Ledger; and,
2
3 **WHEREAS**, the Finance Committee has reviewed and approved the supplemental appropriations and
4 transfers.
5
6 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
7 assembled this _____ day of _____, 2013 does hereby amend the 2012 Budget as
8 follows:
9

| <u>A/C DESCRIPTION</u> | <u>CURRENT BUDGET</u> | <u>CHANGE</u> | <u>AMENDED BUDGET</u> |
|---|-----------------------|---------------|-----------------------|
| <u>Source of Funds:</u> | | | |
| 00-0000-0001-46900 | | | |
| 14 Refund of Prior Year Expense | 0 | 33,410 | 33,410 |
| 00-0000-0001-46901 | | | |
| 16 Additional Revenues from Prior Years | 0 | 281,728 | 281,728 |
| 17 19-1921-0000-47010 | | | |
| 18 General Fund Application | 49,000 | 321,495 | 370,495 |
| 19 00-0000-0010-47000 | | | |
| 20 Human Services Transfer In | 0 | 82,620 | 82,620 |
| 21 | | | |
| <u>Use of Funds:</u> | | | |
| 23 00-0000-0001-64903 | | | |
| 24 General Fund-Transfer Out | 0 | 82,620 | 82,620 |
| 25 14-1411-0000-63103 | | | |
| 26 Elections-Legal Forms | 70,515 | 22,029 | 92,544 |
| 27 15-1542-0000-64904 | | | |
| 28 Per Prop Tax Redemption | 32,000 | 5,809 | 37,809 |
| 29 19-1912-0000-61710 | | | |
| 30 Worker's Compensation | 100,000 | 89,013 | 189,013 |
| 31 19-1913-0000-61720 | | | |
| 32 Unemployment Comp | 26,518 | 24,893 | 51,411 |
| 33 19-1990-0000-64904 | | | |
| 34 Refund of Prior Years Rev | 0 | 28,282 | 28,282 |
| 35 19-1991-0000-64904 | | | |
| 36 Additional Expenses from Prior Yrs. | 0 | 12,874 | 12,874 |
| 37 21-2100-0000-61210 | | | |
| 38 Sheriff-Overtime Wages | 256,250 | 351,380 | 607,630 |
| 39 36-3668-0000-64604 | | | |
| 40 LTS-COP Program Expense | 985,925 | 82,620 | 1,068,545 |
| 41 64-6451-0000-64904 | | | |
| 42 Address Signs-Sundry Expense | 2,438 | 615 | 3,053 |
| 43 64-6460-0000-68000 | | | |
| 44 Housing Grant Cost Allocations | (183,699) | 19,118 | (164,581) |

13-4B-310

Respectfully submitted,

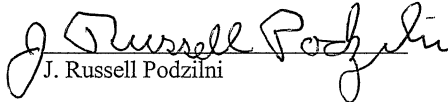
FINANCE COMMITTEE


Mary Mawhinney, Chair

Absent
Sandra Kraft, Vice Chair

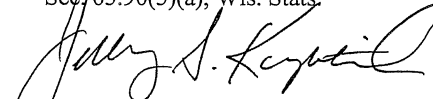
Mary Beaver
Mary Beaver

Brent Fox
Brent Fox


J. Russell Podzilni

LEGAL NOTE:

As an amendment to the 2012 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


FISCAL NOTE:

This resolution amends the 2012 Budget for those programs where expenses exceeded budget appropriations. To limit data entry and legal notice publication costs, only selected line items within programs were adjusted. The line items shown contain the net budget adjustment for the program and do not necessarily reflect the overage of that particular line item.


Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

RESOLUTION NO. 13-4B-311

AGENDA NO. 12.B.

SUBMITTED BY: FINANCE COMMITTEE

DATE: **APR 18 2013**

INITIATED: FINANCE DIRECTOR

WHEREAS, THE FINANCE COMMITTEE HAS EXAMINED THE FOLLOWING BILLS OVER \$10,000 AS REQUIRED BY COUNTY BD. RULE H.(3), AND FOUND THEM TO BE PROPER AND WITHIN BUDGET.

NOW THEREFORE BE IT RESOLVED, THE ROCK COUNTY BOARD OF SUPERVISORS AT ITS REGULAR MEETING ON **APR 25 2013**, APPROVES PAYMENT AND AUTHORIZES AND DIRECTS THE COUNTY CLERK AND COUNTY TREASURER TO PAY THE SAME.

| Vendor Name | Fund Name | Department Name | Program Name | Amount | Claim Amount |
|----------------------------|-----------|-----------------|-----------------------|-----------|--------------|
| AE BUSINESS SOLUTIONS | ISF-CS | INFORMATION T | IT CAPITAL PR 0025882 | 38,443.98 | 38,443.98 |
| GENERAL COMMUNICATIONS INC | ISF-CS | INFORMATION T | INFORMATION T 192244 | 23,522.00 | 23,522.00 |

CLAIMS IN THE AMOUNT OF 61,965.98

RESPECTFULLY SUBMITTED,

HAVE BEEN APPROVED AND CHECKED BY THE GOVERNING COMMITTEES.

FINANCE COMMITTEE

LEGAL NOTE:

THE COUNTY BOARD RULE CITED REQUIRES THE COUNTY BOARD TO EXAMINE AND SETTLE ALL CLAIMS OVER \$10,000.00

JEFFREY S. KLUTTSCH
CORPORATION COUNSEL

FISCAL NOTE

ABOVE LISTED CLAIMS ARE FULLY FUNDED.

SHERRY OJA
FINANCE DIRECTOR

ADMINISTRATIVE NOTE

RECOMMENDED

CRAIG KNUTSON
COUNTY ADMINISTRATOR

13-4B-311

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Dara Mosley
INITIATED BY



Diana L. Arneson
DRAFTED BY

Finance Committee
SUBMITTED BY

April 3, 2013
DATE DRAFTED

Authorizing Purchase of Mobile Data Computer Equipment for 2013

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase computer
- 2 equipment on behalf of the County; and,
- 3
- 4 **WHEREAS**, the Information Technology Director and staff did review equipment available on the State of
- 5 Wisconsin Department of Administration Computer Contract number 11-20454-001 and chose and configured
- 6 equipment from this contract; and,
- 7
- 8 **WHEREAS**, the 2013 Budget did designate funds for the purchase of these Mobile Data Computers for the
- 9 Sheriff's Department.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this
- 12 day of , 2013 that a purchase order be issued to Baycom, Inc., of Green Bay, WI for 6
- 13 CF-53 Panasonic Toughbook Mobile Data Computers at \$2,528.00 each for a total of \$15,168.00.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Absent
Sandra Kraft, Vice Chair

J. Russell Podzilni
J. Russell Podzilni

Mary Beaver
Mary Beaver

Brent Fox
Brent Fox

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

Jeffrey S. Kuglitsch
Jeffrey S. Kuglitsch
Corporation Counsel

PURCHASING PROCEDURAL ENDORSEMENT

Reviewed and approved on a vote of 4-0

Mary Mawhinney
Mary Mawhinney, Chair

FISCAL NOTE:

Sufficient funding is available in the Sheriff's Terminals & PCs account, A/C 21-2100-0000-67130, for the purchase of these computers.

Sherry Oja
Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
Craig Knutson
County Administrator

13-4B-312

Executive Summary for Authorizing Purchase of 2013 Budgeted IT Equipment

This resolution is to authorize the purchase of planned and budgeted Panasonic Toughbook Mobile Data Computers to replace obsolete equipment for the Sheriff's department. The IT Department utilized the State of Wisconsin Ruggedized Laptop Computer Contract number 11-20454-001 to insure best pricing and specification conformity to meet the application and operational needs of the Sheriff's Department. The items to be purchased from Baycom, Inc. of Green Bay, WI are:

| <u>Qty</u> | <u>Description</u> | |
|------------|--------------------|--|
|------------|--------------------|--|

| | | |
|---|---|-------------|
| 6 | Panasonic Toughbook Model CF-53 (\$2,528.00 each) | \$15,168.00 |
|---|---|-------------|

Total Authorized Purchase: \$15,168.00

BAYCOMserious mobility
when it matters most

TIM COONEY
2040 RADISSON ST.
GREEN BAY, WI 54302
PHONE: 920-544-4282
FAX: 920-468-8615
EMAIL: tcooney@baycominc.com

ROCK COUNTY I.T.
DARA MOSLEY
200 EAST US HWY 14
JANESVILLE, WI 53545
(608) 757-5363
3/27/2013
mosley@co.rock.wi.us

QUOTE NO. TC20130327Arev2

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
 EQUIPMENT DETAILS AND PRICING

| QTY | MODEL AND DESCRIPTION | UNIT PRICE | TOTAL PRICE |
|---|--|------------|-------------|
| D.O.A. STATE CONTRACT # 11-20454-001 | | | |
| 6 | Panasonic Toughbook CF-53 Intel Core i5-3320M vPro 2.6GHz Processor 14" High Definition Touchscreen Display 4GB SDRAM 500GB Shock Mounted Hard Drive - 7200rpm Intel Advanced-N 6205 WLAN 802.11a/b/g/n DVD Super Multi-Drive Ethernet NIC 10/100/1000 AC Power Adapter Windows 7 Pro Standard Keyboard 3 Year Parts & Labor Warranty - Preferred | \$2,035.00 | \$12,210.00 |
| 6 | Add Emissive Backlit Keyboard | \$195.00 | \$1,170.00 |
| 6 | 2 Year Extended Warranty | \$298.00 | \$1,788.00 |

OPTIONS:

1 Year Extended Warranty: \$189.00 each
 2 Year Extended Warranty: \$298.00 each
 3 Year No Fault Warranty Upgrade: \$225.00 each
 1 Year Warranty Extension with No Fault: \$449.00 each
 2 Year Warranty Extension with No Fault: \$709.00 each
 4GB Additional Memory: \$109.00 each
 Add Fingerprint Reader: \$125.00 each
 Add Integrated Gobi WWAN (Sprint, Verizon, AT&T): \$159.00 each
 Add Bluetooth: \$57.00 each

EQUIPMENT COST: \$15,168.00
SHIPPING: Included

Payment With Order: Net 10 Day
 Quotation Good Throughout 2013

Approved By:

Your Signature Is An Agreement To Purchase And An Acceptance Of The Above Terms
 All of the information listed on this proposal is confidential and proprietary information.
 If You Have Any Questions Please Contact Tim Cooney at (920) 544-4282



RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert Spoden
INITIATED BY

Capt. Gary Groelle
DRAFTED BY



Public Safety and Justice
Committee
SUBMITTED BY

April 10, 2013
DATE DRAFTED

AUTHORIZING PURCHASE OF VEHICLE PER STATE OF WISCONSIN
CONTRACT FOR THE ROCK COUNTY SHERIFF'S OFFICE

- 1 WHEREAS, funds are included in the 2013 Equitably Shared Funds budget for the purchase of a
- 2 K-9 vehicle to be used by the Rock County Sheriff's Office; and,
- 3
- 4 WHEREAS, Section 19.08(4) of the Purchasing Ordinance does allow Rock County to purchase
- 5 these vehicles through a cooperative purchasing agreement with the State of Wisconsin under
- 6 Contract #15-07006-201; and,
- 7
- 8 WHEREAS, Ewald Automotive of Oconomowoc, Wisconsin was awarded the State contract for
- 9 Dodge Chargers; and,
- 10
- 11 WHEREAS, the Sheriff's Office and Purchasing staff have reviewed the State of Wisconsin bid
- 12 specifications and recommend purchasing one Dodge Charger from Ewald Automotive.
- 13
- 14 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly
- 15 assembled this _____ day of _____, 2013, that a Purchase Order be issued as
- 16 follows:
- 17
- 18 \$22,979.50 to Ewald Automotive for 1 Dodge Charger
- 19
- 20 BE IT FURTHER RESOLVED that payment be made to the vendor upon receipt and
- 21 acceptance by the Rock County Sheriff.

13-4B-313

RESPECTFULLY SUBMITTED

PUBLIC SAFETY & JUSTICE COMMITTEE

PURCHASING PROCEDURAL ENDORSEMENT

Ivan Collins
Ivan Collins, Chair

Mary Mawhinney
Mary Mawhinney, Chair

Mary Beaver
Mary Beaver

4-0 4-18-13
Vote Date

Henry Brill
Henry Brill

Brian Knudson
Brian Knudson

Larry Wiedenfeld
Larry Wiedenfeld

**AUTHORIZING PURCHASE OF VEHICLE PER STATE OF WISCONSIN CONTRACT
FOR THE ROCK COUNTY SHERIFF'S OFFICE**

Page 2

FISCAL NOTE:

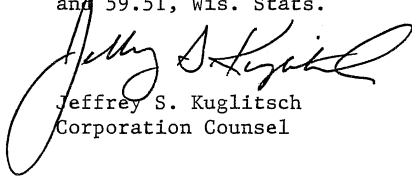
Funding is available in the Sheriff's Equitably Shared Funds account, A/C 21-2195-0000-67105,
for the cost of this purchase.



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.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

Resolution #12-8A-084 authorized spending \$50,000 of Equitably Shared funds for a K-9 vehicle to be used by the Rock County Sheriff's Office. These funds were carried over from the 2012 budget to the 2013 budget.

Under Section 19.08(4) of the Purchasing Ordinance, Rock County can utilize State of Wisconsin bids to purchase vehicles through cooperative purchasing agreement #15-07006-201.

The Sheriff's Office and the Purchasing Staff reviewed the State of Wisconsin bid specifications to verify that they meet the Sheriff's Office's needs. The total cost breakdown for the vehicle is as follows:

\$22,979.50 1 Dodge Charger

The remainder of the funds will be used to outfit the squad with necessary equipment such as, but not limited to, dog enclosure, lights, siren, push bumper, computer, radar, shot gun, radio, scanner, and decals.

This squad is an addition to the fleet. There will not be a trade-in.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Dave O'Connell, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

April 18, 2013
DATE DRAFTED

**TO RATIFY THE 2012 LABOR AGREEMENT BETWEEN ROCK COUNTY
AND DEPUTY SHERIFF'S SUPERVISORS ASSOCIATION**

- 1 **WHEREAS**, the County is subject to 111.70 of the Wisconsin Statutes; and,
- 2
- 3 **WHEREAS**, representatives of the Deputy Sheriff's Supervisors Association have met with the
- 4 County's Bargaining Team in an attempt to arrive at a mutual agreement on wages, hours and
- 5 conditions of employment; and,
- 6
- 7 **WHEREAS**, the proposed wage settlement represents a wage increase of 1% effective July 1, 2012,
- 8 and 1% effective December 31, 2012, along with a 1% employee contribution to their WRS retirement
- 9 cost effective December 31, 2012; and,
- 10
- 11 **WHEREAS**, the membership of the Association has ratified the agreement.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled
- 14 this _____ day of _____, 2013 does hereby ratify the terms and conditions of the 2012
- 15 labor agreement between Rock County and the Deputy Sheriff's Supervisors Association.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

Kurtis L. Yankee

13-4B-314

TO RATIFY THE 2012 LABOR AGREEMENT BETWEEN
 ROCK COUNTY AND THE DEPUTY SHERIFF'S SUPERVISORS ASSOCIATION
 Page 2

FISCAL NOTE:

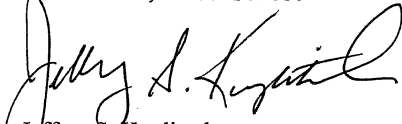
| | <u>Base Compensation</u> | <u>Add'l Base Compensation</u> | <u>Wage Increase</u> | <u>Overall % Inc.</u> |
|--------------------------------|------------------------------|------------------------------------|--------------------------|---------------------------|
| 2012 | 2,241,943.65 | 8,800.13 | 1% eff. 7/1/2012 | 0.3925% |
| | 2,250,743.78 | 67.56 | 1% eff. 12/31/2012 | 0.0030% |
| Employee's Contribution to WRS | | -55.10 | 1% eff. 12/31/2012 | <u>-0.0024%</u> |
| | | | | 0.3931% |



Sherry Oja
 Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 111.70, Wis. Stats.



Jeffrey S. Kuglitsch
 Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
 County Administrator

**ORDINANCE
ROCK COUNTY BOARD OF SUPERVISORS**

GENERAL SERVICES
COMMITTEE
INITIATED BY



JEFFREY S. KUGLITSCH
DRAFTED BY

SEPTEMBER 4, 2012
DATE DRAFTED

GENERAL SERVICES
COMMITTEE
SUBMITTED BY

**REPEALING ROCK COUNTY SMOKING ORDINANCE 3.701 AND
ADOPTING WISCONSIN STATEWIDE SMOKE FREE AIR LAW**

1 WHEREAS, the State of Wisconsin has adopted a new statewide smoke free air law pursuant to
2 section 101.123, Wis. Stats.; and

3
4 WHEREAS, Rock County has reviewed its current ordinance and has made the following
5 changes.

6
7 NOW, THEREFORE, BE IT ORDAINED by the Rock County Board of Supervisors in session
8 this ___ day of _____, 2013, that Section 3.701 of the Rock County Code of Ordinances is
9 hereby repealed and recreated to read as follows:

10
11 **3.701 SMOKING IN CERTAIN PLACES PROHIBITED**

12
13 (1) Authority. This Ordinance is adopted under the authority granted by § 101.123, Wis. Stats. as
14 may be amended.

15
16 (2) Purpose. The purpose of this Ordinance is to promote the health and comfort of the public
17 and Rock County employees.

18
19 (3) Definitions. As used in this Section.

20
21 (a) "Assisted Living Facility" means a community-based residential facility, as defined in
22 Sec. 50.01(1g), Wis. Stats., a residential care apartment complex, as defined in Sec. 50.01(1d), Wis.
23 Stats. or an adult family home as defined in Sec. 50.01(1)(b), Wis. Stats.

24
25 (b) "Building" means any enclosed, indoor area of a structure owned by the County or any
26 enclosed, indoor area of that part of a structure leased by the County.

27
28 (c) "County-owned" means any buildings, as defined in this Section, owned by the County.

29
30 (d) "County-leased" means any part of a building, as defined in this Section, which is
31 leased by the County.

32
33 (e) "Enclosed Indoor Area" means all space between a floor and a ceiling that is bounded
34 by walls, doors, or windows, whether opened or closed, covering more than fifty percent (50%) of the
35 combined surface area of the vertical planes constituting the perimeter of the area.

36
37 (f) "Entrance" means a doorway which gives direct access to a building from a contiguous
38 street, plaza, sidewalk or parking lot, opened windows, and any building ventilation systems.

39
40 (g) "Smoking" means inhaling, exhaling, burning or carrying any lighted cigar, cigarette,
41 pipe, electronic cigarette or any other lighted smoking equipment in any manner or in any form.

42
43 (h) "Vehicle" means any automobile, truck, or other motorized piece of equipment owned,
44 leased, or operated by the county.

45

13-4A-289

46 (i) "Workplace" means any enclosed indoor area that employees normally frequent during
47 the course of employment, including an office, a work area, an elevator, an employee lounge, a
48 restroom, a conference room, a meeting room, a classroom, a hallway, a stairway, a lobby, a common
49 area, a vehicle, a storage area, or an employee cafeteria. A private residence shall not be considered a
50 place of employment unless it is used as a child care, adult day care, or health care facility.

51
52 (3) Smoking Prohibited.

53
54 (a) No person shall smoke in any County-owned or County-leased building, work place or
55 vehicle at any time.

56
57 (b) Smoking is prohibited within thirty (30) feet of any entrance of a county-owned or
58 county-leased building, or workplace.

59
60 (c) No person shall smoke within the buildings, within thirty (30) feet of any building, or
61 within designated non-smoking areas of the campus grounds, at UW-Rock County.

62
63 (d) No person shall smoke within the building or the campus area of Rock Haven.

64
65 1. The "campus of Rock Haven" shall be defined for the purpose of this ordinance as
66 those areas, both indoors and outdoors, falling within the perimeter of the campus
67 boundary surrounding the skilled nursing facility building at Rock Haven.

68
69 (4) Exceptions. The prohibition in Subsection (3) shall not apply to the following structures or
70 the following areas:

71
72 (a) County-owned or County-leased residential rooms in assisted living facilities, which are
73 designated smoking as defined in §§ 101.123(3)(i) and 101.123(3)(j), Wis. Stats.

74
75 (b) Private residences in buildings owned or leased by Rock County, unless the building is
76 otherwise designated as smoke free.

77
78 (c) Outside smoking areas, designated and approved by the County Board.

79
80 (5) Responsibilities. The County shall post signs prohibiting smoking at least thirty (30) feet
81 from the public entrance of County-owned and County-leased buildings and work places. The signs
82 shall be: (a) of uniform dimensions and other characteristics required under § 101.123(2m), Wis. Stats.,
83 specified by § 101.123(6), Wis. Stats.; (b) be posted at doorway entrances of county-owned and
84 county-leased buildings, and work places.

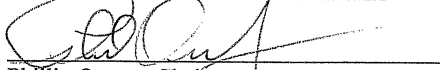
85
86 (6) Penalties and Enforcement.

87
88 (a) Any person who violates any provision of this Ordinance shall, upon conviction thereof,
89 forfeit not less than \$100.00, nor more than \$250.00 for each violation together with the costs of
90 prosecution and forfeiture.


91
92 (7) Effective Date. This Ordinance shall be full force and effect as of May 13, 2013.

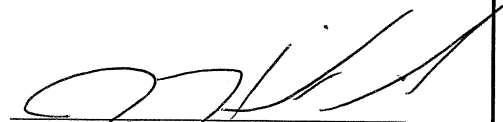
Respectfully submitted:

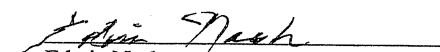
GENERAL SERVICES COMMITTEE


Phillip Owens, Chair


Henry Brill, Vice Chair

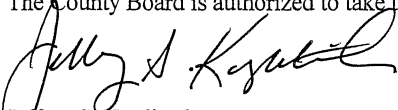

Ivan Collins


Jason Heidenreich


Edwin Nash

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01, 59.51 and 101.123, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:

No fiscal impact.



Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Matter of Policy.



Craig Kautson
County Administrator

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Education, Veterans, and Aging
Services Committee
INITIATED BY



Justin Svingen
DRAFTED BY

Education, Veterans, and Aging
Services Committee
SUBMITTED BY

April 4, 2013
DATE DRAFTED

ALLOWING FOR ALTERNATE MEMBERS OF THE TRANSPORTATION COORDINATING
COMMITTEE

- 1 **WHEREAS**, the Rock County Board of Supervisors created the 15 member Transportation Coordinating
- 2 Committee on January 24, 2013; and,
- 3
- 4 **WHEREAS**, the Rock County Board of Supervisors confirmed appointments to the Transportation Coordinating
- 5 Committee on February 28, 2013; and,
- 6
- 7 **WHEREAS**, appointments to the Committee were made based on a variety of factors, including each individual's
- 8 role as a provider of transportation services in Rock County, and/or their unique perspective as a citizen or
- 9 member of a community organization with an interest in improving access to transportation options for elderly,
- 10 low-income, and disabled residents; and,
- 11
- 12 **WHEREAS**, in order to ensure that the unique perspectives of each member are represented at each meeting, the
- 13 Committee desires to have the option to each recommend one alternate member who can attend Committee
- 14 meetings and provide input in the limited circumstances under which members may not be able to attend; and,
- 15
- 16 **WHEREAS**, such alternate members would have the rights and responsibilities of the members of the Committee
- 17 when attending in their place, including the ability to form a quorum and vote, if necessary; and,
- 18
- 19 **WHEREAS**, the naming of alternate members is not intended to allow members to avoid their responsibilities as
- 20 members of the Committee, and members understand that if they are unable to fulfill their obligations as members
- 21 of the Committee they will resign and allow the Chair of the Board of Supervisors to appoint a new member; and,
- 22
- 23 **WHEREAS**, such alternate members would be appointed by the Chair of the Board of Supervisors and confirmed
- 24 by the Board of Supervisors.
- 25
- 26 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this
- 27 _____ day of _____, 2013 does hereby authorize each member of the Transportation Coordinating
- 28 Committee the option to suggest one alternate member to participate in the deliberations of the Transportation
- 29 Coordinating Committee if the member is unable to attend.
- 30
- 31 **BE IT FURTHER RESOLVED**, that the ability of such alternate members to participate in the deliberations of
- 32 the Transportation Coordinating Committee with the rights to vote and serve as part of a quorum is contingent
- 33 upon the confirmation of their appointment to that role by the Rock County Board of Supervisors.

13-4B-315

Respectfully submitted,

Education, Veterans and Aging Services
Committee

Terry Thomas
Terry Thomas, Chair

Wayne Gustina
Wayne Gustina

Steve Howland
Steve Howland

Edwin Nash
Edwin Nash

Vacant

ALLOWING FOR ALTERNATE MEMBERS OF THE TRANSPORTATION COORDINATING
COMMITTEE

Page 2

FISCAL NOTE:

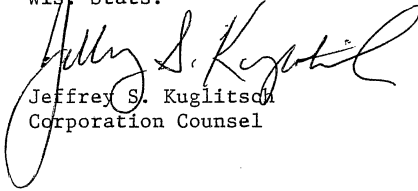
Per County Board Rule IV-C, County Board Supervisors who are members of additional special, single purpose or ad hoc committees are eligible for per meeting allowances and mileage reimbursement. Citizen members of such committees shall be eligible for mileage reimbursement only.



Sherry Oja
Finance Director

LEGAL NOTE:

County Board is authorized to take this action pursuant to § 59.01 & 59.51,
Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

In order to ensure the unique perspectives of each member are represented at each meeting, the Transportation Coordinating Committee desires to have the option of each recommending one alternate member who will attend Committee meetings and provide input in the limited circumstances under which members may not be able to attend. Such alternates, if appointed by the County Board, would have the rights and responsibilities of the members of the Committee when acting in their place. Members will remain committed to their membership and the duties required of them.

No County tax levy is required.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

FINANCE COMMITTEE
INITIATED BY



SHERRY OJA
DRAFTED BY

FINANCE COMMITTEE
SUBMITTED BY

APRIL 5, 2013
DATE DRAFTED

SUPPORTING EFFORTS TO MAINTAIN THE TAX-EXEMPT STATUS OF MUNICIPAL BONDS

1 WHEREAS, the tax-exempt status of municipal bonds is nearly a century old and is vital to
2 funding local infrastructure and economic development; and

3
4 WHEREAS, any move to change the current tax treatment of local government bonds would lead
5 to higher borrowing costs for local governments; and

6
7 WHEREAS, without tax-exempt financing much-needed infrastructure improvements would
8 likely be delayed; and

9
10 WHEREAS, tax-exempt bonds are a critical tool for Wisconsin counties that facilitates the
11 budgeting and financing of long-term investments in the infrastructure and facilities necessary to meet
12 public demand for government services; and

13
14 WHEREAS, at a time when infrastructure demands are great, increasing the cost of local
15 government borrowing could have serious impacts on the national, state, and local economies; and

16
17 WHEREAS, without the tax-exemption, the effectiveness of the bond market would be
18 significantly dampened, creating higher borrowing costs for county governments, less investment in
19 infrastructure, and fewer jobs.

20
21 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly
22 assembled this ____ day of _____, 2013 does hereby support maintaining the current tax-exempt
23 status of municipal bonds.

24
25 BE IT FURTHER RESOLVED that the County Clerk is directed to provide a certified copy of
26 this resolution to the Wisconsin Federal Legislative Delegation.

Respectfully submitted:

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Absent
Sandra Kraft, Vice

Mary Beaver
Mary Beaver

Brent Fox
Brent Fox

J. Russell Podzilni
Russell Podzilni

13-4B-316

FISCAL NOTE:

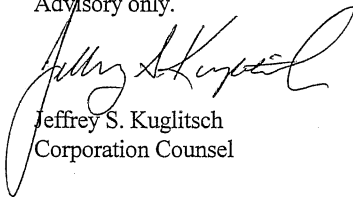
Local governments are currently allowed to issue tax-exempt municipal bonds. However, Congress is considering changing the tax treatment of municipal bonds. Changing the tax-exempt status would mean higher borrowing costs for local governments. This resolution supports maintaining the current tax-exempt status of municipal bonds and authorizes the resolution to be forwarded to the members of Wisconsin's Federal Legislative Delegation.



Sherry Oja
Finance Director

LEGAL NOTE:

Advisory only.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

SHERIFF ROBERT SPODEN
INITIATED BY



GRACE BECKER
DRAFTED BY

PUBLIC SAFETY & JUSTICE
SUBMITTED BY

APRIL 12, 2013
DATE DRAFTED

PROCLAIMING CORRECTIONAL EMPLOYEES WEEK

1 **WHEREAS**, the State of Wisconsin has proclaimed May 5-11, 2013 as Correctional Employees Week,
2 to recognize the significant work and unique contributions of correctional employees; and,
3
4 **WHEREAS**, Rock County Correctional employees demonstrate a selfless commitment to ensuring
5 public safety by the diligent supervision of sentenced and pretrial offenders and adjudicated juveniles;
6 and,
7
8 **WHEREAS**, the quality of life in Rock County is enhanced by the commitment of Correctional
9 employees to restoring a portion of the County's citizenry to a more positive position in society by
10 providing offenders fair and impartial custody, treatment, nutrition, education and healthcare; and,
11
12 **WHEREAS**, as public servants, Correctional employees dutifully perform their work with courage,
13 pride and true professionalism.
14
15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
16 assembled this ____ day of _____ 2013, proclaim May 5-11, 2013 to be Correctional Employees
17 Week and call upon all our citizens to especially honor and show our appreciation for Correctional
18 employees serving Rock County.

Respectfully Submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Ivan Collins
Ivan Collins, Chair

Henry Brill
Henry Brill, Vice Chair

Mary Beaver
Mary Beaver

Brian Knudson
Brian Knudson

Larry Wiedenfeld
Larry Wiedenfeld

13-4B-317

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Criminal Justice Coordinating Council
INITIATED BY

Public Safety & Justice Committee
SUBMITTED BY



Elizabeth Pohlman McQuillen/NACo
DRAFTED BY

April 2, 2013
DATE DRAFTED

PROCLAIMING APRIL 2013 NATIONAL COUNTY GOVERNMENT MONTH
"Smart Justice: Creating Safer Communities"

1 **WHEREAS**, the nation's 3,069 counties provide a variety of essential public services to communities
2 serving more than 300 million Americans; and
3
4 **WHEREAS**, Rock County and all counties take pride in their responsibility to protect and enhance the
5 health, welfare and safety of its residents in sensible and cost-effective ways; and,
6
7 **WHEREAS**, county governments are often the entity providing both direct and indirect services to
8 enhance the lives of residents and are responsible for maintaining public safety and the efficient use of
9 local tax dollars; and
10
11 **WHEREAS**, currently more than 13 million individuals are booked into county jails each year and more
12 than 700,000 individuals are booked into state and federal prisons; and
13
14 **WHEREAS**, National Association of Counties President Chris Rodgers is encouraging counties to
15 promote effective community corrections programs across the country through his 2012-13 "Smart
16 Justice" presidential initiative; and
17
18 **WHEREAS**, each year since 1991 the National Association of Counties has encouraged counties across
19 the country to actively promote their own programs and services to the public they serve; and,
20
21 **WHEREAS**, the Rock County Criminal Justice Coordinating Council (CJCC), established in 2006 as an
22 advisory committee to the county board on justice issues, has made great strides in collaboratively
23 improving the justice system in Rock County and reducing the jail population; and,
24
25 **WHEREAS**, the CJCC has supported programs such as the Drug Court, Veterans Court, OWI Court,
26 Offender Reentry Resource Fair, Crisis Intervention Team Training, the Sheriff's Electronic Monitoring
27 and Workender Programs, and Justice and Mental Health Collaboration Program Activities; and,
28
29 **WHEREAS**, these initiatives have saved taxpayer money while protecting public safety and improving
30 the quality of life for Rock County Residents.
31
32 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
33 this _____ day of _____, 2013 does hereby proclaim April 2013 as National County
34 Government Month and encourages all county officials, employees, schools, and residents to participate
35 in county government celebration activities.

13-4B-318

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Ivan Collins
Ivan Collins, Chair

Henry Brill
Henry Brill, Vice-Chair

Mary Beaver
Mary Beaver

Brian Knudson
Brian Knudson

Larry Wiedenfeld
Larry Wiedenfeld

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Robert D. Spoden
INITIATED BY



Cmdr. Troy Knudson
DRAFTED BY

**Public Safety and Justice
Committee**
SUBMITTED BY

April 16, 2013
DATE DRAFTED

**Proclaiming May 12 – May 18, 2013 as Law Enforcement
Memorial Week and May 15 as Peace Officers’ Memorial Day**

1 **WHEREAS**, the Congress and President of the United States have designated May 15 as Peace Officers’
2 Memorial Day, and the week in which May 15 falls as National Police week; and,
3

4 **WHEREAS**, the members of the Rock County Sheriff’s Office play an essential role in safeguarding the
5 rights and freedoms of the residents of Rock County; and,
6

7 **WHEREAS**, it is important that all citizens know and understand the duties, responsibilities, hazards,
8 and sacrifices of their law enforcement agency, and that members of our Sheriff’s Office recognize their
9 duty to serve the people by safeguarding life and property and protecting them against violence and
10 disorder; and,
11

12 **WHEREAS**, the men and women of the Rock County Sheriff’s Office unceasingly provide a vital public
13 service.
14

15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
16 this _____ day of _____, 2013 hereby designates and proclaims the week of May 12 – 18,
17 2013 as “Law Enforcement Memorial Week” and May 15 as “Peace Officers’ Memorial day.”
18

19 **BE IT FURTHER RESOLVED**, that we call upon all citizens of Rock County and upon all patriotic,
20 civic and educational organizations to observe the week of May 12 – May 18, 2013 as Law Enforcement
21 Memorial Week with appropriate ceremonies and observances in which all may join in commemorating
22 law enforcement officers, past and present, who, by their faithful and loyal devotion to their
23 responsibilities, have rendered a dedicated service to their communities and, in so doing have established
24 for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.
25

26 **BE IT FURTHER RESOLVED**, that we call upon all citizens of Rock County to observe Wednesday,
27 May 15 as Peace Officers’ Memorial Day in honor of those law enforcement officers who, through their
28 courageous deeds, have made the ultimate sacrifice in service to their community or have become
29 disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen
30 heroes.

Respectfully submitted,

Public Safety and Justice Committee

Ivan Collins, Chair

Henry Brill, Vice Chair

Mary Beaver

Brian Knudson

Larry Wiedenfeld

12-4B-319

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve
INITIATED BY

Patrick Singer
DRAFTED BY

Human Services Board
SUBMITTED BY

April 3, 2013
DATE DRAFTED



RECOGNIZING ADMINISTRATIVE SUPPORT STAFF

1 **WHEREAS**, April 21-27, 2012 is observed as Administrative Professionals Week and April 24, 2013
2 is declared Administrative Professionals Day; and,
3

4 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wish
5 to commend the Administrative Professionals and Paraprofessionals in the Rock County Human
6 Services Department for their excellence in administering services to the citizens of Rock County;
7 and,
8

9 **WHEREAS**, the Human Services Department has a great number of administrative professionals and
10 paraprofessionals in the Administrative Services, Accounting, Technology, Records and Quality
11 Management and Economic Support Services Divisions serving in a wide variety of positions and
12 assisting every Rock County Human Services program area; and,
13

14 **WHEREAS**, the Accountant, Account Clerk, Administrative Assistant, Application Support
15 Specialist, Clerk, Clerk-Typist, Data Processing Operator, Information Processing Operator, Job
16 Center Support Specialist, Legal Stenographer, Medical Record Technician, Release of Information
17 Coordinator, Secretary, and Word Processing Operator perform a wide variety of duties which
18 include, but are not limited to, taking meeting minutes, transcribing reports, managing records, setting
19 up databases, supporting applications, data entry, producing statistics, completing mandated state
20 reports, issuing statements, paying bills, greeting visitors, answering telephones, inventorying forms,
21 supplies and equipment, troubleshooting equipment problems, scheduling therapy appointments,
22 collecting information, writing reports, and covering many other administrative functions for the
23 Human Services Department.
24

25 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
26 assembled this _____ of _____, 2013 commends all Rock County Human Services
27 Administrative Professionals for their diligent efforts which make possible the delivery of services to
28 the citizens of Rock County.
29

30 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy
31 of this resolution to the Rock County Human Services Department.

Respectfully Submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Phillip Owens

Sally Jean Weaver-Landers, Vice-Chair

Terry Thomas

Terry Fell

Shirley Williams

William Grahn

Marvin Wopat

Ashley Kleven

13-4B-320