



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, December 16, 2009 – 4:00 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:00 p.m. on Wednesday, December 16, 2009, in the 1<sup>st</sup> floor Auditorium at the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; William Grahn, Supervisor; Marv Wopat, Supervisor; Terry Thomas, Supervisor; Phillip Owens, Supervisor; Susan Masterson, Citizen Representative; Sally Jean Weaver-Landers, Citizen Representative; Minnie Murry, Citizen Representative and Jennifer Bishop, Supervisor.

**Committee Members Absent:** None.

**Staff Present:** Charmian Klyve, Director; Jason Witt, Deputy Director; Mike Jones, Administrative Services Manager; and Cindy Schultz, Controller.

**Others Present:** Joshua Smith, County Administrator's Office.

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

**Approval of Minutes of Human Services Board meeting of November 25, 2009:** Supervisor Wopat moved the minutes be approved as presented, seconded by Supervisor Grahn with unanimous approval. APPROVED.

**Citizen Participation:** None.

**Approval of Contracts, Transfers, and/or Encumbrances:** Mr. Jones presented eight contracts and several encumbrances for approval and responded to questions. Supervisor Owens requested further detail on encumbrances in the future as well as base rates on Contract Review cover sheets. Supervisor Thomas moved to approve the contracts and encumbrances, seconded by Supervisor Wopat with unanimous approval. APPROVED.

**Approval of Vendor for Multi-Function Copier Machines for JDC and LTS:** Mr. Jones presented RFP results for copier machine purchases in JDC and LTS. The resulting accepting bid was approved by the Department Head. Citizen Representative Weaver-Landers moved to accept the bid by IKON with the lowest incoming bid. Supervisor Grahn seconded with unanimous approval. APPROVED.

**Approval of Bills:** Ms. Schultz presented the bills for approval and responded to questions.

Child/Fam Incent	6,072.57	Overhead	220.00
Job Center	34,638.97	W-2 Admin	22,804.10

Supervisor Owens moved to approve the bills as presented, seconded by Supervisor Grahn with unanimous approval. APPROVED.

**Presentation of Juvenile Justice Division Independent Evaluator:** Mr. Moeser and Mr. Liddell presented their report on the independent evaluator report resulting from their evaluation of the Juvenile Justice Division.

Main areas of their report were reviewed with the Board and Mr. Moeser and Mr. Liddell responded to questions raised by the board after their review.

Members of the audience were provided a sign in sheet to request a copy of this report. Mr. Moeser and Mr. Liddell will be returning in January to a HSD Board meeting to respond to further questions by the Board once they have had an opportunity to review it further.

**Discussion of date for the next HSD Board meeting:** The Board unanimously agreed to next meet on **Monday, December 21, 2009** starting at **4:30 p.m. in the 3<sup>rd</sup> Floor Conference Room at the Rock County Health Care Center, Janesville, WI**, rather than the Wednesday date of December 23rd.

**Adjournment:** Supervisor Wopat motioned to adjourn, seconded by Supervisor Thomas, with unanimous approval at 6:55 p.m.

---

Kim Roehl, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**