

ROCK COUNTY, WISCONSIN



EDUCATION, VETERANS & AGING SERVICES COMMITTEE TUESDAY, AUGUST 20, 2019 - 4:00 P.M. CONFERENCE ROOM N-1 – FIFTH FLOOR ROCK COUNTY COURTHOUSE-EAST

Agenda

1. Call to Order
2. Approval of Agenda
3. Election of Vice Chair
4. Approval of Minutes – June 27, 2019
5. Citizen Participation, Communications, Announcements, Information
6. Transfers
7. Review of Payments
8. Updates and Possible Action
 - A. Status of UW Whitewater at Rock County Partnership – Kristin Filhouer
 - B. Status of Veterans Service Commission Members – John Solis
 - C. Review of First Month at Council on Aging – Paula Schutt
 - D. Status of Aging Services Integration Review Ad Hoc Advisory Committee
 - E. Status of 1717 Center Avenue Building Project
 - F. Semi-Annual Reports
9. Committee Requests and Motions
10. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.



EDUCATION, VETERANS AND AGING SERVICES COMMITTEE
Minutes – June 27, 2019

Call to Order. Chair Richard called the meeting of the Education, Veterans and Aging Services Committee to order at 5:30 P.M., in the Jury Deliberation Room, Fourth Floor, Courthouse-East.

Committee Members Present: Supervisors Richard, Pleasant, Brien and Owens.

Committee Members Absent: Gramke.

Staff Members Present: Josh Smith, County Administrator.

Others Present: None.

Adoption of Agenda. Supervisor Owens moved approval of the agenda as presented, second by Supervisor Pleasant. ADOPTED.

Adoption of Minutes. Supervisor Pleasant moved approval of the minutes of June 7, 2019 as presented, second by Supervisor Owens. ADOPTED.

Citizen Participation, Communications, Announcement, Information. Mr. Smith noted he will be announcing at tonight's County Board meeting that the July 2nd General Services Committee will be held at 1717 Center Avenue, the building that will be the home of the Human Services Department. A tour of the building will follow the Committee meeting business.

Transfers. None.

Resolution.

Confirmation of Appointment of Director of Council on Aging

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019 confirms the appointment of Paula Schutt, as Director of the Council on Aging in accordance with the attached conditions of employment. “

Supervisor Owens moved approval of the above resolution, second by Supervisor Brien. ADOPTED.

Updates and Possible Action.

Relocation of Council on Aging Offices to 1717 Center Avenue. Mr. Smith reviewed County Board Rule that whenever a county department is recommended

to be relocated, that the item be reviewed with the governing committee and that the General Services Committee takes the official action to approve the relocation. He noted that plans for the new Human Services Department allow for space for the Council on Aging and adjacent to the ADRC. The General Services Committee is scheduled to act on this item at their July 2nd meeting. Members expressed support for the office relocation. In order to keep the Committee apprised of the project status, Mr. Smith suggested a standing agenda item – Update on Office Relocation on future agendas during the duration of the project.

Committee Requests and Motions. None.

Adjournment. Supervisor Owens moved adjournment at 5:40 P.M., second by Supervisor Pleasant. ADOPTED.

Respectfully submitted,

Randy Terronez
Assistant to the County Administrator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2019**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
30-3900-0000-64200	TRAINING EXP					
		P1900605	07/18/2019	US BANK	LA QUINTA INN	82.00
		P1901964	07/25/2019	WISCONSIN INSTITUTE FOR HEALTH	REGISTRATION: LACHEL FOWLER	35.00
					SENIOR CITIZEN PROGRAM PROG TOTAL	117.00
30-3901-0000-64203	EDUC MAT & SUPPL					
		P1900605	07/18/2019	US BANK	WEIGHTS	202.13
					TITLE III-B PROG TOTAL	202.13
30-3903-0000-62105	FOOD SERVICES					
		P1900994	07/18/2019	GREEN COUNTY HUMAN SERVICES	MILEAGE FOR JUNE 2019	282.08
		P1901204	07/25/2019	BEST EVENTS	1/2 HALF JUNE HDM	6,199.16
30-3903-0000-62119	OTHER SERVICES					
		P1900769	07/25/2019	PROGUARD SERVICES AND SOLUTION	RENTAL FEE JULY 2019 R	162.26
		P1900879	07/25/2019	MANPOWER GROUP US INC	SITE MANAGER W/E 07-14	6,255.42
		P1900993	07/25/2019	NUTRITION AND HEALTH ASSOCIATE	DIETITIAN FOR JUNE	1,680.44
30-3903-0000-62625	OUTREACH SERVICE					
		P1900604	07/03/2019	MENARDS	SUPPLIES FOR NUTR	5.99
30-3903-0000-63200	PUBL/SUBCR/DUES					
		P1901966	07/25/2019	CREATIVE FORECASTING INC	SUBSCRIPTION 09-19 TO 09-20	60.00
					NUTRITION PROGRAM PROG TOTAL	14,645.35
30-3904-0000-62105	FOOD SERVICES					
		P1901204	07/25/2019	BEST EVENTS	1/2 JUNE CONCRETE	3,211.11
30-3904-0000-62119	OTHER SERVICES					
		P1901133	07/18/2019	BELOIT MEALS ON WHEELS INC	BELOIT HDM JUNE 2019	2,927.50
30-3904-0000-64124	CONSUMABLE SUPPL					
		P1900605	07/18/2019	US BANK	WEBSTAIRANT	402.29
					DELIVERED MEALS PROG TOTAL	6,540.90
30-3905-0000-62100	CONTRACTED SERV					
		P1900879	07/25/2019	MANPOWER GROUP US INC	TRANSIT DRIVERS W/E 07-14	39,518.62
		P1900947	07/25/2019	FIRST ADVANTAGE OCCUPATIONAL H	2 DRUG TESTS	73.40

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Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
30-3905-0000-62410	R & M-VEHICLES					
		P1900099	07/03/2019	BUDGET TRUCK AND AUTO BODY INC	17-LIFT TUNE-UP	322.84
		P1900604	07/18/2019	MENARDS	SUPPLIES FOR VANS	131.34
		P1900671	07/25/2019	GORDIE BOUCHER FORD LINCOLN ME	17 4 TIRES-BRAKES	10,351.16
		P1901815	07/18/2019	GLASSWORKS OF WISCONSIN INC	15 CHIP REPAIR ON VEHICLE 15	60.00
30-3905-0000-63501	GAS & FUELS					
		P1900925	07/11/2019	KWIK TRIP EXTENDED NETWORK	JUNE FLEET FUEL	13,067.66
30-3905-0000-64629	OTHER TRANSP.EXP					
		P1900604	07/25/2019	MENARDS	VARIOUS SUPPLIES -TRANSIT	217.05
		P1900605	07/18/2019	US BANK	TRANS BACKGROUND CHECKS	67.00
		P1900774	07/25/2019	OCCUPATIONAL HEALTH AND WELLNE	DRUG SCREEN DOT-J JASS	62.00
ELDERLY & HANDCAPPED TRANSP PROG TOTAL						63,871.07
30-3915-1401-64615	CLIENT REL.COSTS					
		P1900100	07/18/2019	BRIGHTSTAR	RESPIRE CARE FOR A CYNova	151.00
		P1900820	07/25/2019	OCHSMAN INC	RESPIRE CARE PROKOP	283.00
		P1901151	07/11/2019	RICHARDSON,KATHY	JUNE J RICHARDSON	42.50
		P1901707	07/11/2019	MILLER,MARY LOU	JUNE REIMBURSE G. MILLER	87.00
		P1901875	07/18/2019	BROWNING,SUZETTE	REIMBURSEMENT FOR RESPIRE	480.00
II-E CAREGIVER COUNSELING PROG TOTAL						1,043.50
30-3915-1405-64615	CLIENT REL.COSTS					
		P1900100	07/11/2019	BRIGHTSTAR	RESPIRE REIMBUR G SCHMIDT	108.00
III-E RESPIRE - IN HOME PROG TOTAL						108.00
30-3916-0000-62625	OUTREACH SERVICE					
		P1900605	07/18/2019	US BANK	MM TRAVEL TRAINING/DOJ TRISHAW	71.00
30-3916-0000-63100	OFC SUPP & EXP					
		P1900605	07/18/2019	US BANK	SUPPLIES	92.40
30-3916-0000-64200	TRAINING EXP					
		P1900605	07/18/2019	US BANK	SPRINGHILL SUITEX	458.00
MOBILITY MANAGER GRANT PROG TOTAL						621.40

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Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
30-3920-1401-62615	GROUP/REC HOMES					
		P1901736	07/11/2019	VISITING ANGELS LIVING ASSISTA	6/19 RESPITE L LARSON	375.00
30-3920-1401-64615	CLIENT REL COSTS					
		P1900100	07/18/2019	BRIGHTSTAR	RESPITE FOR C MESLER	243.00
		P1900991	07/25/2019	ALMOST FAMILY	RESPITE FOR B SWENEY	60.00
		P1901149	07/03/2019	AMUNDSON,JULIE	MARCH REIMBURSEMENT	156.60
		P1901150	07/25/2019	DOLL,BOB	REIMBURSEMENT FOR RESPITE	119.10
		P1901151	07/11/2019	RICHARDSON,KATHY	JUNE REIMBURSE J RICHARDSON	61.72
		P1901199	07/11/2019	OLSON,SUE	6/19 RESPITE S OLSON	288.11
		P1901294	07/25/2019	ZENKE,DEBRA	REIMBURSEMENT FOR RESPITE	500.00
		P1901348	07/11/2019	SEVERANCE,LINDA	6/19 RESPITE L SEVERANCE	192.00
		P1901478	07/03/2019	ALL HEART HOME CARE	RESPITE FOR R REDDEL	380.00
		P1901526	07/25/2019	LECONTE,MILDRED	REIMBURSEMENT FOR RESPITE	192.00
		P1901678	07/03/2019	KANDU INDUSTRIES INC	RESPITE CARE FOR D GILSON	515.00
AFSCP CAREGIVER COUNSELING PROG TOTAL						3,082.53
30-3920-1405-64615	CLIENT REL COSTS					
		P1900094	07/11/2019	ALTERNATIVE HOME CARE INC	MAY D THOMPSON	855.00
		P1900991	07/11/2019	ALMOST FAMILY	RESPITE REIMB B SWEENEY	320.00
AFSCP RESPITE - IN HOME PROG TOTAL						1,175.00
30-3921-0000-64200	TRAINING EXP					
		P1900605	07/18/2019	US BANK	RED LION	185.00
BENEFIT SPECIALIST GRANT PROG TOTAL						185.00

ROCK COUNTY

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07/25/2019

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$91,591.88**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2019

07/25/2019

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
38-3800-0000-64200	TRAINING EXP	P1901833	07/18/2019	CVSO ASSOCIATION OF WISCONSIN	CVSO 2019 FALL CONF THURSDAY	720.00
VETERANS SERVICE PROG TOTAL						720.00

I have reviewed the preceding payments in the total amount of **\$720.00**

Date:

Dept Head _____

Committee Chair _____

**ROCK COUNTY VETERANS SERVICES
MEMORANDUM**

TO: EDUCATION, VETERANS AND AGING SERVICES COMMITTEE
FROM: JOHN SOLIS, JR., COUNTY VETERANS SERVICE OFFICER
SUBJECT: SEMI-ANNUAL REPORT – ATTENDANCE AT
CONVENTIONS/CONFERENCES
DATE: 06/17/2019
CC: JOSH SMITH, COUNTY ADMINISTRATOR

No staff member in this department attended any out-of-state training sessions, conventions or conferences or in-state training sessions, conventions or conferences in excess of \$1,000.00 from January 1 – June 30, 2019.

Memorandum

To: Josh Smith, Rick Richard, Norvain Pleasant, Tom Brien, Craig Gramke, Phillip Owens
From: Lachel Fowler
Date: July 12, 2019
Re: Semi-Annual Report-Attendance at Conventions/Conferences

Jennifer McIlhone, Mobility Manager, for the Council on Aging attended a training on June 10-12, 2019. The total cost of this trip was \$1348.14

Hotel:	\$458.00
Airfare:	\$571.39
Rental Car:	\$194.34
Transportation to airport/parking:	\$72.50
Meals:	<u>\$51.91</u>
Total Cost:	\$1348.14
Scholarship:	(\$819.00)
Actual Cost to COA	\$529.14

WISCONSIN RTAP SCHOLARSHIP REIMBURSEMENT FORM

Agency Name:	Rock County Council on Aging
Participant:	Jennifer McIlhone
	51 South Main St.
Agency Address:	Janesville, WI 53545
Event Name:	Advancing Mobility Management

ACTUAL EXPENSES FOR EVENT ATTENDANCE				
	Attendee 1	Attendee 2	Attendee 3	Attendee 4
Registration:				
Lodging:				
In-State # of Nights				
In-State Cost per night:				
In-state subtotal:	\$0.00	\$0.00	\$0.00	\$0.00
Out-of-state # of Nights	2			
out-of-state Cost per night	229			
Out-of-state subtotal:	\$458.00	\$0.00	\$0.00	\$0.00
Transportation:				
# of Miles Driven:				
Mileage subtotal (\$0.51 per mile)	\$0.00	\$0.00	\$0.00	\$0.00
Airfare	571.39			
Taxi/bus	58.5			
Parking	14			
Car Rental	194.34			
Other: baggage O'Hare Airport	30			
<i>Transportation Subtotal:</i>	\$868.23	\$0.00	\$0.00	\$0.00
Meals:				
In-state Breakfasts cost:				
In-state Lunches cost:				
In-state Dinners cost:				
Out-of-state Breakfasts cost:	\$2.86			
Out-of-state Lunches cost:	\$29.55			
Out-of-state Dinners cost:	\$58.37			
<i>Meals Subtotal:</i>	\$90.78	\$0.00	\$0.00	\$0.00
EXPENSE TOTAL:	\$1,417.01	\$0.00	\$0.00	\$0.00

*Reimbursement % varies by event type- see guidelines tab for rates per type

IN-HOUSE/GROUP TRAINING EXPENSES	
Trainer/Speaker Cost	
Training Materials	
Reproduction Costs	
Travel Costs	
# of Miles Driven:	
Mileage Rate	\$0.51
Mileage Subtotal:	\$0.00
Meal Costs	
# of Meals Provided:	
Cost per meal:	
Meal Subtotal:	\$0.00
Other Costs	
EXPENSE TOTAL:	\$0.00
SCHOLARSHIP AMOUNT: 80% OF TOTAL	\$0.00

WISCONSIN RTAP
SCHOLARSHIP APPROVAL FORM
COMPLETED BY WISCONSIN RTAP STAFF

Reviewer:	<u>Vicky Warner</u>	Date Application Submitted:	<u>1/21/2019</u>
Date Reviewed:	<u>1/21/2019</u>	Approved Maximum:	<u>\$819.00</u>
Reimbursement %	<u>70%</u>	Deadline for Reimbursement Submission:	_____
Reason for Denial:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		