



DEVELOPMENTAL DISABILITIES BOARD MEETING

Wednesday, October 23, 2013 – 6:00 P.M.

**Rock County Health Care Center
1st floor Lobby, Admin. Conference Room
3530 North County Trunk Highway F
Janesville, Wisconsin 53545**

AGENDA

- 1. CALL TO ORDER**
- 2. INTRODUCTION OF BOARD MEMBERS / ROLL CALL**
- 3. ADOPTION OF AGENDA**
- 4. APPROVAL OF MINUTES – (OCTOBER 09, 2013)**
- 5. CITIZEN PARTICIPATION, COMMUNICATION AND ANNOUNCEMENTS**
- 6. UNFINISHED BUSINESS**
 - A. REVIEW OF AND POTENTIAL ACTION ON PROPOSED 2014 BUDGET.**
- 7. NEW BUSINESS**
 - A. BILLS**
 - B. CONTRACTS / ADDENDUMS**
 - C. ENCUMBRANCES**
 - D. LINE ITEM TRANSFERS**
 - E. QUARTERLY BUDGET REVIEW (Feb., May, Aug., Nov.)**
- 8. PRESENTATION OF GUARDIANSHIPS & ADULT PROTECTIVE SERVICES (JENNIFER PATRIDGE)**
- 9. DIRECTOR'S REPORT**
 - A. DEPARTMENT UPDATES**
 - B. BUDGET UPDATES**
 - C. RESIDENTIAL PLACEMENTS**
 - D. CONSUMER UPDATES**
 - E. PROVIDERS' CONCERNS**
 - F. STAFF UPDATES**
- 10. CORRESPONDENCE**
- 11. ITEMS FOR FUTURE BOARD MEETING CONSIDERATION**
- 12. ADJOURNMENT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
33-3310-0000-62601	PURCH OF CARE				
		P1300166	10/01/2013	ROCK COUNTY DEVELOPMENTAL DIS	30.00
		P1303112	08/31/2013	STATE OF WISCONSIN	212.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,440,458.00	1,112,389.34	162,660.65	242.00	165,166.01
33-3310-0000-62604	NURSING HM-CIP1B				
		P1300056	10/02/2013	ALERT LINE	75.00
		P1300058	10/02/2013	ARC EAU CLAIRE	358.32
		P1300061	10/01/2013	BERGMAN,MATT AND ANDREA	5,704.00
		P1300062	10/01/2013	BLISS,LISA	2,309.74
		P1300064	10/01/2013	BUTCHART,JOHN AND KAREN	1,980.00
		P1300065	09/01/2013	AZURA HARBOR HOLDINGS LLC	9,137.60
		P1300066	10/01/2013	BURKE,ELEANOR A	1,145.00
		P1300068	09/30/2013	CATHOLIC CHARITIES INC	2,455.85
		P1300072	10/01/2013	CRAMER,WILLIAM R	1,666.85
		P1300073	10/01/2013	CROOKSHANKS,SANDY	1,980.00
		P1300074	10/01/2013	DAHL AFH,MARIE AND ROBERT	4,693.01
		P1300076	10/03/2013	EASTER SEALS RESPITE PROGRAM	404.00
		P1300080	10/01/2013	FIEGE,JASON	2,084.33
		P1300081	10/01/2013	GOIA,GABRIEL AND DENISA	7,209.38
		P1300083	09/30/2013	GREEN VALLEY ENTERPRISES INC	1,111.73
		P1300085	10/01/2013	GUPTILL AFH,TOM OR STACIE	2,280.00
		P1300086	10/01/2013	HACKETT,JOHN & ROXANNE	4,307.11
		P1300087	10/01/2013	HAMM,PATRICK AND BRENDA	1,098.14
		P1300088	10/01/2013	HART,CHRISTINE A	1,230.00
		P1300089	10/01/2013	HARTIN,BILL AND DIANA	1,598.93
		P1300090	10/01/2013	HARTLEY,BRUCE	2,929.00
		P1300091	10/01/2013	HEFLIN,EDWIN OR NANCY	1,784.00
		P1300093	10/03/2013	HOMECARE PHARMACY LLC	124.00
		P1300094	10/01/2013	HUSCHKA,LLOYD AND GLORIA	1,242.98
		P1300098	09/30/2013	JANESVILLE MEALS ON WHEELS	109.50
		P1300100	10/01/2013	MILLARD,LORI D	2,000.00
		P1300101	10/01/2013	MASSEY,LYNDA	5,482.87
		P1300102	10/01/2013	NEFF,ANN	9,620.70
		P1300103	09/30/2013	NORTHWOODS INC OF WI	588.83
		P1300104	10/01/2013	OLSON,BEV*	1,145.00
		P1300105	09/30/2013	OPPORTUNITIES INC	8,983.10
		P1300106	10/01/2013	OSBORNE,LEAH R	1,549.70
		P1300107	10/01/2013	OSHEL,JIM AND RHONDA	2,210.00
		P1300108	10/01/2013	PAINE,FRAN	1,151.39
		P1300111	10/01/2013	PEREZ,GINA OR JORGE	2,210.00
		P1300112	10/01/2013	PORTALSKI,DIANE	1,784.00
		P1300114	10/01/2013	RABE,DOUGLAS AND SHIRLEY	5,271.22
		P1300115	10/01/2013	RAND AFH,MARY AND TAMMY	2,305.85
		P1300116	09/01/2013	REFLECTIONS ADULT DAY CARE LLC	2,118.50
		P1300118	10/01/2013	REIN,BRAD AND AUDREAH	3,485.78

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
		P1300119	10/01/2013	RUTKOWSKY AFH,ERIC OR MANDY	2,210.00	
		P1300121	10/01/2013	SCHULTZ AFH,JOHN AND NANCY	1,380.00	
		P1300123	10/01/2013	SHAW,LAMONA	3,741.47	
		P1300125	10/01/2013	SMITH,LINDA	1,880.00	
		P1300126	09/01/2013	ST COLETTA OF WISCONSIN	4,822.10	
		P1300128	10/09/2013	SYSCO FOODS OF BARABOO LLC	51.70	
		P1300131	10/01/2013	TILTON,AL AND SUE	2,532.34	
		P1300134	10/01/2013	WE CARE TRANSPORTATION	693.96	
		P1300135	10/01/2013	WELTER,RALPH AND SUE	5,080.00	
		P1300137	10/01/2013	ZIRBEL,SHIRLEY	2,656.25	
		P1300154	10/01/2013	KERR,RENA	4,442.34	
		P1300155	10/01/2013	KIMBERLEY,SYLVIA M	80.00	
		P1300156	10/01/2013	KONTNY,GARY	1,389.50	
		P1300158	10/01/2013	LANGREHR,DAVID AND SHERYL	1,505.02	
		P1300160	10/01/2013	LUDEKING,SARAH	1,677.50	
		P1300161	09/30/2013	LUTHERAN SOCIAL SERVICES	8,301.50	
		P1300165	10/01/2013	RIZER AFH,GAIL	4,080.00	
		P1300166	10/01/2013	ROCK COUNTY DEVELOPMENTAL DIS	1,232.00	
		P1300167	10/01/2013	ROEHL,JEREMEE OR TANYA	1,680.00	
		P1300169	10/01/2013	ROZINEK, LYN	2,529.50	
		P1300722	10/01/2013	MERCY HEALTH SYSTEMS LIFELINE	25.00	
		P1301523	10/03/2013	PLEASANTSTREET COUNTRY DAY INC	770.27	
		P1302133	10/01/2013	WILSON,DARIN	2,903.92	
		P1303055	10/01/2013	CLARK, JACQUELINE L	1,480.00	
		P1303205	10/01/2013	SCHENDEL,JULIE	880.00	
		P1303214	09/30/2013	KESSLER,KIM	440.00	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	22,701,150.00		17,493,553.26	3,797,323.30	167,389.78	1,242,883.66
33-3310-0000-62607	FOSTER CARE					
		P1300124	10/01/2013	SHULTZ,MADELINE L		1,377.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	16,524.00		12,883.00	1,377.00	1,377.00	887.00
33-3310-0000-62620	COMM.INTEG.-1A					
		P1300068	09/30/2013	CATHOLIC CHARITIES INC	4.31	
		P1300071	10/01/2013	CORNERSTONE FOUNDATION	3,890.50	
		P1300092	09/30/2013	HODAN CENTER INC	2,062.43	
		P1300110	10/01/2013	PARAGON COMMUNITY SERVICES LLC	1,640.20	
		P1300114	10/01/2013	RABE,DOUGLAS AND SHIRLEY	2,404.90	
		P1300123	10/01/2013	SHAW,LAMONA	5,156.98	
		P1300161	09/30/2013	LUTHERAN SOCIAL SERVICES	1,394.60	
		P1300166	10/01/2013	ROCK COUNTY DEVELOPMENTAL DIS	240.00	
		P1300198	10/01/2013	HART,TAMMIE	4,790.00	
		P1301629	10/08/2013	SHOULTZ,MICHAEL D	1,690.00	

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,424,271.00	2,691,972.37	640,582.36	23,273.92	68,442.35
33-3310-0000-62627	BT-WAIVER				
		P1300105	09/30/2013	OPPORTUNITIES INC	1,065.50
		P1300110	10/01/2013	PARAGON COMMUNITY SERVICES LL	655.92
		P1300162	09/30/2013	MADISON AREA REHABILITATION CE	491.74
		P1300166	10/01/2013	ROCK COUNTY DEVELOPMENTAL DIS	180.00
		P1300168	10/01/2013	ROOT,WADE AND LISA	3,338.90
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	993,694.00	619,964.75	159,657.89	5,732.06	208,339.50
33-3310-0000-63101	POSTAGE				
		P1300168	10/04/2013	ROCK COUNTY DEVELOPMENTAL DIS	88.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,800.00	826.71	87.99	88.00	797.30
33-3310-0000-64200	TRAINING EXP				
		P1303237	10/03/2013	BELOIT REGIONAL HOSPICE	15.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	858.00	0.00	15.00	1,627.00
DEVELOPMENTAL DISABLITY BOARD PROG TOTAL				198,117.76	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
----------------	--------------	-----	----------	-------------	-------------

I have examined the preceding bills and encumbrances in the total amount of **\$198,117.76**

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: **OCT 23 2013**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1300437 PEID 040533

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE October 11, 2013

DEPARTMENT DD Board

COMMITTEE Rock County DD Board

VENDOR NAME C.E.S.A. #2 Vocational Program

ACCOUNT NUMBER 33-3310-0000-62601

FUNDS DESCRIPTION Purchase of Care

AMOUNT OF INCREASE \$ 600.00

INCREASE FROM \$ 45,900 TO \$ 46,500

ACCOUNT BALANCE AVAILABLE \$ 182,948.11 10/11/13 CM

REASON FOR AMENDMENT Once current client lost CIP 1B funding and is
continuing in the DD Vocational Follow-up Program.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

PURCHASE ORDER NUMBER P1300434 PEID 048996

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE October 4, 2013

DEPARTMENT DD Board

COMMITTEE Rock County DD Board

VENDOR NAME Brotoloc South, Inc.

ACCOUNT NUMBER 33-3310-0000-62620

FUNDS DESCRIPTION CIP 1A

AMOUNT OF INCREASE \$ 20,480

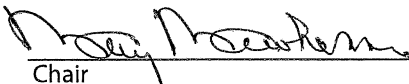
INCREASE FROM \$ 0 TO \$ 20,480

ACCOUNT BALANCE AVAILABLE \$ 114,990.19 SB 10/04/13

REASON FOR AMENDMENT One current CIP 1A client moving into residential services.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair  Date 10-17-13

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

PURCHASE ORDER NUMBER P1300448 PEID 038946

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE October 11, 2013

DEPARTMENT DD Board

COMMITTEE Rock County DD Board

VENDOR NAME Rehab Resources Inc

ACCOUNT NUMBER 33-3310-0000-62601

FUNDS DESCRIPTION Purchase of Care

AMOUNT OF INCREASE \$ 40,000

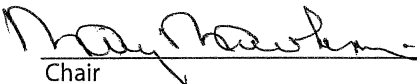
INCREASE FROM \$ 132,000 TO \$ 172,000

ACCOUNT BALANCE AVAILABLE \$ 182,948.11 10/11/13 CM

REASON FOR AMENDMENT An increased number of children receiving therapy and multiple therapy services in the Birth to Three Program.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE  10-17-13
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____