



Rock County Human Services Department  
P. O. Box 1649, 3530 N. County Trunk F  
Janesville, Wisconsin 53547-1649  
Phone: 608/757-5271  
Fax: 608/757-5374

**ROCK COUNTY HUMAN SERVICES BOARD**  
Wednesday, June 10, 2015 – 4:30 p.m.

**Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, Janesville**

**AGENDA**

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of May 27, 2015 \*
4. Citizen Participation
5. Submission of Committee Requests
6. Approval of Contracts, Transfers, and/or Encumbrance – Ms. Mooren
7. Approval of Bills \* – Mr. Zuehlke
8. Resolution to Recognize Foster Families \* – Ms. Salava
9. Fast Feet For Families Announcement – Mr. Titus
10. Presentation on the Child Protection Services Process – Mr. Horozewski
11. Presentation from Department of Children and Families – Ms. Thulli
12. Director's Report \*
  - Budget Updates
13. Next Meeting: Wednesday, **June 24, 2015** at **4:30 p.m.** at **Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room**, in Janesville, Wisconsin.
14. Adjourn

NOTE TO COMMITTEE MEMBERS: To ensure a quorum, please call the Administrative Secretary at 757-5271 if you are unable to attend the meeting.

\* Attachment    \*\* These items may be handed out at the meeting if not available for the mailing.

05550602

Rock County HSD

## COMMITTEE APPROVAL REPORT

06/03/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3603-0000-64908	CONTRIBUTIONS				
36-3603-3009			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	700.00
36-3603-3015			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	100.00
<b>SPECIAL HSD</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,000.00	1,293.34	543.18	800.00	5,363.48
36-3634-0000-64604	PROGRAM EXPENSE				
36-3834-1814			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	55.00
<b>CPS</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	107,748.00	65,891.64	18,499.18	55.00	23,302.18
36-3636-0000-64604	PROGRAM EXPENSE				
36-3636-0000			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	15.99
<b>INDEPEND LIVING</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,150.00	414.20	96.95	15.99	7,622.86
36-3655-0000-64604	PROGRAM EXPENSE				
36-3655-0000			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	48.00
<b>KINSHIP CARE</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	695.00	0.00	48.00	1,257.00
36-3702-0000-64604	PROGRAM EXPENSE				
36-3702-0000			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	600.00
<b>DRUG COURT</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,223.00	13,758.42	2,679.50	600.00	14,185.08
36-3707-0000-64604	PROGRAM EXPENSE				
36-3707-0000			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	495.00
<b>CCS</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	87,500.00	2,818.83	0.00	495.00	84,186.17
36-3713-0000-64604	PROGRAM EXPENSE				
36-3713-2015			06/01/2015	ROCK COUNTY HUMAN SERVICES DEP	500.00
<b>SHELTER PLUS</b>	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	14,220.00	2,035.00	0.00	500.00	11,685.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$2,513.99**  
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: \_\_\_\_\_ Dept Head \_\_\_\_\_  
Committee Chair \_\_\_\_\_

05550603

Rock County HSD

COMMITTEE APPROVAL REPORT

06/03/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3634-0000-64604	PROGRAM EXPENSE				
36-3634-1724			06/02/2015	CADD,PEG	250.00
36-3634-1724			06/02/2015	VETTER,JOAN	250.00
36-3634-1724			06/02/2015	ZIELKE,LAURIE L	375.00
36-3634-1803			06/02/2015	HOARD,LISA	120.00
36-3634-1803		P1500637	06/02/2015	JANESVILLE TRANSIT SYSTEM	260.00

CPS	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	107,748.00	64,691.64	18,499.18	1,255.00	23,302.18

36-3642-0000-64604	PROGRAM EXPENSE				
36-3642-0000		P1500639	06/02/2015	SHOPKO INC #130	337.97

REUN SUPPORT	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	148,896.00	8,172.62	0.00	337.97	140,385.41

I have examined the preceding bills and encumbrances in the total amount of **\$1,592.97**  
 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: \_\_\_\_\_ Dept Head \_\_\_\_\_  
 \_\_\_\_\_ Committee Chair \_\_\_\_\_

page 3 of 8

OSS50601

Rock County HSD

COMMITTEE APPROVAL REPORT

06/03/2015

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
36-3602-0000-62119	OTHER SERVICES				
36-3602-0000		P1500670	05/12/2015	OFFICE PRO	39.12
	Budget		YTD Exp	YTD Enc	Pending
<b>OVERHEAD</b>	32,037.00		4,422.74	2,010.75	39.12
					Closing Balance
					25,564.39
36-3602-0000-63100	OFC SUPP & EXP				
36-3602-0000			05/26/2015	CARLSON, JAN	8.09
36-3602-0000		P1500587	04/30/2015	WISCONSIN DEPARTMENT OF JUSTIC	100.00
	Budget		YTD Exp	YTD Enc	Pending
<b>OVERHEAD</b>	74,288.00		18,274.04	74.95	108.09
					Closing Balance
					55,830.92
36-3602-0000-63200	PUBL/SUBCR/DUES				
36-3602-0000		P1502069	05/18/2015	STATE BAR OF WISCONSIN	490.00
	Budget		YTD Exp	YTD Enc	Pending
<b>OVERHEAD</b>	3,159.00		3,140.26	0.00	490.00
					Closing Balance
					(471.26)
36-3603-0000-64605	NON-REIMB EXP				
36-3603-0000		P1500577	05/14/2015	SENTRY FOOD STORE	3.50
	Budget		YTD Exp	YTD Enc	Pending
<b>SPECIAL HSD</b>	6,500.00		1,463.30	34.95	3.50
					Closing Balance
					4,998.25
36-3603-0000-64908	CONTRIBUTIONS				
36-3603-3009			05/12/2015	MILLS, SHAWNA	42.00
36-3603-3022		P1502023	05/21/2015	DISPLAYS 2 GO	168.39
	Budget		YTD Exp	YTD Enc	Pending
<b>SPECIAL HSD</b>	8,000.00		1,882.95	543.18	210.39
					Closing Balance
					5,363.48
36-3634-0000-62119	OTHER SERVICES				
36-3634-5014		P1502076	05/04/2015	ABA OF WISCONSIN ILLINOIS LLC	450.00
36-3634-5015		P1502149	05/29/2015	HOPE CHILD AND FAMILY COUNSEL	1,860.00
	Budget		YTD Exp	YTD Enc	Pending
<b>CPS</b>	109,990.00		123,437.83	18,600.00	2,310.00
					Closing Balance
					(34,357.83)
36-3634-0000-62503	INTERPRETER FEES				
36-3634-0000		P1500641	05/12/2015	SWITS LTD	247.50
	Budget		YTD Exp	YTD Enc	Pending
<b>CPS</b>	1,500.00		4,372.50	0.00	247.50
					Closing Balance
					(3,120.00)
36-3634-0000-64604	PROGRAM EXPENSE				
36-3634-0000		P1502021	05/11/2015	LIVING LEGACY PRODUCTIONS INC	52.00
36-3634-1803		P1502145	04/30/2015	CHILDRENS SERVICE SOCIETY OF W	1,182.50
36-3634-1803		P1502154	04/30/2015	CHILDRENS SERVICE SOCIETY OF W	2,559.15
36-3634-1814		P1500532	04/30/2015	BELOIT DAILY NEWS	22.21
36-3634-1814		P1500544	05/08/2015	GREGG INVESTIGATIONS INC	170.00
	Budget		YTD Exp	YTD Enc	Pending
<b>CPS</b>	107,748.00		61,960.78	18,499.18	3,985.86
					Closing Balance
					23,302.18
36-3646-0000-62119	OTHER SERVICES				
36-3646-5009		P1502144	04/28/2015	FFT LLC	1,689.23

COMMITTEE: SS - HUMAN SERVICES

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>JUVENILE JUSTICE</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		185,813.00	52,090.73	20,635.10	1,689.23	111,197.94
36-3659-0000-62119	OTHER SERVICES					
36-3659-0000		P1502074	04/27/2015	MARTYNA,BRYN L		1,320.57
36-3659-0000		P1502150	05/15/2015	MARTYNA,BRYN L		2,750.00
<b>DMC</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		0.00	9,200.00	0.00	4,070.57	(13,270.57)
36-3664-0000-61915	CERT/LIC/OTHER					
36-3664-0000		P1500538	05/14/2015	DEAN HEALTH SYSTEMS		144.00
<b>YOUTH SERVICES</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		5,169.00	1,605.00	0.00	144.00	3,420.00
36-3664-0000-63400	OPERATING SUPPLI					
36-3664-0000			05/22/2015	GERBER,CARRIE		24.25
36-3664-0000		P1500535	05/13/2015	BOB BARKER COMPANY INC		137.03
36-3664-0000		P1500633	05/20/2015	DE VERE COMPANY INC		176.22
36-3664-0000		P1502101	04/29/2015	GENERAL COMMUNICATIONS INC		175.00
<b>YOUTH SERVICES</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		44,734.00	18,857.27	975.89	512.50	24,388.34
36-3683-0000-64200	TRAINING EXP					
36-3683-0000		P1502103	05/20/2015	ROCK MED LTC PHARMACY		80.00
<b>ADRC</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		4,665.00	1,798.99	0.00	80.00	2,786.01
36-3683-0000-64604	PROGRAM EXPENSE					
36-3683-0000			05/26/2015	SCHMIDT,AMBER		105.75
36-3683-0000		P1500540	05/18/2015	E AND D WATER WORKS INC		17.25
36-3683-0000		P1501651	05/31/2015	HOUCK TRANSIT ADVERTISING		4,030.00
36-3683-0000		P1502078	05/18/2015	HPL FRIENDS		25.00
<b>ADRC</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		30,000.00	6,077.30	175.49	4,178.00	19,569.21
36-3689-0000-62119	OTHER SERVICES					
36-3689-0000		P1502143	05/06/2015	WOODLAND ENHANCED HEALTH SERVI		1,923.90
<b>CRISIS</b>		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		1,650,011.00	357,477.54	940,852.16	1,923.90	349,757.40
36-3689-0000-64604	PROGRAM EXPENSE					
36-3689-0000			03/23/2015	PICK N SAVE MEGA FOOD CENTER		24.62
36-3689-0002			05/06/2015	GRANDVIEW APARTMENTS		480.00
36-3689-0002			05/19/2015	MOTEL 6		294.92
36-3689-0002			05/12/2015	QUALITY INN		449.94
36-3689-0002		P1500539	05/15/2015	DRIFTWOOD MOTEL		260.00
36-3689-0002		P1500561	03/31/2015	NORTHERN TOWN MOTEL		230.00
36-3689-0004		P1500546	05/14/2015	HOMECARE PHARMACY LLC		446.01
36-3689-0004		P1500551	05/12/2015	KEALEY PHARMACY		86.85

*transfer coming*

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
36-3689-1226		P1502146	05/01/2015	HEARTWARMING HOUSE	3,624.37	
<b>CRISIS</b>	Budget 421,300.00		YTD Exp 85,479.14	YTD Enc (0:00)	Pending 5,896.71	Closing Balance 329,924.15
36-3690-0000-62119	OTHER SERVICES					
36-3690-0000		P1500559	05/21/2015	NEEDY MEDS INC	34.00	
<b>OUTPATIENT SER</b>	Budget 66,127.00		YTD Exp 25,910.57	YTD Enc 36,498.00	Pending 34.00	Closing Balance 3,684.43
36-3690-0000-62400	R & M SERV					
36-3690-0000		P1500524	04/16/2015	AARONS LOCK AND SAFE INC	39.80	
<b>OUTPATIENT SER</b>	Budget 400.00		YTD Exp 299.20	YTD Enc 280.00	Pending 39.80	Closing Balance (219.00)
36-3690-0000-64200	TRAINING EXP					
36-3690-0000		P1502102	05/20/2015	PESI	99.99	
<b>OUTPATIENT SER</b>	Budget 48,170.00		YTD Exp 9,245.41	YTD Enc 0.00	Pending 99.99	Closing Balance 38,824.60
36-3694-0000-62119	OTHER SERVICES					
36-3694-0000		P1502142	04/30/2015	COMMUNITY ACTION INC OF ROCK &	5,717.69	
<b>AODA INNER CITY</b>	Budget 46,500.00		YTD Exp 10,760.69	YTD Enc 0.00	Pending 5,717.69	Closing Balance 30,021.62
36-3696-0000-64604	PROGRAM EXPENSE					
36-3696-0000		P1501706	04/08/2015	NATIONAL ASSOCIATION OF DRUG C	700.00	
36-3696-0000		P1501707	04/08/2015	SPRINGHILL SUITES ALEXANDRIA	891.52	
<b>TAP</b>	Budget 30,396.00		YTD Exp 2,800.00	YTD Enc 116.56	Pending 1,591.52	Closing Balance 25,887.92
36-3697-0000-62503	INTERPRETER FEES					
36-3697-0000		P1500641	05/12/2015	SWITS LTD	437.50	
<b>CFIS</b>	Budget 500.00		YTD Exp 426.00	YTD Enc 0.00	Pending 437.50	Closing Balance (363.50)
36-3700-0000-62119	OTHER SERVICES					
36-3700-1331		P1500531	05/23/2015	BELOIT AREA	80.00	
<b>AODA BLOCK GRANT</b>	Budget 224,912.00		YTD Exp 170,870.49	YTD Enc 3,015.00	Pending 80.00	Closing Balance 50,946.51
36-3701-0000-64604	PROGRAM EXPENSE					
36-3701-0000		P1500551	05/11/2015	KEALEY PHARMACY	6.00	
<b>JUSTICE&amp;MH COLLA</b>	Budget 0.00		YTD Exp 119.85	YTD Enc 0.00	Pending 6.00	Closing Balance (125.85)
36-3702-0000-64604	PROGRAM EXPENSE					
36-3702-0000		P1500540	05/13/2015	E AND D WATER WORKS INC	17.25	

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
<b>DRUG COURT</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	31,223.00		14,341.17	2,679.50	17.25	14,185.08
36-3705-0000-64604 36-3705-0000	PROGRAM EXPENSE		05/15/2015	LAKE-CISMESIA,AMANDA		18.78
<b>JJ AODA</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	11,134.00		5,935.66	0.00	18.78	5,179.56
36-3706-0000-62400 36-3706-0000	R & M SERV	P1500524	04/24/2015	AARONS LOCK AND SAFE INC		76.00
<b>CSP</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,300.00		0.00	1,300.00	76.00	(76.00)
36-3706-0000-64604 36-3706-5030	PROGRAM EXPENSE		05/28/2015	GENSLER,SHERRY		3.40
<b>CSP</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	755,674.00		264,012.06	0.00	3.40	491,658.54
36-3707-0000-64604 36-3707-0000	PROGRAM EXPENSE		05/18/2015	BAUMEISTER,SARAH		10.08
<b>CCS</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	87,500.00		3,303.75	0.00	10.08	84,186.17
36-3730-0000-62119 36-3730-1000	OTHER SERVICES	P1500575	05/20/2015	SAFEWAY PEST CONTROL		95.00
<b>JOB CENTER</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	128,734.00		29,654.12	29,185.88	95.00	69,799.00
36-3730-0000-62400 36-3730-1000	R & M SERV	P1502151	05/07/2015	DEGARMO PLUMBING INC		200.00
<b>JOB CENTER</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	137,291.00		7,764.52	0.00	200.00	129,326.48
36-3730-0000-67161 36-3730-1000	CA \$5,000/MORE	P1501363	05/16/2015	HENRICKSEN		84.26
<b>JOB CENTER</b>	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	40,000.00		9,618.21	0.00	84.26	30,297.53



Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$34,400.64**  
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B. Bills under \$10,000 to be paid.  
C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_  
Committee Chair \_\_\_\_\_

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

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

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve  
INITIATED BY



Charmian Klyve  
DRAFTED BY

Human Service Board  
SUBMITTED BY

April 20, 2015  
DATE DRAFTED

**TO RECOGNIZE ROCK COUNTY FOSTER FAMILIES**

1 **WHEREAS**, the family, serving as the primary source of love, learning, self-esteem and  
2 nurturing, is the very foundation of our communities; and,  
3

4 **WHEREAS**, being a Foster Parent requires specialized training, the ability to work  
5 cooperatively with service providers, and personal qualities which include: flexibility,  
6 tolerance, patience, humor and an understanding of the unique challenges of working within  
7 the child welfare system; and,  
8

9 **WHEREAS**, in Rock County there are more than 122 children and youth in foster care being  
10 provided with a safe, secure and stable home due to the compassion and nurturing of a Foster  
11 Family or Relative Care Provider; and,  
12

13 **WHEREAS**, more than 60 Rock County Foster Families, who open their homes and hearts to  
14 children and families who are in crisis, play a vital role in helping them heal and reunify or  
15 launching children into successful adulthood; and,  
16

17 **WHEREAS**, Foster Families also frequently adopt and offer permanency to foster children,  
18 resulting in a continuous need for more Foster Families; and,  
19

20 **WHEREAS**, there are numerous individuals, and public and private organizations who work  
21 to increase public awareness of the needs of children in and leaving foster care, in addition to,  
22 the enduring and valuable contribution of foster parents, and the foster care "system" is only  
23 as good as those who choose to be a part of it; and,  
24

25 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock  
26 County, wishes to recognize the significance of Foster Families in our county for their  
27 dedication to the families and children of Rock County; and,  
28

29 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,  
30 duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015, does hereby recognize Rock County  
31 Foster Families for the dedicated and compassionate service they provide; and,  
32

33 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish  
34 a copy of this resolution to the Rock County Foster Care Unit Supervisor for sharing with  
35 Licensed Rock County Foster Families and with staff.

To Recognize Rock County Foster Care Families  
Page 2

Respectfully Submitted,

Human Services Board

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

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

\_\_\_\_\_  
Sally Jean Weaver-Landers

\_\_\_\_\_  
Kathy Schulz

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

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

\_\_\_\_\_  
Linda Garrett

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

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

**ROCK COUNTY HUMAN SERVICES DEPARTMENT  
DIRECTOR'S REPORT  
Wednesday, June 10, 2015**

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**HSD MANAGEMENT TEAM MEETING – May 19, 2015**

Meeting Cancelled.

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**HSD MANAGEMENT TEAM MEETING – June 2, 2015**

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Praise and Recognition**
- **Labor Meeting June 4<sup>th</sup> 8:30 am**
- **Code of Conduct Post on Intranet**
- **Record of Receipt 2015 Rock P&P Updates**
- **Policy 0123**
- **Job Center Telephone Bills**
- **IT Room Access**

INFORMATION ITEMS

**HSD Board Agenda**

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