



**NOTE:**  
**Date and Time**

**COUNTY BOARD STAFF COMMITTEE  
THURSDAY – AUGUST 8, 2013 – 5:00 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 – June 11, 2013
4. Approval of Bills
5. Transfers
6. Pre-Approved Encumbrances
7. Resolutions
  - A. To Recognize Nichole Kumlien
  - B. Authorizing the Aging and Disability Resource Center (ADRC) of Rock County Advisory Committee
  - C. Jury Appreciation Month
8. Semi Annual Out of State Training and Conference Reports
  - A. Human Resources
  - B. Corporation Counsel
  - C. County Administrator
9. Claim
10. **EXECUTIVE SESSION:** Per Section 19.85(1)(g), Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation  
and  
Per Section 19.85(1)(e), Wis. Stats. Update on Collective Bargaining
11. Adjournment

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve  
INITIATED BY

Human Service Board  
SUBMITTED BY



Lance Horozewski  
DRAFTED BY

July 16, 2013  
DATE DRAFTED

**TO RECOGNIZE NICHOLE KUMLIEN**

1 **WHEREAS**, Nichole Kumlien has served the citizens of Rock County over the past 20 years  
2 as a dedicated and valued employee of Rock County; and,  
3  
4 **WHEREAS**, Nichole Kumlien began her career with the County in the Human Services  
5 Department as a Youth Care Worker. Nicole was then promoted to the position of Juvenile  
6 Detention Supervisor and finished her career in the Department of Human Services as a  
7 Juvenile Justice Specialist; and,  
8  
9 **WHEREAS**, Nichole Kumlien has proven herself to be a compassionate, caring, and  
10 committed Juvenile Justice Worker, always advocating for the youth and families she worked  
11 with, providing countless hours within the Juvenile Justice system, and was highly regarded  
12 by Juvenile Justice system stakeholders; and,  
13  
14 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock  
15 County, wishes to commend Nichole Kumlien for her achievements and long and faithful  
16 service to the Department and citizens of Rock County.  
17  
18 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,  
19 duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013, does hereby recognize Nichole Kumlien  
20 for her 21 years of service and extend best wishes to her in her future endeavors; and,  
21  
22 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish  
23 a copy of this resolution to Nichole Kumlien.

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

William Grahn  
William Grahn

Ashley Kleven  
Ashley Kleven

Absent  
Phillip Owens

Terry Thomas  
Terry Thomas

Absent  
Shirley Williams

Marvin Wopat  
Marvin Wopat

**COUNTY BOARD STAFF COMMITTEE**

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J. Russell Podzilni, Chair

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Sandra Kraft, Vice Chair

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Eva Arnold

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Henry Brill

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Betty Jo Bussie

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Mary Mawhinney

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Marilynn Jensen

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Louis Peer

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Kurtis L. Yankee

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve, Director  
INITIATED BY

Jennifer Thompson,  
LTS/ADRC Division Manager  
DRAFTED BY

Human Services Board,  
SUBMITTED BY



July 16, 2013  
DATE DRAFTED

**AUTHORIZING THE AGING AND DISABILITY  
RESOURCE CENTER (ADRC) OF ROCK COUNTY ADVISORY COMMITTEE**

1 **WHEREAS**, the State of Wisconsin has reached its goal to implement Aging and Disability Resource  
2 Centers statewide; and,

3  
4 **WHEREAS**, on March 13, 2013, the Aging and Disability Resource Center of Rock County opened its  
5 doors to the public and began supporting elderly, physically disabled, and developmentally disabled adults  
6 by providing information and assistance regarding community resources; and,

7  
8 **WHEREAS**, the Aging and Disability Resource Center of Rock County is required to form an Advisory  
9 Committee pursuant to Chapter 46.283 of the Wisconsin State Statutes to provide local guidance and  
10 oversight; and,

11  
12 **WHEREAS**, the ADRC of Rock County Advisory Committee will have nine members, of which one-  
13 fourth of the ADRC Advisory Committee must include client groups, their family members, guardians or  
14 other advocates reflective of the client populations served, therefore, the committee will include; one  
15 representative for physical disabilities, two representatives for developmental disabilities and three  
16 representatives for elderly with the remaining three members being one County Board member, one  
17 mental health representative and one individual from an agency or organization that works with the client  
18 populations; and,

19  
20 **WHEREAS**, the duties of the Aging and Disability Resource Center Advisory Committee will be as  
21 follows: develop the mission statement, represent all target groups, monitor and ensure the quality of  
22 services provided by the ADRC are of high standards, evaluate internal structure and policies, oversee the  
23 budget and monitor expenditures, ensure no conflicts of interest exist, review customer complaints to  
24 determine if there is a need to change policies and procedure or to recommend system changes, identify  
25 gaps in service delivery, and ensure the terms of the contract are fulfilled; and,

26  
27 **WHEREAS**, the Rock County Board of Supervisors believes the community will be served well by the  
28 Aging and Disability Resource Center which will provide one-central location to obtain needed  
29 information regarding the health, safety, and well-being of its citizens; and,

30  
31 **WHEREAS**, the creation of an ADRC Advisory Committee will provide additional oversight and be a  
32 positive influence to individuals receiving information and assistance to community resources.

33  
34 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
35 this \_\_\_\_\_ day of \_\_\_\_\_, 2013 hereby authorizes creation of an Aging and Disability Resource  
36 Center (ADRC) Advisory Committee to provide input and oversight as required by the State of  
37 Wisconsin.

38  
39 **BE IT FURTHER RESOLVED** that the County Board Chair be authorized to appoint the members of  
40 the ADRC Advisory Committee to be comprised of nine individuals representing the consumers of aging  
41 and disability (physical and developmental) services and local advocates for aging and disability services.

42  
43 **BE IT FURTHER RESOLVED**, that the County Board Chair shall appoint members to serve on the  
44 ADRC Advisory Committee for terms commencing on September 1, 2013, with one third to serve a term  
45 expiring on April 30, 2014, one third to serve a term expiring on April 30, 2015, and one third to serve a  
46 term expiring on April 30, 2016, with all subsequent appointments to be for a term of three years, except  
47 that any person appointed to fill a vacant position on the ADRC Advisory Committee shall be appointed  
48 for the remainder of the term of the position to which appointed.

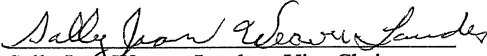
**AUTHORIZING THE AGING AND DISABILITY RESOURCE CENTER (ADRC) OF ROCK COUNTY ADVISORY COMMITTEE**

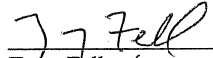
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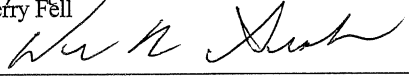
Respectfully submitted,

**HUMAN SERVICES BOARD**

  
\_\_\_\_\_  
Brian Knudson, Chair

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

  
\_\_\_\_\_  
Terry Fell

  
\_\_\_\_\_  
William Grahn

Absent

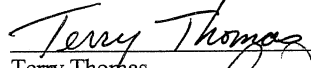
\_\_\_\_\_  
Ashley Kleven

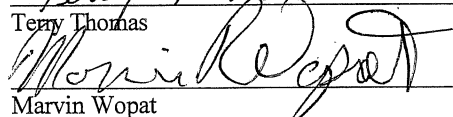
Absent

\_\_\_\_\_  
Shirley Williams

Absent

\_\_\_\_\_  
Phillip Owens

  
\_\_\_\_\_  
Terry Thomas

  
\_\_\_\_\_  
Marvin Wopat

**COUNTY BOARD STAFF COMMITTEE**

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Betty Jo Bussie

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Mary Mawhinney


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Louis Peer

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Kurtis Yankee

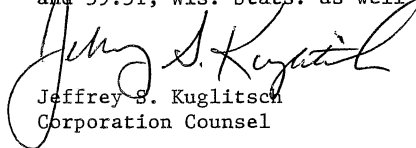
**FISCAL NOTE:**

Per County Board Rule IV-C, County Board Supervisors who are members of additional special, single purpose or ad hoc committees are eligible for per meeting allowances and mileage reimbursement. Citizen members of such committees shall be eligible for mileage reimbursement only.

  
Sherry Oja  
Finance Director

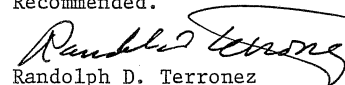
**LEGAL NOTE:**

The County Board is authorized to take this action pursuant to sections 59.01 and 59.51, Wis. Stats. as well as Rule IV-C of the County Board Rules.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

**ADMINISTRATIVE NOTE:**

Recommended.

  
Randolph D. Terronez  
Acting County Administrator

## **Executive Summary**

Since 1998, when the first Aging and Disability Resource Center opened in Wisconsin, the Department of Health Services has had an initiative to operate Aging and Disability Resource Centers in every county. On March 13, 2013 the Aging and Disability Resource Center of Rock County opened its doors and became the final resource center in the state to open and successfully fulfilled the statewide initiative.

Pursuant to Wisconsin State Statute 46.283, all Aging and Disability Resource Centers must have a local Advisory Committee appointed to provide guidance and oversight of the services provided by the resource center to the community. This nine-member committee will create the Aging and Disability Resource Center of Rock County's mission statement and will work with administrative staff to ensure this mission statement is followed by way of its policies, procedures, outreach, and service to the citizens of Rock County. It will also ensure fair service is provided to all the client populations served, including the elderly, physically disabled and developmentally disabled.

The nine-member committee will consist of individuals from the three target populations as well as mental health, and area agencies and/or organizations who represent the target populations. It is recommended the nine-individuals on the Aging and Disability Resource Center Advisory Committee serve terms commencing on September 1, 2013 and serve three-year terms with the exception of the first and second year in which one third of the committee will expire on April 30, 2014 and one third will expire on April 30, 2015 and in those situations in which a vacant position is filled mid-term.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Public Safety & Justice Committee  
INITIATED BY



Eldred Mielke  
DRAFTED BY

Public Safety & Justice Committee  
SUBMITTED BY

July 17, 2013  
DATE DRAFTED

JURY APPRECIATION MONTH

1 **WHEREAS**, The right to have a trial by fair and representative jury is an essential safeguard protected by both  
 2 the United States and Wisconsin Constitutions; and,  
 3  
 4 **WHEREAS**, Service as a juror in the Rock County Circuit Court is, along with voting, one of the most important  
 5 responsibilities of citizenship; and,  
 6  
 7 **WHEREAS**, The Wisconsin State Court System, partnering with the State Bar of Wisconsin, has established  
 8 September as Jury Appreciation Month, a time to publicly recognize the contribution of those who are summoned  
 9 and serve.  
 10  
 11 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this  
 12 \_\_\_\_\_ day of \_\_\_\_\_, 2013 does hereby supports the goals of Juror Appreciation Month:  
 13  
 14                                 • Educate the public about Jury duty and the importance of jury service, and  
 15                                 • Applaud the efforts of jurors who fulfill their civic duty, and  
 16                                 • Ensure that all jurors are treated with respect and that their service is not unduly  
 17 burdensome.  
 18  
 19 **BE IT FURTHER RESOLVED**, that the Rock County Board of Supervisors extends its sincere thanks and  
 20 appreciation to all employers who pay employees their normal wages while allowing them to serve as jurors,  
 21 preventing, financial hardship and fostering community strength.  
 22  
 23 **BE IT FINALLY RESOLVED**, that the Rock County Board of Supervisors honors the service and commitment  
 24 of citizens who perform jury duty, who by participating in the judicial process aid those elected to serve the  
 25 citizens of Rock County by preserving the rule of law, the basis for a free society.

Respectfully submitted,  
Public Safety & Justice Committee

County Board Staff Committee

\_\_\_\_\_  
Ivan Collins, Chair

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Sandra Kraft, Vice-Chair

\_\_\_\_\_  
Hank Brill

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Larry Wiedenfeld

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Hank Brill

\_\_\_\_\_  
Kurtis Yankee

\_\_\_\_\_  
Eva Arnold

ROCK COUNTY, WISCONSIN



Human Resources Dept.  
Rock County Courthouse  
51 South Main Street  
Janesville, WI 53545  
Phone: (608) 757-5520  
FAX: (608) 757-5512

**MEMORANDUM**

TO: Chair J. Russell Podzilni and Members  
of the County Board Staff Committee

FROM: Dave O'Connell  
Human Resources Director *DJO*

DATE: June 18, 2013

RE: Semi-Annual Report – Attendance at Trainings/Conventions/Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from my department has attended or will attend any training, convention or conference that exceeds the cost of \$1,000 per event, per employee during the first six months of 2013.


cc: Craig Knutson, County Administrator





**MEMORANDUM**

**TO:** County Board Staff Committee

**FROM:** Jeffrey S. Kuglitsch  
Corporation Counsel 

**DATE:** June 12, 2013

**RE:** Out-of-State Training and Conferences

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Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from my department has attended or will attend any training, conventions and conferences that exceed costs of \$1,000 per event, per employee during the first six months of 2013.

cc: Craig Knutson

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**MEMORANDUM**

**DATE:** July 1, 2013  
**TO:** County Board Staff Committee  
**FROM:** Craig Knutson, County Administrator *CK*  
**SUBJECT:** Out-of-State Training and Conferences

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As required by Resolution #06-9A-087, which requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that the County Administrator's Office did not have anyone who attended a conference that exceeded \$1,000 per event, per employee during the first six months of 2013.

CK/mb

MEM.OUT-OF-STATE



**MEMORANDUM**

**TO:** County Board Staff Committee  
**FROM:** Jeffrey S. Kuglitsch, Corporation Counsel  
**DATE:** July 25, 2013  
**RE:** Notice of Claim

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**CLAIMANT:** Allstate as subrogee for Michael Argue  
**DATE OF INCIDENT:** 2/12/2013  
**DATE OF NOTICE OF CLAIM:** May 14, 2013  
**AMOUNT CLAIMED:** \$10,730.65  
**NATURE OF CLAIM:** Auto accident between Sheriff's squad car and Argue vehicle when deputy initiated pursuit of another vehicle.  
**RECOMMENDATION:** Denial.