



**Amended
08/08/2016**

**COUNTY BOARD STAFF COMMITTEE
TUESDAY – AUGUST 9, 2016 – 4:00 P.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order & Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – July 26, 2016
- July 18, 2016 Joint with Finance Committee
4. Transfers
5. Review of Payments
6. Resolutions
 - A. Recognizing John Fucsalla
 - B. Recognizing Geralyn Waugh for Service to Rock County
 - C. Authorizing Approval to Double Fill the Facilities Superintendent Position
 - D. Recognizing Sue Lewiston for Service to Rock Haven
 - E. Creating 1.0 Assistant Corporation Counsel Position, Deleting 0.5 Deputy Corporation Counsel Positon and Amending the 2016 Budget
7. **Discussion and Possible Action on Use of Rock County Logo by United Way**
8. Claim
9. Adjournment

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 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>
00-0000-0063-29663	W C TRUST	P1601673	08/01/2016	MINUTE MEN HR MANAGEMENT OF WI	3,000.00
				ISF-SELF INS PROG TOTAL	<u>3,000.00</u>

I have reviewed the preceding payments in the total **\$3,000.00**

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
01-1320-0000-63100	OFC SUPP & EXP				
		P1600800	07/05/2016	JP MORGAN CHASE BANK NA	41.47
01-1320-0000-63200	PUBL/SUBCR/DUES				
		P1602166	06/30/2016	BELOIT DAILY NEWS	185.25
01-1320-0000-64200	TRAINING EXP				
		P1600800	07/05/2016	JP MORGAN CHASE BANK NA	480.00
COUNTY ADMINISTRATOR PROG TOTAL					706.72

I have reviewed the preceding payments in the total \$706.72

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1600217	06/07/2016	JANESVILLE GAZETTE INC	1,491.96
COUNTY BOARD PROG TOTAL					1,491.96

I have reviewed the preceding payments in the total **\$1,491.96**

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1520-0000-62119	OTHER SERVICES		06/15/2016	EMPLOYEE BENEFITS CORPORATION	790.60
SECTION 125 FLEXIBLE SPENDING PROG TOTAL					790.60

I have reviewed the preceding payments in the total \$790.60

Date: Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
06-1620-0000-63100	OFC SUPP & EXP				
		P1601278	06/18/2016	STAPLES BUSINESS ADVANTAGE	22.54
06-1620-0000-63202	LAW BOOKS				
		P1600202	06/04/2016	THOMSON REUTERS WEST	334.50
CORPORATION COUNSEL PROG TOTAL					357.04

I have reviewed the preceding payments in the total **\$357.04**

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT

FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-61920	PHYSICALS		07/06/2016	ILLINOIS STATE POLICE	64.00
		P1602134	06/17/2016	STANARD AND ASSOCIATES INC	1,048.25
08-1420-0000-62119	OTHER SERVICES				
		P1601873	05/11/2016	BELOIT HEALTH SYSTEM INC	34.18
		P1602044	06/01/2016	OCCUPATIONAL HEALTH AND	68.36
		P1602045	06/01/2016	OCCUPATIONAL HEALTH AND	102.54
08-1420-0000-63100	OFC SUPP & EXP				
		P1600012	07/05/2016	JP MORGAN CHASE BANK NA	22.88
08-1420-0000-63107	PUBL & LEGAL				
		P1600186	06/30/2016	JANESVILLE GAZETTE INC	311.00
		P1600188	07/01/2016	WISCONSIN DEPARTMENT OF JUSTIC	395.00
08-1420-0000-64200	TRAINING EXP				
		P1600012	07/05/2016	JP MORGAN CHASE BANK NA	626.51
08-1420-0000-64417	RH EXPENSES				
		P1600188	07/01/2016	WISCONSIN DEPARTMENT OF JUSTIC	140.00
HUMAN RESOURCES PROG TOTAL					2,812.72

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$2,812.72

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1912-0000-61710	WORKERS COMP	P1600020	06/28/2016	WILLIS OF WISCONSIN INC	3,375.00
				WORKER'S COMPENSATION PROG TOTAL	3,375.00
19-1932-0000-64904	SUNDRY EXPENSE	P1600013	07/05/2016	JP MORGAN CHASE BANK NA	191.09
				EMPLOYEE RECOGNITION ACTIVITY PROG TOTAL	191.09

I have reviewed the preceding payments in the total **\$3,566.09**

Date: _____ Dept _____

Committee _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland-Director
Facilities Management
DRAFTED BY

July 25, 2016
DATE DRAFTED

RECOGNIZING JOHN FUCSALLA

- 1 **WHEREAS**, Jon Fucsalla began his career at Rock County in June 1987 as a Maintenance Worker
- 2 for General Services and worked at the Jail location; and
- 3
- 4 **WHEREAS**, Mr. Fucsalla has served the citizens of Rock County for the past 29 years as a
- 5 dedicated and valued employee of Rock County, and has retired effective July 25, 2016; and
- 6
- 7 **WHEREAS**, the Rock County Board of Supervisors representing the citizens of Rock County,
- 8 wishes to recognize Mr. Fucsalla for his long, dedicated and faithful service.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors at its
- 11 regular meeting this ____ day of _____, 2016, directs that a sincere expression of recognition
- 12 be given to John Fucsalla for his 29 years of service and expresses to him best wishes for the future.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Henry Brill, Chair

J. Russell Podzilni, Chair

Jason Heidenreich, Vice Chair

Sandra Kraft, Vice Chair

Jeremy Zajac

Eva M. Arnold

Bob Yeomans

Henry Brill

David Homan

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Board of Health
INITIATED BY

Marie-Noel Sandoval
DRAFTED BY



Board of Health
SUBMITTED BY

07/22/2016
DATE DRAFTED

RECOGNIZING GERALYN WAUGH FOR SERVICE TO ROCK COUNTY

- 1 **WHEREAS**, Geralyn has provided services to Rock County citizens for over 30 years; and,
- 2
- 3 **WHEREAS**, Geralyn Waugh began her career with Rock County as a Clerk/Typist for the Health Care Center on
- 4 March 24, 1986; and
- 5
- 6 **WHEREAS**, Geralyn moved to the position of Administrative Assistant for Public Health on June 16, 1987 and
- 7 later into the Account Clerk II position where she diligently served in that role until her retirement on September
- 8 2, 2016; and,
- 9
- 10 **WHEREAS**, Geralyn has made countless contributions during her tenure with Rock County. Along with her
- 11 account clerk duties including grant billing, accounts payable and receivable, she has assisted with budget
- 12 preparation, payroll, and has taken countless hours of Board of Health meeting minutes. Her dedication to Public
- 13 Health has been vital to the Department for many years.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled on this
- 16 _____ day of _____ 2016, does hereby thank Geralyn Waugh for her dedication and
- 17 contributions to the citizens of Rock County; and,
- 18
- 19 **BE IT FURTHER RESOLVED** that a copy of this resolution be presented to Geralyn Waugh with the Rock
- 20 County Board of Supervisors' best wishes for her future plans.

Respectfully submitted,

BOARD OF HEALTH

COUNTY BOARD STAFF COMMITTEE

Sandra Kraft
Sandra Kraft, Chair

J. Russell Podzilni, Chair

Louis Peer
Louis Peer, Vice Chair

Sandra Kraft, Vice Chair

Linda Garrett
Linda Garrett

Eva Arnold

Richard Bostwick
Richard Bostwick

Henry Brill

Absent
Dr. Keith Konkol, M.D.

Betty Jo Bussie

Dean Peterson DVM
Dr. Dean Peterson, DVM

Mary Mawhinney

Connie Winter DDS
Dr. Connie Winter, DDS

Louis Peer

Absent
Judith Wade, WHNP

Alan Sweeney

Eric Gresens R.Ph
Eric Gresens, R.Ph

Terry Thomas

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

July 25, 2016
DATE DRAFTED


Authorizing Approval to Double Fill the Facilities Superintendent Position

- 1 **WHEREAS**, Doug Keating Facilities Superintendent at Rock Haven/HCC announced his
- 2 intention to retire on June 14, 2016; and
- 3
- 4 **WHEREAS**, his last day of work was July 19, 2016; and
- 5
- 6 **WHEREAS**, he has benefit time that continues until Sept 7, 2016; and
- 7
- 8 **WHEREAS** there is a need to get this position filled prior to Sept 7, 2016.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 11 assembled this ____ day of _____, 2016 does hereby approve and authorize double
- 12 filling the Facilities Superintendent position for Rock Haven/ HCC buildings.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

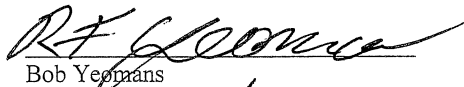
COUNTY BOARD STAFF COMMITTEE


Henry Brill, Chair

J. Russell Podzilni, Chair


Jason Heidenreich, Vice Chair

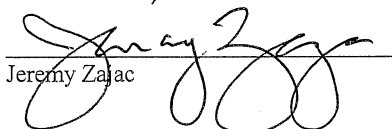
Sandra Kraft, Vice Chair


Bob Yeomans

Eva Arnold


David Homan

Henry Brill


Jeremy Zajac

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

Authorizing Approval to Double Fill the Facilities Superintendent Position

Page 2

FISCAL NOTE:

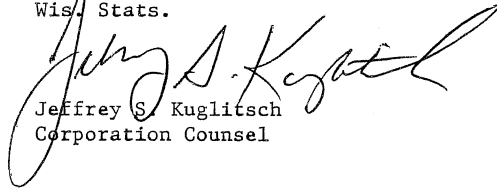
There are sufficient projected savings in the HCC Maintenance utilities accounts to transfer to wages and benefits to fund the double filling of the RH/HCC Facilities Superintendent position.



Sherry Oja
Finance Director

LEGAL NOTE:

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



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Nick Osborne
Acting County Administrator

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545



General Services

Facilities Management
(608)757-5518

Executive Summary

Requesting to Double Fill The Facilities Superintendent Position at Rock Haven-HCC

Rock Haven – HCC Facilities Superintendent announced his retirement June 14, 2016. His last day of work was July 19, 2016. He is using benefit time until Sept 7, 2016. I am requesting approval to hire and fill his vacant position before Sept 7, 2016.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee
INITIATED BY



Sue Prostko
DRAFTED BY

Health Services Committee
SUBMITTED BY

July 29, 2016
DATE DRAFTED

RECOGNIZING SUE LEWISTON FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Sue Lewiston has served the citizens of Rock County over the past 26 years, 5 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Sue Lewiston began her career with Rock Haven as a Recreational Therapist on March 20, 1990;
- 5 and,
- 6
- 7 **WHEREAS**, Sue Lewiston accepted the Activity Director position on January 1, 2013; and,
- 8
- 9 **WHEREAS**, Sue Lewiston has worked diligently in that position, planned and hosted social events for
- 10 residents including musical entertainment, holiday gatherings, pet therapy visits and many other events until
- 11 her retirement on September 9, 2016; and,
- 12
- 13 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 14 commend Sue Lewiston for her long and faithful service.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 17 _____ day of _____, 2016 does hereby recognize Sue Lewiston for her 26 years, 5 months of service
- 18 and extend their best wishes to her in her future endeavors.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

Norvain Pleasant, Chair

Brenton Driscoll, Vice Chair

Terry Fell

Dave Homan

Anders Dowd

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Betty Jo Bussie

Eva Arnold

Mary Mawhinney

Alan Sweeney

Henry Brill

Louis Peer

Terry Thomas

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

JEFFREY S. KUGLITSCH
INITIATED BY



JEFFREY S. KUGLITSCH
DRAFTED BY

COUNTY BOARD STAFF
SUBMITTED BY

AUGUST 2, 2016
DATE DRAFTED

CREATING 1.0 ASSISTANT CORPORATION COUNSEL POSITION, DELETING .5 DEPUTY CORPORATION COUNSEL POSITION AND AMENDING THE 2016 BUDGET

1 WHEREAS, the amount of Child Protection cases in the Department of Human Services has
2 dramatically increased this year to the point that over 100 children have been taken into protective
3 custody as of June 2016; and
4

5 WHEREAS, hearings need to be held before the Court on these matters within 48 hours and
6 ultimately further legal proceedings such as Children in Need of Protection actions and termination of
7 parental rights need to occur; and
8

9 WHEREAS, substantiation appeals are now required to have formal hearings before
10 Administrative Law Judges which require legal representation by Rock County; and
11

12 WHEREAS, the number of appeals has also dramatically increased putting a strain on legal
13 resources; and
14

15 WHEREAS, currently we have one full time Assistant Corporation Counsel assigned to handle
16 these matters for the Human Services Department which is inadequate given the case load; and
17

18 WHEREAS, currently there is a vacant .5 Deputy Corporation Counsel position; and
19

20 WHEREAS, to handle the Human Services Department caseload, it is proposed that we eliminate
21 the .5 Deputy Corporation Counsel position and create an additional 1.0 Assistant Corporation Counsel
22 position; and
23

24 WHEREAS, some funding is available for 2016 in the Corporation Counsel salary account due to
25 the vacant .5 Deputy Corporation Counsel. In addition, partial reimbursement for the new position may
26 be provided by the State of Wisconsin, Department of Children and Families Federal IV-E funding.
27

28 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly
29 assembled this 11th day of August, 2016 that they move to delete the .5 Deputy Corporation Counsel
30 position and approve the creation of an additional 1.0 Assistant Corporation Counsel.
31

32 BE IT FURTHER RESOLVED that the 2016 Budget be amended as follows:
33

34 Account/Description	Budget	Increase	Amended
35 <u>Source of Funds</u>	<u>8/01/16</u>	<u>(Decrease)</u>	<u>Budget</u>
36 19-1921-0000-47010			
37 General Fund Application	\$363,803	\$ 21,100	\$384,903
38			
39 <u>Use of Funds</u>			
40 36-3634-0000-62123	\$155,921	\$ 21,100	\$177,021
41 Corporation Counsel Services			
42			

CREATING 1.0 ASSISTANT CORPORATION COUNSEL POSITION,
DELETING .5 DEPUTY CORPORATION COUNSEL POSITION AND
AMENDING THE 2016 BUDGET

Page 2

COUNTY BOARD STAFF:

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

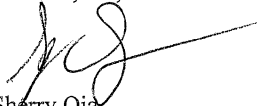
FINANCE COMMITTEE ENDORSEMENT

Review and approved on a vote of _____

Mary Mawhinney, Chair

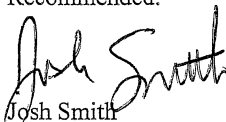
FISCAL NOTE:

This resolution authorizes the use of \$21,100 from the General Fund fund balance to help fund the cost of creating an additional 1.0 Assistant Corporation Counsel. The General Fund unassigned fund balance was \$29,978,897 at 12/31/15.


Sherry Oja
Finance Director


ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.22(2), Wis. Stats. As an amendment to the adopted 2015 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

Request

In an effort to facilitate volunteer connectivity for as many as 1,009 non-profit, civic and government organizations in Rock County and throughout the Blackhawk Region by purchasing, administering and maintaining a mobile-friendly community engagement software that is designed to help organizations better manage, grow, and measure volunteerism on a local level.

Get Connected, an all-in-one volunteer opportunity database and engagement tracking tool makes it easier to recruit, manage, track, and retain volunteers. *Get Connected* is the software of choice for United Ways and volunteer groups in the U.S., as well as campuses and corporations of all sizes.

Background

- The Voluntary Action Center (VAC) Board of Directors voted in January 2016, to dissolve; there is no succession or transition plan for volunteer connectivity in Rock County.
- Community leaders have expressed concern that the absence of VAC creates a great need for a coordinated effort.
- Non-profit, civic and government organizations rely heavily on qualified, engaged, competent volunteers to help off-set their staffing needs and annual budgets, creating efficiencies while nurturing relationships with potential donors, stakeholders and citizens.
- Received proposal and demonstration from *Get Connected*, United Way's volunteer software of choice and spoke with two current user/administrators in WI.
- Several sister United Ways already use *Get Connected*, creating a ready-made network of support (i.e. United Way of Dane County, United Way of Fox Cities, United Way of Jefferson County, United Way of Sheboygan, United Way of Greater Milwaukee, etc.).
- Volunteerism is at the core of United Way Blackhawk Region's (UWBR) Mission; United Way is viewed as a natural convener and is top of mind for those seeking volunteer roles.

Benefits & Features

- Market research indicates that 67% of volunteers donate, spurring additional economic impact and sustainability for vital programs enhancing the quality of life throughout the Blackhawk Region.
- Ability to meet the needs of the community and share good news about creative, cross sector collaboration(s).



MEMORANDUM

TO: County Board Staff Committee
FROM: Jeffrey S. Kuglitsch, Corporation Counsel
DATE: August 3, 2016
RE: Notice of Claim

CLAIMANT: Danyel Gritzner
DATE OF INCIDENT: July 27, 2016
DATE OF NOTICE OF CLAIM: July 29, 2016
AMOUNT CLAIMED: \$9,762.76
NATURE OF CLAIM: Gritzner vehicle sustained damage when it traveled on Hwy 14 during the seal coating project. Rock County was acting under contract with the Wisconsin Department of Transportation. Signage was in place 10 days prior to and warning signs were placed the day of the work being done.
RECOMMENDATION: Denial.