



**Amended
4/22/13**

**COUNTY BOARD STAFF COMMITTEE
TUESDAY – APRIL 23, 2013 – 4:00 P.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order & Approval of Agenda
2. **Approval of Minutes – April 9, 2013**
3. Citizen Participation, Communications and Announcements
4. Approval of Bills
5. Transfers
 - A. Human Resources
6. Pre-Approved Encumbrances
7. Resolutions
 - A. To Ratify the 2012 Labor Agreement Between Rock County and Deputy Sheriff's Supervisors Association
 - B. Amending and Approving the 2013 Base Wage Rates for Employees Covered by the Unilateral Pay Plan
 - C. Confirmation of Appointment of Nursing Home Administrator
8. Request for Authorization to Purchase 6 Automated External Defibrillators (AED) for Multiple Rock County Buildings
9. Claim
10. **EXECUTIVE SESSION:** Per Section 19.85(1)(c), Wis. Stats. – Performance Evaluation/Compensation – County Administrator
11. Adjournment

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0311100000-63107	PUBL & LEGAL	18,000.00	0.0%	2,068.02	-2,068.01	17,999.99	
	P1300774-PO# 04/16/13 -VN#011191			BELOIT DAILY NEWS		287.69	
	P1301634-PO# 04/16/13 -VN#013607			JANESVILLE GAZETTE INC		189.99	
				CLOSING BALANCE	17,522.31		477.68
0311100000-64904	SUNDRY EXPENSE	1,400.00	2.8%	40.00	0.00	1,360.00	
	P1300030-PO# 04/16/13 -VN#011199			BELOIT FLORAL COMPANY		40.00	
	P1300031-PO# 04/16/13 -VN#013601			JANESVILLE FLORAL COMPANY		83.50	
				CLOSING BALANCE	1,236.50		123.50
	COUNTY BOARD			PROG-TOTAL-PO		601.18	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$601.18 INCURRED BY COUNTY BOARD. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL

DEPT-HEAD

APR 23 2013

DATE

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0814200000-61920	PHYSICALS	11,000.00 12.4%	1,657.00	-292.99	9,635.99		
	P1300609-PO# 04/16/13 -VN#017412			WISCONSIN DEPARTMENT OF JUSTIC		157.00	
				CLOSING BALANCE	9,478.99		157.00
0814200000-63107	PUBL & LEGAL	35,000.00 0.0%	3,187.44	-3,187.38	34,999.94		
	P1300603-PO# 04/16/13 -VN#011191			BELOIT DAILY NEWS		350.12	
	P1300604-PO# 04/16/13 -VN#013607			JANESVILLE GAZETTE INC		614.65	
	P1300605-PO# 04/16/13 -VN#010110			CHRONICLE, THE		105.00	
				CLOSING BALANCE	33,930.17		1,069.77
0814200000-64200	TRAINING EXP	26,985.00 33.6%	8,880.40	209.00	17,895.60		
	04/16/13 -VN#049974			O CONNELL, DAVID		83.76	
	P1301656-PO# 04/16/13 -VN#022251			WISCONSIN EMPLOYMENT RELATIONS		100.00	
				CLOSING BALANCE	17,711.84		183.76
0814200000-64417	RH EXPENSES	8,500.00 11.2%	1,638.38	-682.74	7,544.36		
	P1300604-PO# 04/16/13 -VN#013607			JANESVILLE GAZETTE INC		24.47	
	P1300609-PO# 04/16/13 -VN#017412			WISCONSIN DEPARTMENT OF JUSTIC		70.00	
				CLOSING BALANCE	7,449.89		94.47
	HUMAN RESOURCES		PROG-TOTAL-PO			1,505.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,505.00 INCURRED BY HUMAN RESOURCES. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 23 2013

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1919140000-62104	CONSULTING SERV	15,000.00	0.0%	47.25	-47.24	14,999.99	
	P1300034-PO# 04/16/13 -VN#016551			TE BRENNAN COMPANY		712.76	
				CLOSING BALANCE	14,287.23		712.76
	RISK MGMT.			PROG-TOTAL-PO		712.76	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$712.76 INCURRED BY RISK MANAGEMENT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

APR 23 2013

DATE _____

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1919320000-64904	SUNDRY EXPENSE	8,500.00 25.1%	592.88	1,543.00	6,364.12		
	P1301405-PC# 04/16/13 -VN#027012		MMPR			1,260.75	
			CLOSING BALANCE		5,103.37		1,260.75
	EMPL.RELATED		PROG-TOTAL-PO			1,260.75	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,260.75 INCURRED BY EMPLOYEE RELATED. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

APR 23 2013

DATE _____

CHAIR

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 04/11/2013 Transfer No. 13-08
 Requested By Human Resources Department David O'Connell Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 08-1420-0000-62119 Description: Other Contracted Services Current Balance: \$50,000 <i>4/11/13</i>	\$9,485	Account #: 08-1420-0000-67171 Description: Capital Assets - \$1000/MORE	\$9,485
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

As part of the 2013 budget, \$50,000 was set aside to be used for Safety related items.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

At a Safety Committee meeting, it was discovered that 6 Rock County buildings were lacking an AED. The money is being transferred to allow purchase of additional AED's

FISCAL NOTE:

Sufficient funding is available for transfer. *4/11/13*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* 4-11-13

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee

Finance Committee

4-18-13

[Signature]

RESOLUTION NO. _____

AGENDA NO. _____

**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

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

FISCAL NOTE:

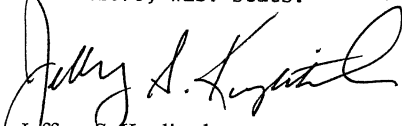
	<u>Base Compensation</u>	<u>Add'l Base Compensation</u>	<u>Wage Increase</u>	<u>Overall % Inc.</u>
2012	2,241,943.65	8,800.13	1% eff. 7/1/2012	0.3925%
	2,250,743.78	67.56	1% eff. 12/31/2012	0.0030%
Employee's Contribution to WRS		-55.10	1% eff. 12/31/2012	<u>-0.0024%</u>
				0.3931%



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

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Craig Knutson
INITIATED BY



Dave O'Connell, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

April 17, 2013
DATE DRAFTED

**AMENDING AND APPROVING THE 2013 BASE WAGE RATES FOR EMPLOYEES
COVERED BY THE UNILATERAL PAY PLAN**

1 **WHEREAS**, it is necessary to adjust the Unilateral Pay Plan periodically to ensure that it continues to
2 reflect salary rates which are competitive for those job classes covered by the Plan; and,
3

4 **WHEREAS**, those employees who are excluded from the collective bargaining units solely on the
5 basis of their confidential assignments should receive a salary base rate increase of no less than that
6 which they would have received had their positions been included in the bargaining unit; and,
7

8 **WHEREAS**, seven of the eight non-law enforcement bargaining units have received 2013 base wage
9 increases of 1.5% effective January 1, 2013; and,
10

11 **WHEREAS**, the workers at the Youth Services Center, formerly the eighth non-law enforcement
12 bargaining unit, were previously represented by the Wisconsin Professional Police Association
13 (WPPA) and are as of January 1, 2013 no longer represented by the WPPA or any other organization
14 for labor relation purposes, making them unilateral employees; and,
15

16 **WHEREAS**, the two law enforcement bargaining units (Deputy Sheriff's and Deputy Sheriff's
17 Supervisors) have received 2012 base wage increases of 1% effective July 1, 2012 and another 1%
18 effective December 31, 2012 to offset a corresponding 1% employee paid contribution to their WRS
19 retirement contribution on December 31, 2012; and,
20

21 **WHEREAS**, it is proposed to increase the Unilateral Pay Plan by 1.5% effective January 1, 2013; and,
22

23 **WHEREAS**, it is proposed to create at the end of the 2012 calendar year separate pay grids in the
24 Unilateral Pay Plan (Grid A-1) for the Sheriff's Command Staff (Captains, Commanders, and Chief
25 Deputy), and (Grid A-2) for the Youth Service Center Workers (Youth Specialists and Community
26 Youth Specialists); and,
27

28 **WHEREAS**, it is proposed to increase Grid A-1 by 1% effective December 31, 2012 to offset the
29 employee paid contribution by the Command Staff to their WRS retirement contribution on December
30 31, 2012; and,
31

32 **WHEREAS**, it is proposed to increase Grid A-1 by 1.5% effective January 1, 2013; and,
33

34 **WHEREAS**, it is proposed to increase Grid A-2 by 1.5% effective January 1, 2013.
35

36 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
37 assembled this _____ day of _____, 2013 does hereby approve the County's 2013
38 Unilateral Pay Plan by increasing each step by 1.5% effective January 1, 2013; and,
39

40 **BE IT FURTHER RESOLVED**, to require the Sheriff's Command Staff to pay 1% of their WRS
41 retirement contribution beginning on December 31, 2012; and,
42

43 **BE IT FURTHER RESOLVED**, that the County's Unilateral Pay Plan Grid A-1 be increased by 1%
44 effective December 31, 2012, and 1.5% effective January 1, 2013; and,

AMENDING AND APPROVING THE 2013 BASE WAGE RATES FOR EMPLOYEES
COVERED BY THE UNILATERAL PAY PLAN

Page 2

- 45 **BE IT FURTHER RESOLVED**, that the County's Unilateral Play Plan Grid A-2 be increased by
46 1.5% effective January 1, 2013; and,
47
48 **BE IT FURTHER RESOLVED**, that the County continue to provide the current health insurance
49 plan for employees covered by the Unilateral Pay Plan; and,
50
51 **BE IT FURTHER RESOLVED**, that the County will provide dental insurance coverage for
52 employees covered by the Unilateral Pay Plan and pay 60% of the lowest coverage dental insurance
53 premium; and,
54
55 **BE IT FURTHER RESOLVED**, that all provisions of this resolution are for employees of record as
56 of the date of approval by the County Board; and,
57
58 **BE IT FURTHER RESOLVED**, that those employees who are excluded from the collective
59 bargaining units solely on the basis of their confidential assignments shall receive a salary rate of no
60 less than that which they would have received had their positions been included in the bargaining units.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis L. Yankee

Betty Jo Bussie

FISCAL NOTE:

	<u>Base Compensation</u>	<u>Wage Increase</u>	<u>Add'l Base Compensation</u>	<u>Overall % Increase</u>
Sheriff's Command Staff Pay Grid A-1				
2012	\$1,213,481.35	1.0% eff 12/31/12	\$37.55	0.0031%
	(Employee paid 1% Retirement Cont. eff 12/31/12)		-\$30.62	<u>-0.0025%</u>
				0.0006%
Unilateral Pay Plan, including Grid A-1 and Grid A-2				
2013	\$21,743,909.26	1.5% eff 1/1/13	\$263,750.01	1.21 %



Sherry Oja
Finance Director

AMENDING AND APPROVING THE 2013 BASE WAGE RATES FOR EMPLOYEES
COVERED BY THE UNILATERAL PAY PLAN

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LEGAL NOTE:


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



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

The purpose of this resolution is to provide for salary increases for those County employees who are not covered by a labor agreement (unilaterals).

In 2012 employees in the eight non-law enforcement bargaining units received a 1% across the board (ATB) salary increase effective July 1, 2012. In 2013 employees in seven of the eight non-law enforcement bargaining units received a 1.5% across the Board salary increase effective January 1, 2013.

To keep the unilaterals on pace with the represented employees the unilateral employees covered by the Unilateral Pay Plan received a 1.0% ATB salary increase effective July 1, 2012. This resolution provides for a 1.5% across the board salary increase for the unilaterals effective January 1, 2013.

In 2012 employees in the two law enforcement bargaining units (Deputy Sheriff's and Deputy Sheriff's Supervisors) received a 1% across the board (ATB) salary increase effective July 1, 2012 and an additional 1% ATB increase effective December 31, 2012. The purpose of the additional 1% ATB on December 31, 2012 was to offset a corresponding 1% employee paid contribution to their WRS retirement fund on December 31, 2012. The County Board approved the Deputy Sheriff's 2012 contract on January 10, 2013 and has the Deputy Sheriff's Supervisors contract on the agenda for April 25, 2013. Contracts for the two law enforcement units have not been negotiated for 2013.

Members of the Sheriff's Command Staff (Captains, Commanders, and Chief Deputy) are covered by the unilateral pay plan but have also had their wages and benefits tied to the wages and benefits of the Deputy Sheriff's Supervisors unit by previously adopted County Board resolutions.

Since the Deputy Sheriff's Supervisors received an additional 1% ATB effective December 31, 2012 to offset for their paying 1% of their WRS retirement contribution, this resolution provides that the Sheriff's Command Staff receive that same 1% adjustment December 31, 2012 and that they pay 1% of their WRS retirement cost. In order to accomplish this the pay range for the Sheriff's Captains, Commanders, and Chief Deputy will no longer be at Step 30, 32, and 34 respectively of the Unilateral Pay Plan. This resolution creates a new pay plan grid for them as of the end of the 2012 calendar year. The new grid will be called Unilateral Pay Plan Grid A-1 which incorporates a 1% ATB increase effective December 31, 2012 and another 1.5% ATB increase effective January 1, 2013.

The workers at the Youth Services Center, formerly the eighth non-law enforcement bargaining unit, were previously represented by the Wisconsin Professional Police Association (WPPA). As of January 1, 2013 this group of employees is no longer represented by the WPPA, or any other organization for labor relation purposes, making them unilateral employees. This resolution creates a new pay plan grid for them Unilateral Pay Plan Grid A-2 which incorporates a 1.5% ATB increase effective January 1, 2013.

**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

COUNTY BOARD STAFF COMMITTEE

/s/ Betty Jo Bussie
Betty Jo Bussie, Chair

J. Russell Podzilni, Chair

/s/ Mary Beaver
Mary Beaver, Vice Chair

Sandra Kraft, Vice Chair

/s/ Terry Fell
Terry Fell

Eva Arnold

Absent
Billy Bob Grahm

Henry Brill

/s/ Steve Howland
Steve Howland

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

Kurtis Yankee

CONFIRMATION OF APPOINTMENT OF
NURSING HOME ADMINSTRATOR

Page 2

FISCAL NOTE:

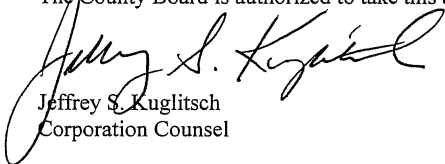
Sufficient funds are available in 2013 Rock Haven budget for the cost of this position.



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

Request for Authorization to Purchase 6 Automated External Defibrillators (AED) for multiple Rock County buildings

Rock County currently has 7 AEDs in our buildings. One can be found at the Courthouse on the 1st floor secure facility, one at the Public Health Department in Janesville and one in Beloit, there are two at Rock Haven, two at the Sheriff's Office, plus an AED unit in every squad car.

As part of the 2013 budget, \$50,000 was set aside to be used for Safety related items. At a Safety Committee meeting, it was discovered that 5 Rock County buildings were lacking an AED. Those building include Health Care Center, Job Center, Franklin Street, Public Works, and the Youth Services Center. In addition to those buildings, we would like to add a second unit to the Courthouse.

In the event of a life threatening cardiac arrhythmias, the AED is necessary to treat those individuals through defibrillation. The number of people who survive sudden cardiac arrest is increasing gradually, thanks to the use of AEDs. The Good Samaritan laws have made it possible for anyone to use an AED as a volunteer responder to a situation to assist someone in need.

The cost of the 6 Zoll AEDs as part of this purchase request:

Defibrillators AED Unit with CPR Pad	-\$1395.93/each for a total of \$8,375.58
Defibrillators AED cabinet surface wall mount	-\$171.82/each for a total of \$1,030.92
Defibrillators AED signage	-\$13.00/each for a total of \$78.00
Total	\$9,484.50

The pricing is based on the Gulf South Medical, which is the sole source of the Zoll AED, contract terms.

From: Kevin Braun-MedTech [kbraun@medtechassociates.com]
Sent: Wednesday, April 10, 2013 9:10 AM
To: Burdette, William
Cc: 'Ron Begole'
Subject: RE: Sole Source Letter

Good morning Bill.

This e-mail is to confirm that the part number indicated in the email below identifies an AED Plus Package that is exclusively distributed by PSS/Gulf South as a Private Label item.

If you have any additional questions regarding the contents of the package, the device itself, or any other questions pertaining to this sole source arrangement, please feel free to call me at the number listed below.

Thanks for reaching out to me on this.

Kevin P. Braun
Cell: (608) 320-0868
MedTech Associates
Manufacturer's Representative & IDN Manager for ZOLL Medical
www.zoll.com



MEMORANDUM

TO: County Board Staff Committee
FROM: Jeffrey S. Kuglitsch, Corporation Counsel
DATE: April 17, 2013
RE: Notice of Claim

CLAIMANT: Wendy Sue Meier
DATE OF INCIDENT: February 5, 2013
DATE OF NOTICE OF CLAIM: April 4, 2013
AMOUNT CLAIMED: \$5,000.00 plus all medical expenses
NATURE OF CLAIM: Slip and fall claim of a citizen at the Rock County Job Center. The investigation by Rock County's liability carrier concludes that Rock County is not responsible for claimant's alleged injuries.
RECOMMENDATION: Denial.