

ROCK COUNTY, WISCONSIN



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

**COUNTY BOARD STAFF COMMITTEE
TUESDAY – MAY 26, 2015 – 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 – May 12, 2015
4. Approval of Bills/Transfers/Pre-Approved Encumbrances
5. Resolutions
 - A. Deleting 1.0 FTE Vacant Economic Support Specialist Position and Creating a 1.0 FTE Lead Economic Support Specialist Position
 - B. Accepting Additional Income Maintenance Allocation and Amending the 2015 Budget to New FSET ABAWD Requirements and Creating 3.0 FTE New ES Project Positions
 - C. Amending and Approving the 2015 Base Wage Rates for Employees Covered by the Unilateral Pay Plan
6. Adjournment

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1500403	04/30/2015	BELOIT DAILY NEWS	1,482.65
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	2,738.76	0.00	1,482.65	10,778.59
COUNTY BOARD PROG TOTAL				1,482.65	

I have examined the preceding bills and encumbrances in the total amount of **\$1,482.65**

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: **MAY 26 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1914-0000-62104	CONSULTING SERV	P1500051	04/30/2015	TE BRENNAN COMPANY	1,322.10
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	3,081.30	0.00	1,322.10	10,596.60
RISK MANAGEMENT PROG TOTAL				1,322.10	

I have examined the preceding bills and encumbrances in the total amount of **\$1,322.10**

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: **MAY 26 2015**

Dept Head _____

Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve
INITIATED BY



Phil Boutwell
DRAFTED BY

Human Services Board
SUBMITTED BY

May 1, 2015
DATE DRAFTED

**DELETING 1.0 FTE VACANT ECONOMIC SUPPORT SPECIALIST POSITION AND
CREATING A 1.0 FTE LEAD ECONOMIC SUPPORT SPECIALIST POSITION**

- 1 **WHEREAS**, The Human Services Department requests that the County Board delete one vacant
- 2 Economic Support Specialist position and create one Lead Economic Support Specialist position; and,
- 3
- 4 **WHEREAS**, the 2015 Adopted Budget deleted an ACA Project Economic Support Supervisor because
- 5 of a 43% percent reduction in ACA funding from calendar year 2014 to calendar year 2015; and,
- 6
- 7 **WHEREAS**, the Human Services Department requests that the County Board in a separate resolution to
- 8 accept ABAWD funding and create three new ES Project positions paid for with state funding to address
- 9 the increased workload related to the FSET – ABAWD program changes; and,
- 10
- 11 **WHEREAS**, the supervisor to worker ratio of 1:12 places a large workload demand on the ES
- 12 Supervisors and another ES Lead position will greatly assist with directing the workflow, filling in for
- 13 worker absences, and giving line staff another “go to” person to answer questions and assist in solving
- 14 problems; and,
- 15
- 16 **WHEREAS**, the cost difference of creating the one Lead ES position is minimal and will be covered by
- 17 the deletion of 1.0 vacant ES worker and by current vacancies.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 20 this _____ day of _____, 2015 does hereby delete 1.0 Economic Support vacant worker
- 21 position and create one Lead Economic Support Specialist position.

Respectfully submitted,

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

Kathy Schurz
Kathy Schurz

Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice-Chair

Terry Thomas
Terry Thomas

Terry Bell
Terry Bell

Shirley Williams
Shirley Williams

Linda Garrett
Linda Garrett

Absent
William Grahn

Absent
Ashley Kleven

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

FISCAL NOTE:

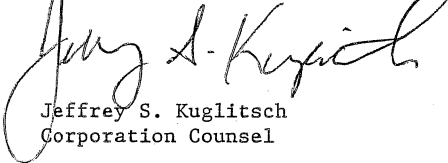
The 2015 cost difference between the two positions will be covered by current position vacancies.



Sherry Oja
Finance Director

LEGAL NOTE:

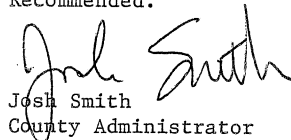
The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

As recently as December 31, 2014, there were five ES Supervisors. One of the Supervisors was a project position funded with ACA funding. The state reduced the ACA funding by 43% from calendar year 2014 to calendar year 2015. Thus, the 2015 Adopted Budget eliminated seven vacant ES project positions and one ES project Supervisor.

There is additional workload beginning April 1, 2015 with the advent of the state's initiative to make FoodShare Employment Training mandatory for able bodied adults without dependents. However, the workload has increased for the entire Division over the last three years. Call volume in the call center has tripled since January 2012. The number of applications for benefits is rising at the rate of 12% a year. The advent of the Affordable Care Act has meant an increase in caseloads.

The ES Lead worker would assist with large workloads, as well as answer questions and can be assigned where needed. The Lead would take some burden off the four Supervisors who have other duties besides direct supervision. The cost of deleting 1.0 vacant ES position and creating 1.0 Lead ES position is minimal and can be absorbed in the current budget.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve
INITIATED BY



Phil Boutwell
DRAFTED BY

Human Services Board
SUBMITTED BY

May 1, 2015
DATE DRAFTED

**Accepting Additional Income Maintenance Allocation and Amending the 2015
Budget due to New FSET ABAWD Requirements and Creating 3.0 FTE New ES
Project Positions**

1 **WHEREAS**, the 2013-15 State Budget modified the FoodShare Employment and Training (FSET)
 2 Program; and,
 3
 4 **WHEREAS**, beginning in April, 2015 all Able-bodied Adults without Dependents (ABAWD's
 5 between 18-49 years of age) will be required to participate in FSET in order to maintain their eligibility
 6 for FoodShare benefits; and,
 7
 8 **WHEREAS**, the Wisconsin Department of Health Services has issued an Addendum to the Income
 9 Maintenance contract between the State of Wisconsin and the Southern Consortium to provide
 10 \$354,074 supplemental funding for the Southern Consortium; and,
 11
 12 **WHEREAS**, Rock County serves as the fiscal agent for the Southern Consortium and therefore accepts
 13 the funding effective April 1, 2015 and allocates it to the member counties based on their proportional
 14 share of Food Share ABAWD caseload; and,
 15
 16 **WHEREAS**, the Rock County HSD requests its \$230,936 share of funding be used to hire up to 3.0 FTE
 17 Project ES staff for the additional workload and support ABAWD related work in the ES Division that is
 18 associated with the State's initiative.
 19
 20 **NOW, THEREFORE, BE IT RESOLVED** the Rock County Board of Supervisors duly assembled
 21 this _____ day of _____, 2015 does hereby accept the additional IM Allocation and approves
 22 the creation of 3.0 FTE Project Economic Support Specialists and authorizes the Human Services
 23 Department to fill those positions; and,
 24

25 **BE IT FURTHER RESOLVED** that the 2015 Human Services Budget be amended as follows:

26	Budget	Increase	Amended
27	<u>5/1/15</u>	<u>(Decrease)</u>	<u>Budget</u>
28			
29	Account/Description		
30	Source of Funds		
31	36-3605-0000-42100	\$3,146,226	\$123,138
32	Federal Aid		\$3,269,364
33			
34	Use of Funds		
35	36-3605-0000-62119	\$3,151,956	\$123,138
36	Other Contracted Services		\$3,275,094
37			
38	Source of Funds		
39	36-3609-0000-42100	\$0	\$230,936
40	Federal Aid		\$230,936
41			
42	Use of Funds		
43	36-3609-0000-68201	\$0	\$230,936
44	ESS Allocation		\$230,936

Respectfully submitted,

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice Chair

Terry Fell
Terry Fell

Linda Garrett
Linda Garrett

Absent
William Grahn

Absent
Ashley Kleven

Kathy Schulz
Kathy Schulz

Terry Thomas
Terry Thomas

Shirley Williams
Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of 4-0

Mary Mawhinney
Mary Mawhinney, Chair

FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$354,074 in Federal Aid for the FSET ABAWD program and creates 3.0 FTE of new Project Economic Support Specialist positions. No County matching funds are required.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2015 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats. The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.

Jeffrey S. Kuglitsch
Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Executive Summary

The State contracted with Rock County Human Services for many years to perform education and training services known as the FoodShare Employment Training (FSET) Program. The goal of the Program was to make the FoodShare recipients job ready and to assist them with finding employment. That arrangement changed with the 2013-15 State Budget that authorized contracted agencies to operate the FSET program. On April 1, 2015 the Southwest Wisconsin Workforce Development Board (SWWDB) received the State FSET contract for Region 10, which includes Rock County. Thus, the SWWDB will administer the FSET Program for able bodied adults without dependents (ABAWDs), but the responsibility for the administration of their FoodShare benefits and potential related matters remains with the county.

New rules require that all ABAWDs ages 18-49 participate in the FSET Program in order to receive FoodShare benefits. It is estimated there will be approximately 3,300 individuals in the Southern Consortium, of which 2,153 individuals are within Rock County.

The FSET work requirement affects the Income Maintenance workload because Economic Support (ES) workers will spend more time processing and reviewing FoodShare cases to determine who is an ABAWD and whether each ABAWD qualifies for an exemption. The new FSET rules will likely result in SWWDB workers issuing sanctions to ABAWDs due to noncompliance. The ES case workers are responsible for making changes to benefit levels for those who do not meet the work requirements as well as re-enrolling compliant individuals. It is expected that the number of FSET recipients filing appeals will increase. ES workers process all appeals that result in administrative hearings thereby increasing the ES workload, therefore, Rock County HSD requests to create (3.0 FTE) new project Economic Support Specialists with the additional funding.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Amy Spoden, Acting HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

May 20, 2015
DATE DRAFTED

**AMENDING AND APPROVING THE
2015 BASE WAGE RATES FOR EMPLOYEES
COVERED BY THE UNILATERAL PAY PLAN**

- 1 **WHEREAS**, it is necessary to adjust the Unilateral Pay Plan periodically to ensure that it continues to
- 2 reflect salary rates which are competitive for those job classes covered by the Plan; and,
- 3
- 4 **WHEREAS**, the eight non-law enforcement labor units have received 2015 base wage increases of
- 5 1.5% effective January 1, 2015; and,
- 6
- 7 **WHEREAS**, it is proposed to increase the Unilateral Pay Plan by 1.5% effective January 1, 2015.
- 8
- 9 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors
- 10 assembled this _____ day of _____, 2015 does hereby approve the County's 2015
- 11 Unilateral Pay Plan by increasing each step by 1.5% effective January 1, 2015; and,
- 12
- 13 **BE IT FURTHER RESOLVED**, that all provisions of this resolution are for employees of record as
- 14 of the date of approval by the County Board.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney

Sandra Kraft, Vice Chair

Louis Peer

Eva Arnold

Alan Sweeney

Hank Brill

Terry Thomas

Betty Jo Bussie

AMENDING AND APPROVING THE 2015 BASE WAGE RATES FOR EMPLOYEES
COVERED BY THE UNILATERAL PAY PLAN

FISCAL NOTE:

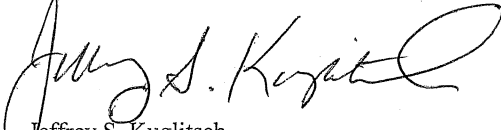
	<u>Base Compensation</u>	<u>Add'l Base Compensation</u>	<u>Wage Increase</u>	<u>Overall % Increase</u>
2015	\$21,171,694	\$257,757	1.5% eff. 1/1/2015	1.22%



Sherry Oja
Finance Director

LEGAL NOTE:

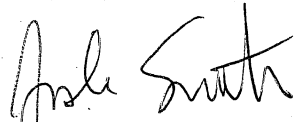
The County Board is authorized to take this action pursuant to Sec. 59.22 (2) (c) Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

AMENDING AND APPROVING THE 2015 BASE WAGE RATES FOR EMPLOYEES
COVERED BY THE UNILATERAL PAY PLAN

Executive Summary

The purpose of this resolution is to provide for salary increases for those County employees who are not covered by a labor agreement (unilaterals).

In 2015 employees in all of the eight non-law enforcement labor units received a 1.5% across the Board salary increase effective January 1, 2015.

To keep the unilaterals on pace with the labor units this resolution provides for a 1.5% across the board salary increase for the unilaterals effective January 1, 2015.