



ROCK COUNTY HUMAN SERVICES BOARD MEETING

Wednesday, December 12, 2012 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:34 p.m. on Wednesday, December 12, 2012, in the 3rd Floor Conference Room at the Rock County Health Care Center, Janesville, Wisconsin.

Committee Members Present: Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Shirley Williams, Citizen Representative; Terry Thomas, Supervisor; Phillip Owens, Supervisor; Ashley Kleven, Citizen Representative; William Grahn, Supervisor; and Terry Fell, Supervisor.

Committee Members Absent: Marvin Wopat, Supervisor.

Staff Present: Charmian Klyve, Director; Phil Boutwell, Deputy Director; Sara Mooren, Fiscal Operations Manager; Steve Hegg, Accountant; Tom Seibert, Juvenile Justice Specialist; Jennifer Thompson, LTS Manager; and Lance Horozewski, JJ&P Manager.

Others Present: Steve Howland, County Board member; and Una Williams, daughter of Shirley Williams, Citizen Representative.

Approval of Agenda: Supervisor Owens moved the agenda, seconded by Supervisor Fell with unanimous approval. APPROVED.

Approval of Minutes of Human Services Board Meeting of November 28, 2012: Citizen Representative Weaver-Landers moved the minutes as presented, seconded by Supervisor Owens with unanimous approval. APPROVED.

Citizen Participation: Chair Knudson announced birthday wishes to Ms. Klyve.

Supervisor Grahn verified the Holiday Committee is still accepting cash donations and Christmas gifts.

Approval of Contracts, Transfers, and/or Encumbrances: Citizen Representative Weaver-Landers moved the contracts and encumbrances, seconded by Supervisor Owens. Ms. Mooren presented fourteen contracts and two encumbrances for approval. The contracts and encumbrances were unanimously approved. APPROVED.

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

Interim Assist	2,496.14	Juvenile Justice	2,772.74
IDP	10,675.55	Job Center	113,267.74
Outpatient Ser	434.00		

Supervisor Fell moved the bills, seconded by Supervisor Grahn with unanimous approval. APPROVED.

Resolution Awarding Contract for Food Services at the Youth Services Center: Citizen Representative Weaver-Landers moved the resolution, seconded by Supervisor Thomas. Ms. Mooren presented the resolution awarding the contract for food services at the YSC. She explained

a RFP was sent out and two of eight vendors responded. One of the two vendors responded that they would contract contingent upon receipt of the jail contract. They did not get the jail contract, therefore, we could not contract with them. Aramark was the vendor selected.

Supervisor Owens suggested following up and contacting the vendors that did not respond, to better understand why we did not get more bids. The resolution was unanimously approved. APPROVED.

Resolution Recognizing Cyndy Garcia's Retirement: Citizen Representative Weaver-Landers moved the resolution, seconded by Supervisor Fell. Ms. Thompson presented the resolution recognizing Cyndy Garcia's retirement. Ms. Garcia worked in LTS for six years, and worked for the County a total of 26 years. Ms. Garcia started working in the nursing home and in-patient psych unit. She has always loved working with people with mental illness. The majority of her work involved working with individuals with mental illness no matter what Division she worked in.

Ms. Garcia did excellent work in LTS, and went above and beyond for her clients. She cared for her clients very much. The resolution was unanimously approved. APPROVED.

Resolution Recognizing Rita Leyes' Retirement: Citizen Representative Weaver-Landers moved the resolution recognizing Rita Leyes' retirement, seconded by Supervisor Thomas. Ms. Thompson presented the resolution and explained Ms. Leyes has worked for the County for over 37 years. She started in the Guardianship program, then she went to a position in the Adult Services Division working in the Supportive Homecare Program. She also worked additional hours by taking the after-hours pager for CPS. In the early 1980's, she took her final position in the County as the Adult Family Home Coordinator. She has been an invaluable asset to the County staff she works with, the homes she certifies, and the clients who benefit from the program. The resolution was unanimously approved. APPROVED.

Resolution Awarding Contract for Construction of Renovated Space in the Job Center for the ADRC: Supervisor Owens moved the resolution, seconded by Supervisor Thomas. Mr. Boutwell presented the resolution awarding the contract for construction of renovated space in the Job Center for the ADRC. He explained seven general contractors submitted bids for the project. Scherrer of Burlington was determined to be the lowest qualified bidder in the amount of \$181,688. Demolition starts on January 2, 2013. Ms. Thompson explained four of the bids were within \$10,000 of each other, which makes her confident we have a solid bid. The resolution was unanimously approved. APPROVED.

Resolution Amending the 2013 Developmental Disabilities and Human Services Department Budgets for the Family Support Program: Citizen Representative Weaver-Landers moved the resolution, seconded by Supervisor Thomas. Mr. Boutwell presented the resolution and explained the CLTS waiver program makes Medicaid funding available to serve children who have substantial limitations and are being served by either the DD Board or the HSD.

The State of Wisconsin wants all Children's LTS services to be administered and reported to the State by one entity. The 2013 Adopted County Budget placed the funds for the CLTS program in the HSD Budget. However, the Family Support dollars should also have been moved into the HSD Budget. This amendment will simplify the administration and tracking of funds. The resolution was unanimously approved. APPROVED.

Director's Report:

- ESNW-2 Caseload:
The W-2 numbers are currently at 159 cases.

Ms. Klyve advised there was an article in the Janesville Gazette about the YSC Alternatives to Corrections program.

Ms. Klyve advised the W-2 transition to Forward Services is going well. We will no longer be providing W-2 caseload counts in the future but may give ES numbers instead.

Ms. Klyve thanked the Board for their support on all the HSD initiatives throughout the year. She is thankful to the Division Managers, Supervisors and staff for making this a good year. She also thanked the Board for the Birthday greetings and all the great food.

Chair Knudson thanked staff and gave appreciation for all they do.

Committee Requests for Future Agenda Items: Chair Knudson wished everyone a Merry Christmas and safe holiday.

Ms. Kleven asked about the children Supervisor Wopat talked about at the previous meeting. Ms. Klyve explained Mr. Horozewski and Ms. Ruldolph will update the Board about this probably at the December 26th meeting.

Next Meeting: Wednesday, December 26, 2012 at 4:30 p.m., at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.

Adjournment: Supervisor Owens motioned to adjourn, seconded by Citizen Representative Kleven with unanimous approval at 5:08 p.m.

Jodi Parson, Administrative Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD