

ROCK COUNTY, WISCONSIN



Board of Supervisors  
51 South Main Street  
Janesville, WI 53545  
(608)757-5510

**COUNTY BOARD STAFF COMMITTEE  
TUESDAY – AUGUST 27, 2013 – 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 – August 8, 2013
4. Approval of Bills
4. Transfers
5. Pre-Approved Encumbrances
6. Resolution
  - A. Recognizing Diana Fraley for Service to Rock Haven
7. Approval of Administrative Policy and Procedure Manual Changes
8. Claim
9. Adjournment

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1300774	07/31/2013	BELOIT DAILY NEWS	990.92
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	18,000.00	5,674.36	990.92	990.92	10,343.80
03-1110-0000-64904	SUNDRY EXPENSE	R1303046	08/19/2013	JP MORGAN CHASE BANK NA	900.00
<b>ENC</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,400.00	433.86	0.00	900.00	66.14
<b>COUNTY BOARD PROG TOTAL</b>				<b>1,890.92</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$1,890.92**.  
 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 Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **AUG 27 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
06-1620-0000-63202	LAW BOOKS	P1302758	08/12/2013	STATE BAR OF WISCONSIN	254.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	1,082.94	557.98	254.00	(394.92)
06-1620-0000-64200	TRAINING EXP	P1302757	08/14/2013	UNIVERSITY OF WISCONSIN EXTENS	125.00
		P1302811	08/20/2013	ROCK COUNTY BAR ASSOCIATION	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,367.00	1,529.00	0.00	225.00	3,613.00
<b>CORPORATION COUNSEL PROG TOTAL</b>				<b>479.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$479.00**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
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Date: **AUG 27 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-61920	PHYSICALS	P1300609	08/01/2013	WISCONSIN DEPARTMENT OF JUSTIC	135.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,000.00	2,503.00	135.00	135.00	8,227.00
08-1420-0000-62119	OTHER SERVICES	P1302642	08/05/2013	CHANNING L BETE CO INC	152.06
		P1302723	07/31/2013	TK GROUP INC	6.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	40,515.00	3,263.30	0.00	159.01	37,092.69
08-1420-0000-63107	PUBL & LEGAL	P1300604	07/31/2013	JANESVILLE GAZETTE INC	1,347.56
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	35,000.00	12,999.20	1,347.56	1,347.56	19,305.68
08-1420-0000-63200	PUBL/SUBCR/DUES	P1302668	07/29/2013	SOCIETY FOR HUMAN RESOURCE MA	140.25
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	900.00	696.07	0.00	140.25	63.68
08-1420-0000-64200	TRAINING EXP		08/05/2013	O CONNELL,DAVID	40.79
		P1302722	07/10/2013	WELCHLIN COMMUNICATION STRATE	1,800.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,980.00	10,819.64	4,775.60	1,840.79	9,543.97
08-1420-0000-64417	RH EXPENSES	P1300604	07/31/2013	JANESVILLE GAZETTE INC	23.56
		P1302668	07/29/2013	SOCIETY FOR HUMAN RESOURCE MA	24.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	4,561.43	23.56	48.31	3,866.70
				<b>HUMAN RESOURCES PROG TOTAL</b>	<b>3,670.92</b>

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$3,670.92**  
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 Finance Committee and County Board.  
B. Bills under \$10,000 to be paid.  
C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **AUG 27 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1932-0000-64904	SUNDRY EXPENSE	P1302676	08/08/2013	ORIENTAL TRADING COMPANY INC	57.99
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	4,122.38	495.87	57.99	3,823.76
<b>EMPLOYEE RECOGNITION ACTIVITY PROG TOTAL</b>				<b>57.99</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$57.99**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
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Date: **AUG 27 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee  
INITIATED BY



Sue Prostko  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

Aug 1, 2013  
DATE DRAFTED

### RECOGNIZING DIANA FRALEY FOR SERVICE TO ROCK HAVEN

1    **WHEREAS**, Diana Fraley has served the citizens of Rock County over the past 24 years, as a  
2    dedicated and valued employee of Rock County; and,  
3  
4    **WHEREAS**, Diana Fraley began her career with Rock County Health Care Center as a  
5    Certified Nursing Assistant on August 1, 1989; and,  
6  
7    **WHEREAS**, Diana Fraley worked in a variety of positions including Certified Nursing  
8    Assistant and Environmental Services Worker, before assuming her current Food Service  
9    position; and,  
10  
11   **WHEREAS**, Diana Fraley has worked diligently in that position until her retirement on August  
12   2, 2013; and,  
13  
14   **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County,  
15   wishes to commend Diana Fraley for her long and faithful service.  
16  
17   **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly  
18   assembled this \_\_\_\_ of \_\_\_\_\_, 2013 does hereby recognize Diana Fraley for her 24 years of  
19   service and extend their best wishes to her in her future endeavors; and,  
20  
21   **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a  
22   copy of this resolution to Diana Fraley.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

Betty Jo Bussie  
Betty Jo Bussie, Chair

Mary Beaver  
Mary Beaver

Terry Fell  
Terry Fell

Billy Bob Grahn  
Billy Bob Grahn

Steve Howland  
Steve Howland

COUNTY BOARD STAFF COMMITTEE

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J. Russell Podzilni, Chair

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Sandra Kraft, Vice Chair

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Betty Jo Bussie

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Eva Arnold

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Mary Mawhinney

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Marilynn Jensen

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Kurtis Yankee

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Henry Brill

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Louis Peer





**MEMORANDUM**

**TO:** County Board Staff Committee  
**FROM:** Jeffrey S. Kuglitsch  
**DATE:** August 2, 2013  
**RE:** Notice of Claim

A handwritten signature in black ink, appearing to be "JK", is written over the "FROM:" line.

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**CLAIMANT:** Daniel A. Newville  
**DATE OF INCIDENT:** November 19, 2010  
**DATE OF NOTICE OF CLAIM:** June 12, 2013  
**AMOUNT CLAIMED:** \$50,000  
**NATURE OF CLAIM:** Inmate of the Rock County Jail who slipped in the shower area in the Jail and sustained injuries to head and neck.  
**RECOMMENDATION:** Denial.