



## ROCK COUNTY HUMAN SERVICES BOARD MEETING

Wednesday, January 25, 2012 – 4:30 P.M.

**Call to Order:** Chair Knudson called the meeting to order at 4:36 p.m. on Wednesday, January 25, 2012, in the 3<sup>rd</sup> Floor Conference Room of the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; Robert Fizzell, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Terry Fell, Supervisor; Kathleen Kelm, Citizen Representative; and Terry Thomas, Supervisor.

**Committee Members Absent:** Shirley Williams, Citizen Representative; Phillip Owens, Supervisor; and Marvin Wopat, Supervisor.

**Staff Present:** Phil Boutwell, Deputy Director; Sara Mooren, Fiscal Operations Manager; Tim Zuehke, Controller; Tina Day, Family Skills Specialist;

**Others Present:** Russell Podzilni, Rock County Board Chair; Kathy Wuksinich, Joanne Jensen, Sara Jensen, Doris Kolberg, and Rick Day Holiday Committee Volunteers; Steve Howland, Citizen.

**Approval of Agenda:** Citizen Representative Weaver-Landers moved the agenda, seconded by Citizen Representative Kelm with unanimous approval. APPROVED.

**Approval of Minutes of Human Services Board Meeting of January 11, 2012:** Supervisor Fizzell moved the minutes as presented, seconded by Supervisor Fell with unanimous approval. APPROVED.

**Citizen Participation:** Rock County Board Chair advised HSD Board member Phil Owens went into the hospital and had heart bypass surgery. He is now in recovery.

**Approval of Contracts, Transfers, and/or Encumbrances:** Supervisor Thomas moved the contracts, encumbrances and transfer, seconded by Citizen Representative Weaver-Landers. Ms. Mooren presented twenty-seven contracts, two encumbrances, and one transfer for approval. Ms. Mooren responded to questions. The contracts were unanimously approved. APPROVED.

**Approval of Bills:** Mr. Zuehke presented the bills for approval and responded to questions.

IDP	32,218.50	W-2 Admin	600.00
DMC	521.95	Shelter Plus	920.00
Interim Assist	1,076.00	Shelter Plus	10,128.90
Interim Assist	521.12	Job Center	79,233.85

Citizen Representative Kelm moved to approve the bills, seconded by Supervisor Thomas with unanimous approval. APPROVED.

**Holiday Committee Update:** Ms. Day introduced Holiday Committee volunteers: Doris Kolberg, Rick Day, Kathy Wuksinich, Joanne Jensen, and Sara Jensen. Thirteen volunteers worked together this year totaling a combined 324.75 hours. There were 170 families served with a total of 437 children. The total of monetary donations and gift cards equaled \$1,609.85.

Local efforts this year include the following: The local Cost Cutter gave 59 haircuts free of charge and 16 stylists donated two hours of their time for this.

Two different Quilter's Guilds donated enough food to stock the food pantry for much of the year. They also donated toys, goods, and beautiful handmade quilts.

The Marine Corp League of Beloit donated Toys.

The Holiday Committee Volunteers raised money through a Popcorn Fundraiser.

USDA through Chair Knudson donated bread, milk and canned fruits/vegetables.

Families adopted from businesses increased to 36 families this year.

This was a successful year mainly due to the hard work of all the volunteers. Ms. Day noticed there were many families requesting help for the first time this year. She made every effort to ensure families were getting served but that services were not being duplicated by other agencies.

**Resolution Amending the 2011 Human Services Department Budget to Accept Additional Funding for the Wisconsin Works (W-2) Program:** Supervisor Thomas moved the resolution to the floor, seconded by Citizen Representative Keim. Ms. Mooren presented the resolution amending the 2011 HSD budget to accept additional funding for the W-2 program. Originally this contract was for 2010-2011 with several amendments throughout the two years, and now will be extended into 2012. The resolution was unanimously approved. APPROVED.

**Resolution Authorizing 2012 Southern Income Maintenance Consortium Contract and Addenda to the Southern Consortium Contract and Amending the 2012 Human Services Department Budget:** Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Supervisor Fell. Ms. Klyve advised these are the contracts between Rock County and the other six counties in the Consortium. She added Ms. Mooren and Mr. Zuehlke put together an excellent fiscal reporting document to be used to track all payments. Mr. Zuehlke will be submitting this fiscal data as a separate line in the CARS report to the State of Wisconsin.

Mr. Boutwell explained the Southern Consortium Call Center Everywhere is going well. The report on call volume shows the Southern Consortium is second best of the ten consortia in speed of answering calls. We have achieved 88% for call pick up which is third in the State.

**Director's Report:**

• **ES/W-2 Caseload:**

The W-2 numbers are currently at 194 cases. We learned at a meeting last Friday we need to submit an RFQ for our continuation of our W-2 program for calendar year 2013. The State has made the decision to contract only with W-2 programs in a consortia. Rock County will work with other W-2 counties to create a consortium for 2013. The State informed us there will no longer be first right of first refusal. It is unclear what this means for all W-2 county operations.

• **Semi-Annual Report on Conventions/Conferences:**

Ms. Klyve advised that within the last six-month period no individual/s attended any training, conference or convention in excess of \$1,000.

**Committee Requests for Future Agenda Items:** None.

**Next Meeting:** Wednesday, February 8, 2011 at 4:30 p.m., at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, Janesville, Wisconsin.

**Adjournment:** Supervisor Thomas motioned to adjourn, seconded by Supervisor Fell with unanimous approval at 5:15 p.m.

  
Jodi Larson, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**