

**COUNTY OF RACINE
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Q. A. Shakoor, II, Chairman
Supervisor Robert N. Miller, Vice Chairman
Supervisor Thomas H. Pringle, Secretary
Supervisor Janet Bernberg
Supervisor Brett Nielsen

Supervisor Donnie E. Snow
Supervisor John A. Wisch
Ryan Anderson, Youth in Governance Representative
Ruby Ward, Youth in Governance Representative

*** THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. ***

NOTICE OF MEETING OF THE
FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **Wednesday June 21, 2017**

TIME: **5:00 pm**

PLACE: **IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177**

AGENDA –

1. Convene Meeting
2. Chairman Comments – Youth In Governance/Comments
3. Public Comments
4. Approval of Minutes from the June 7, 2017, 2017 committee meeting.
5. Sheriff's Office – Sheriff Christopher Schmaling – Authorize a Sole Source contract between Racine County Sheriff's Office and the Racine County Sheriff's Chaplaincy Council to provide chaplaincy services for its inmate and the Racine County Sheriff Office Staff effective as of the 1st of the month after the last date signed by either party – 2017 – Resolution – 1st Reading at the June 27, 2017 County Board Meeting.
6. Transfers:
 - a. Sheriff's Office – Sheriff Christopher Schmaling – Authorize a contract with the State of Wisconsin Department of Corrections for temporary housing with the Racine County Jail, Transfer of \$258,402 within the Jail 2017 Budget, Transfer of \$11,376 from the Jail 2017 Budget to the Sheriff's 2017 Budget, Transfer of \$10,566 from the Jail 2017 Budget to the Jail Commissary 2017 Budget and authorizing the creation of 5 Correctional Officers – Sunset positions and purchase of equipment – 2017 – Resolution – 1st & 2nd Reading at the June 27, 2017 County Board Meeting.

- b. Public Works – Julie Anderson – Authorizing the transfer of \$65,000 within the Public Works – Fleet 2017 Budget and authorizing the purchase of capital equipment – AWSP – Mastic Machine – 2017 - Resolution – 1st & 2nd Reading at the June 27, 2017 County Board Meeting.
- c. Finance Department – Transfer of \$500,000 within the General Fund 2016 Budget to finalize the 2016 accounts – 2016 - Resolution – 1st & 2nd Reading at the June 27, 2017 County Board Meeting.
- d. Finance Department – Transfer of \$1,680,166 within the Ridgewood Care Center 2016 Budget to finalize the 2016 accounts – 2016 – Resolution – 1st & 2nd Reading at the June 27, 2017 County Board Meeting.

7. Closed Session – 5:30 P.M. (Approximately 5 Minutes) - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(c) OF THE WISCONSIN STATE STATUTES TO DISCUSS LEGAL COUNSEL THE FOLLOWING CLAIM AGAINST RACINE COUNTY: 1) ROBERTSON & RYAN ASSOCIATES INSURANCE ON BEHALF OF CARLSON ROOFING & SHEET METAL.

THE COMMITTEE RESERVES THE RIGHT TO RECONVENE IN REGULAR SESSION TO TAKE POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

8. Regular Session – 5:40 p.m. (Approximate)

9. Communication Referrals from County Board Meeting:

a) Robertson Ryan & Associates on behalf of Carlson Racine Roofing & Sheet Metal Company has filed a claim against Racine County Sheriff’s department for property damage in the amount of \$1,062.26

b) Foreclosure items:

Attorney	Lending Company	Person/Persons	Amt. owed Racine CO
Patricia C. Lonzo	Wells Fargo Bank	Danon R. & Amber Holman	\$821.50
Cord J. Harris	Wells Fargo Bank	Charlene S. Hall	\$1,283.13

c) Bankruptcy items:

Type of Action:	Person/Persons
Notice & Motion to Dismiss – Confirmed Plan	Arthur Thompson; Debra J. Killips; Joanna Howze; Kevin & Lori Marion; Rosa Isela Maldonado; Sedrick D. & Luciana A. Gray; Gwendolyn Delores Clark
Notice of Chapter 13 Bankruptcy Case	Darlene P F Gordon; Eric L & Loretha Patton Sr.; Mary Denise Story;
No Proof of Claim Deadline	Edward Oscar Endl;
Order Dismissing Case	Steven S. Labucki;

Order of Discharge	Doris Lynn Strickland; Brittany Ivy Talley; Kristina Ingersoll; Jeffrey C. & Lucinda L. Ohrwall II; Tony Heinz & Toni Ann Radunz; Mark Edward & Nancy Lou Balcer;
Case Closed without a Discharge	Dale Lee Philip; Santos Moreno Jr;
Granting Debtor's Motion to Continue Automatic Stay	Laura Ann Wyse;
Request to Modify Chapter 13 Plan	Joseph J. & Connie L. Cyprar

10. Staff Report – No Action Items.

- a. Next Finance & Human Resources Committee meeting is July 19, 2017

11. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance Dept

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 6/21/2017

**Signature of Committee Chairperson
/Designee:** _____

Description: Minutes from the June 7, 2017 Finance & Human Resources Committee Meeting.

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
June 7, 2017

IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Shakoor, Supervisors Bernberg, Miller, Pringle, Snow and Wisch, Youth Representative Anderson and Ward, County Board Chairman Clark and County Board Vice Chairman Zenner-Richards, County Executive Jonathan Delagrave, Chief of Staff MT Boyle, Human Resources Director Karen Galbraith, Finance & Budget Manager Kris Tapp, Public Works & Development Service Director Julie Anderson, Accounting Supervisor Alex Klosterman, Assistant Corporation Counsel John Serketich, Andrew Dodge & Sarah Berndt from Johnson Bank.

Excused: Supervisors Bernberg and Nielsen.

Agenda Item #1 - Convene Meeting

Meeting Called to Order at 5:02 pm by Chairman Shakoor.

Agenda Item #2 – Chairman Shakoor – Youth In Governance/Comments

Chairman Shakoor read the Youth in Governance statement.

Agenda Item #3 – Introduction of New Youth in Governance Members to the Finance & Human Resources Committee

Ruby Ward – 9th Grade – Walden
Ryan Anderson – 11th Grade - Prairie.

Agenda Item #4 – Public Comments

None.

Agenda Item #5 – Approval of Minutes from the May 17, 2017 Meeting.

Action: Approve the minutes from the May 17, 2017 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #6 – County Executive – Jonathan Delagrave – Authorize a Donation of \$1,500 to Downtown Racine Corporation for the 30 years of Life on the Lake Celebration – 2017 - Report.

Action: Approve the donation of \$1,500 to Downtown Racine Corporation for the 30 years of Life on the Lake Celebration – 2017 - Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays. Youth Ruby Ward abstained.

Agenda Item #7 – Finance Department – Authorize a Three-Year Contract with Johnson Bank for banking services for Racine County – 2017 – Resolution – 1st Reading at the June 13, 2017 County Board Meeting.

Action: Approve the Three-year contract with Johnson Bank for banking services for Racine County – 2017 – Resolution – 1st Reading at the June 13, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #8 – County Treasurer – Jane Nikolai – Donation of Various In Rem Properties to Several Municipalities – 2017 – Resolution – 1st & 2nd Reading at the June 13, 2017 County Board Meeting.

Action: Approve the donation of various In-Rem Properties to several municipalities – 2017 – Resolution – 1st & 2nd Reading at the June 13, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #9 - Requests for Transfer

9a – Public Works – Julie Anderson – Transfer the Car Pool Fleet vehicles from Fund 66 – Fleet Internal Service Fund to New Cost Center in the General Fund as of 1/1/17 – 2017 – Report.

Action: Authorize the transfer of the car pool fleet vehicles from Fund 66 – Fleet Internal Service Fund to New Cost Center in the General Fund as of 1/1/17 – 2017 – Resolution – 1st Reading at the June 13, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

9b – Public Works – Julie Anderson – Use of Public Works reserves to fund Capital Project – Simplex Fire Alarm System authorized by the Public Works, Parks and Facilities Committee meeting on April 27, 2017 and transfer of \$205,398 within the Public Works 2017 Budget – Resolution – 1st & 2nd Reading at the June 13, 2017 County Board Meeting.

Action: Authorize the Use of Public Works reserves to fund Capital Project – Simplex Fire Alarm System authorized by the Public Works, Parks and Facilities Committee meeting on April 27, 2017 and transfer of \$205,398 within the Public Works 2017 Budget – 2017 – Resolution – 1st & 2nd Reading at the June 13, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #10 – Human Resources – Karen Galbraith – Revision to the Performance Review Policy – Action of the Committee only.

Action: Authorize the revision to the Performance Review Policy – Action of the Committee only. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Director Galbraith provided two handouts – 1) NEOGOV – Executive Summary 2) Living as a Leader

Agenda Item #11- Communication Referrals from County Board Meeting:

Action: Receive and file items a –b. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Agenda Item #12 – Miscellaneous

Staff provided two handouts for the new Youth members – 1) Calendar of FHR & County Board Meeting Dates 2) Contact list with Emails

Agenda Item #12- Adjournment

Action: Adjourn the meeting at 5:55 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nay

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2017</u>	X 	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Sheriff's Office - Sheriff Christopher Schmaling

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/21/2017 Date of County Board Meeting to be Introduced: 6/27/2017

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Authorize a sole source contract between Racine County Sheriff's Office and the Racine County Sheriff's Chaplaincy Council to provide chaplaincy services for its inmate and the Racine County Sheriff Office Staff effective as of the 1st of the month after the last date signed by either party

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.



RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237

(262) 886-2300 FAX (262) 637-5279

Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

June 12, 2017

To: Q. A. Shakoor, II
Chairman, Finance and Human Resources Committee

From: Sheriff Christopher Schmaling

Ref: Racine County Jail Chaplaincy Services

The Sheriff's Office is requesting a resolution authorizing the County to enter into a Memorandum of Understanding with Racine County Sheriff's Chaplaincy Council, for the Racine County Jail chaplaincy services. The Memorandum of Understanding would be until the end of this year and renewable annually thereafter. The Sheriff's Office would like the Racine County Sheriff's Chaplaincy Council to provide chaplaincy services for its inmates and the Racine County Sheriff Office staff.

The Racine County Jail Chaplain program caters to diverse inmate religious beliefs. The Racine County Sheriff's Chaplaincy Council brings different views and resources into our jail chaplaincy program. Racine County Sheriff's Chaplaincy Counsel will provide a full-time position (40 hours per week) to provide the contracted services. Here are some of the services that will be provided by the Racine County Sheriff's Chaplaincy Council:

- a) Conducting, arranging, and/or coordinating religious and workshop services and Bible studies for Racine County Jail inmates.
- b) Notification to inmates of availability, eligibility, and schedules of religious services and programs available in the jail.
- c) Conducting and/or arranging counseling services for inmates.
- d) Assisting in the program participation and volunteer screening process. Providing orientation and training on facility operations for all volunteers.
- e) Working with Jail Administration on identification of religious items that may be kept on an inmate's person or in the cell.
- f) Working with Jail Administration on identifying religious meals and notifying the jail kitchen of such.
- g) Working with Unified School District to provide educational programming for inmates who are under 18 years of age consistent with the requirements of the Department of Public Instruction.
- h) Conducting, arranging, and/or coordinating library services for the inmates.
- i) Preparing literature for distribution to inmates and the general public describing the Chaplaincy program.

- j) Provide liaison and coordination services with other vendors or agencies that are providing services like those provided by Racine County Sheriff's Chaplaincy Counsel.
- k) Provide Religious support to Racine County Sheriff's Office employees.
- l) Work with Community Leaders, to support both Racine County Jail as well as Racine County Sheriff's Office.
- m) Provide Spiritual guidance in case of Emergency Response Situations
- n) Provide availability for all County Events, as needed per Sheriff's office

The cost of the Racine County Sheriff's Chaplaincy Counsel is \$5,750.58 per month and would be paid from Jail Commissary revenue. Currently the Jail Chaplain is paid through PIE Services, which will be discontinued after the new Memorandum of Understanding is signed.

If you have any questions concerning this matter, please feel free to contact me.

Sincerely,

Christopher Schmaling
Sheriff, Racine County

By: Capt Doug Wearing – Jail Administrator

Memorandum of Understanding Racine County Jail Chaplaincy Services

This memorandum of understanding shall be effective as of the 1st of the month after the last date signed by either party (the "Effective Date"), by and between Racine County and Racine County Sheriff's Chaplaincy Council (R.C.S.C.C.) whose principal business address is 717 Wisconsin Avenue, Racine, Wisconsin.

The parties agree and understand as follows:

I. Services to Be Provided

1. Subject to the terms and conditions set forth in this Memorandum of Understanding, Racine County agrees to purchase from and R.C.S.C.C. agrees to provide to the Racine County Jail, Chaplaincy services at a contracted unit rate of \$5,750.58 per month, for a total amount of \$69,006.96 per year. Services shall include, but not be limited to:
 - a) Conducting, arranging, and/or coordinating religious and workshop services and Bible studies for Racine County Jail inmates.
 - b) Notification to inmates of availability, eligibility, and schedules of religious services and programs available in the jail.
 - c) Conducting and/or arranging counseling services for inmates.
 - d) Assisting in the program participation and volunteer screening process. Providing orientation and training on facility operations for all volunteers.
 - e) Working with Jail Administration on identification of religious items that may be kept on an inmate's person or in the cell.
 - f) Working with Jail Administration on identifying religious meals and notifying the jail kitchen of such.
 - g) Working towards provide educational programming for inmates who are consistent with the requirements of the Department of Public Instruction.
 - h) Conducting, arranging, and/or coordinating library services for the inmates.
 - i) Preparing literature for distribution to inmates and the general public describing the Chaplaincy program.
 - j) Provide liaison and coordination services with other vendors or agencies that are providing services like those provided by R.C.S.C.C.
 - k) Provide Religious support to Racine County Sheriff's Office employees.

- D) Work with Community Leaders, to support both Racine County Jail as well as Racine County Sheriff's Office.
 - m) Provide Spiritual guidance in case of Emergency Response Situations
 - n) Provide availability for all County Events, as needed per Sheriff's office
2. R.C.S.C.C. will provide a full-time position (40 hours per week) to provide the contracted services. The majority of the time is expected to be in the Racine County Jail.
 3. R.C.S.C.C. employee will be required to attend PREA training, sign the Racine County Jail Rules of Conduct before entry into the facility, and attend security orientation presented by the Jail Administration staff and agree to follow established security procedures. If R.C.S.C.C. incurs any cost training their personnel that will be R.C.S.C.C.'s responsibility. In the event of an emergency, R.C.S.C.C.'s staff will take direction from the correctional staff. R.C.S.C.C.'s personnel shall comply with current and future federal, state, and local laws, Department of Corrections regulations, court orders, administrative regulations, administrative directives, and policies and procedures of the Racine County Sheriff's Office.
 4. All Chaplaincy activities shall be coordinated with the Captain of the Jail, or the Captain's designee. If any employee of R.C.S.C.C. loses his or her ability to perform functions in the jail because of violations of the Racine County Sheriff's Office or has shown inadequate performance issues, the R.C.S.C.C. shall replace that employee with a suitable replacement who can perform such functions. Any new R.C.S.C.C. employee must be approved by the Sheriff or his designee.

II. Payment for Services

1. The R.C.S.C.C. shall be reimbursed monthly at the monthly rate stated above.

III. General Conditions

1. In the event R.C.S.C.C. cannot provide the services as called for by this agreement, R.C.S.C.C. shall immediately notify Racine County, in which event this agreement shall be subject to amendment or cancellation at Racine County's option.
2. The term of this Memorandum of Understanding shall be from the Effective Date and ending on Dec. 31, 2017. This Memorandum of Understanding may be renewed from Jan. 1, 2018 until Dec 31, 2018 and annually thereafter, by a mutually signed MOU between Racine County and the R.C.S.C.C. Either party may terminate this agreement by giving written notice to terminate at least thirty (30) days prior to the date of termination.
3. This Memorandum of Understanding may be canceled without penalty or obligation of any kind, except as may otherwise be specifically set forth as an exception to this clause, by Racine County by, for or on behalf of itself or its agencies, departments, officers, agents or employees immediately upon written notice to all parties that sufficient funds have not been budgeted by the county board of supervisors to pay for the obligations

under this agreement for the next budget year.

4. This Memorandum of Understanding or any part thereof, may be amended or may be terminated at Racine County's option in case of changes required by federal law or regulation, or court action.

IV. Discrimination

1. In connection with the performance of this Memorandum of Understanding, R.C.S.C.C. agrees not to discriminate against any employee or applicant for employment because of age, race, national origin, religion, color, handicap, sex, physical condition, or developmental disability as defined in Racine County Board Ordinance Sec. 15-131. This provision shall include, but not be limited to, the following: Hiring, firing, demotion, transfer, recruitment or recruitment advertising, layoffs, termination, rates of pay or forms of compensation, and selection for training, including apprenticeship.
2. No eligible person shall be denied any services enumerated in this agreement or be subjected to discrimination because of age, race, national origin, religion, color, handicap, or gender.
3. R.C.S.C.C. will comply with federal and state laws, rules, and regulations relating to prisoner's rights and grievance procedures.

V. Miscellaneous Provisions

1. Racine County Jail Administration shall be notified in writing of all complaints filed in writing against R.C.S.C.C. and R.C.S.C.C. shall inform Racine County in writing with their understanding of the resolution of the complaint.
2. Private not-for-profit organizations agree to have in effect a conflict of interest policy, which requires:
 - a. An assurance that any Board of Director member who receives remuneration from the agency is limited to reasonable compensation for actual services rendered.
 - b. That a violation of the Conflict of Interest policy, or these clauses, shall be considered a breach of contract, and Racine County may pursue any remedy available to it by law.
3. Neither the chaplain nor any other employees of R.C.S.C.C. staff pursuant to this Memorandum of Understanding shall be considered employees of the Racine County Jail or Racine County. R.C.S.C.C. shall be responsible for paying all applicable employment taxes and all workers compensation and unemployment compensation expenses.
4. To the fullest extent permitted by law, R.C.S.C.C. shall indemnify and hold Racine County, its employees, and agents harmless from any claims, damages, causes of action, lawsuits or liability not caused by the negligence of the Racine County or arising out of the acts or omissions of R.C.S.C.C. its agents, employees, invitees, or visitors in performing this Memorandum of Understanding. R.C.S.C.C. shall also protect and

defend and pay all attorneys' fees of Racine County arising out of any lawsuits, claims, and causes of action arising out of the actions or omissions of R.C.S.C.C., its agents, employees, invitees, or visitors in performing this Memorandum of Understanding.

5. The obligations of R.C.S.C.C. under the Hold Harmless clause shall be specifically incorporated by Contractual Liability Insurance incorporated in R.C.S.C.C. will carry Comprehensive General Liability and Property Damage Insurance policy and shall be so stated in the insurance certificate provided by R.C.S.C.C. The limits required for this coverage shall be the same as for the General Liability and Property Damage Coverage specified above. The liability of R.C.S.C.C. under this section shall not be limited by the amount of Contractual Liability Insurance coverage carried by R.C.S.C.C.
6. R.C.S.C.C. shall indemnify, protect, defend and hold harmless from any claims, damages, penalties, causes of action, lawsuits or liabilities arising out of any worker's compensation claims or unemployment related claims arising out of the performance of this Memorandum of Understanding.
7. R.C.S.C.C. shall maintain at its own expense and provide Racine County with Certificates of Insurance that provide the following coverage:
 - a. Maintain worker's compensation insurance as required by Wisconsin Statutes, for all employees engaged in work under this Memorandum of Understanding.
 - b. Maintain general liability coverage including personal injury and property damage against any claim (s), which might occur in carrying out this Memorandum of Understanding. Minimum coverage shall be one million dollars (\$1,000,000) liability for each occurrence for bodily injury and property damage including product liability and completed operations and two million dollars (\$2,000,000) in the aggregate. Provide motor vehicle insurance for all owned, non-owned and hired vehicles that are used in carrying out this Memorandum of Understanding. Minimum coverage shall be one million dollars (\$1,000,000) for each occurrence combined single limit for automobile liability and property damage and two million dollars (\$2,000,000) in the aggregate.
 - c. Racine County, its officers, and employees, shall be named as additional insureds on R.C.S.C.C. general liability insurance policy for actions and/or omissions performed pursuant to this Memorandum of Understanding. All coverage enumerated above must be placed with an insurance carrier with an AM Best Rating of A-VIII or greater. Racine County shall receive a 30-day written notice of cancellation of any policy. A copy of Certificate of Insurance and the referenced policies shall be mailed to Racine County within 60 days of the beginning of this Memorandum of Understanding.
8. Nothing contained in this Memorandum of Understanding shall be construed to supersede the lawful power or duties of either party.

BY: _____ BY: _____

BY:

BY:

BY:

BY:

Racine County Sheriff's Chaplaincy Council

BY: _____

DRAFT

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2017</u>	X	Resolution Request
		Ordinance Request
		Report Request

Requestor/Originator: Sheriff's Office - Sheriff Christopher Schmaling

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/21/2017 Date of County Board Meeting to be Introduced: 6/27/2017

1st Reading: 1st & 2nd Reading: *

*** Include a paragraph in the memo regarding why 1st & 2nd reading is required.**

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Authorize a contract with the State of Wisconsin Department of Corrections for temporary housing within the
Racine County Jail, Transfer of \$258,402 within the Jail 2017 Budget, Transfer of \$11,376 from the Jail 2017 Budget
to the Sheriff's 2017 Budget, Transfer of \$10,566 from the Jail 2017 Budget to the Jail Commissary 2017 Budget
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- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
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JAIL

DOC BED RENTAL	NEW ACCOUNT	0	0	(280,344)	(280,344)	(280,344)
TOTAL SOURCES				<u>(280,344)</u>		

JAIL

WAGES	11890000.401000	4,789,934	2,909,125	90,035	4,879,969	2,999,160
WORKERS COMP	11890000.402210	93,755	54,375	1,568	95,323	55,943
SOCIAL SECURITY	11890000.402220	412,197	244,939	6,887	419,084	251,826
RETIREMENT	11890000.402230	582,627	336,488	7,472	590,099	343,960
DISABILITY INS	11890000.402240	26,048	20,425	630	26,678	21,055
GROUP INSURANCE	11890000.402260	1,196,315	659,473	28,082	1,224,397	687,555
LIFE INSURANCE	11890000.402270	23,848	14,942	448	24,296	15,390
CLOTHING ALLOW CO'S	11890000.402300	12,000	(300)	3,200	15,200	2,900
PUBLIC LIABILITY	11890000.436000	96,073	48,654	1,801	97,874	50,455
MEDICAL SERVICES	11890000.407000	1,477,644	767,224	7,917	1,485,561	775,141
PS - FOOD/DIETARY SERVICE	11890000.409045	934,520	536,421	77,805	1,012,325	614,226
TRAINING	11890000.438500	5,100	3,421	4,780	9,880	8,201
SUPPLIES - LAUNDRY	11890000.446015	340,000	31,396	3,484	343,484	34,880
SUPPLIES - CLEANING	11890000.446065	31,000	19,257	3,176	34,176	22,433
LINEN & BEDDING	11890000.449500	25,000	18,005	2,561	27,561	20,566
EQUIP - TASERS	11890000.451040	0	0	4,018	4,018	4,018
MAT - TASER REPLCMT CART	11890000.453095	0	0	488	488	488
EQUIP - PORT RADIOS	11890000.451025	0	0	4,018	4,018	4,018
EQUIP - BODY CAMERAS	11890000.451180	0	0	7,778	7,778	7,778
MATERIALS	11890000.453000	22,000	13,891	2,254	24,254	16,145

JAIL COMMISSARY

ADMISSION KITS	11890191.445000	23,000	8,021	7,800	30,800	15,821
MATERIAL - CLOTHING	11890191.453035	27,000	14,771	2,766	29,766	17,537

SHERIFFS OFFICE

SS - BODY CAMERA	11800000.428505	123,552	113,640	11,376	134,928	125,016
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TOTAL USES

280,344

0

Equipment :

DESCRIPTION :	QTY	UNIT PRICE	TOTAL PRICE
PORTABLE RADIOS	3	2,927.000	8,781
TASERS	3	1,339.420	4,018
BODY CAMERAS	12	399	4,788
BODY CAMERAS - DOCKING ST	2	1,495	2,990
Total for items to be purchased:			<u>20,577</u>

JUNE-21-17

FISCAL NOTE RESOLUTION NO:

EXHIBIT "A"

Fiscal Year:

2017

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
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FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.
REASONS

FOR

AGAINST

JUNE-21-17

FISCAL NOTE RESOLUTION NO:

EXHIBIT "B"

Fiscal Year:

2017

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
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THE CREATION OF THE POSITION IS ESTIMATED JULY 1, 2017

JAIL

5.000	Correctional Officers		90,035	45,087		135,122
<u>5.000</u>	Total for DEPARTMENT NAME		<u>90,035</u>	<u>45,087</u>		<u>135,122</u>

These Positions will be sunset positions. If the funding does not continue the positions will be eliminated.



RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237

(262) 886-2300 FAX (262) 637-5279

Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

June 12, 2017

To: Q.A. Shakoor, II
Chairman, Finance & Human Resources Committee

From: Sheriff Christopher Schmaling

Ref: Contracting with the State of Wisconsin for Temporary Housing Within the Racine County Jail

The Sheriff's Office is requesting a resolution authorizing the Sheriff's Office to enter into a Memorandum of Agreement with the WI Department of Corrections (DOC). The Memorandum of Agreement would allow the WI Department of Corrections to temporarily house their inmates in the Racine County Jail.

The Memorandum of Agreement would allow up to 145 Racine County Jail beds to be occupied by DOC inmates. The 145 beds include 130 male beds and 15 female beds. DOC indicates that they are not in need of the female beds at this time, but they may have a need in the future. DOC would not displace any County inmates, either by having to move County inmates to another county facility or by putting County inmates on the floor.

DOC would pay the County \$51.46 per day / per state inmate housed in the Racine County Jail. The annual revenue associated with this agreement is shown below. This assumes all 145 beds are rented.

130 male beds = \$2,441,777 per year

15 female beds = \$281,744 per year

If DOC brings their inmates to the Racine County Jail slowly, averaging 8 inmates per week until 130 male beds were reached in the last 7 months of this year, the projected revenue would be approximately \$1,114,418 for 2017. See attached spreadsheet #2.

For the Racine County Jail to accommodate the increase in jail population, we will need to increase part of the Jail Budget. Additional mattresses, bedding, clothes, cleaning supplies, laundry supplies, etc. will be required. The medical and food accounts will also need to be increased. See attached spreadsheet #1 for account details.

If the male inmate population goes over 630 it will require us to open an additional housing unit in order to accommodate the increase in population. Opening an additional housing unit will require an additional 5 Correctional Officer positions. As you know, in addition to the hiring process, it takes about 8 weeks

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to train a newly hired Correctional Officer with on the job training and 4 weeks of State certification training. In order to accommodate the additional jail population, we need to start the hiring and training process now. Costs associated with hiring the additional staff is listed on the attached spreadsheet #1.

If you have any questions or concerns regarding this matter, please do not hesitate to contact me. I can also address any questions you may have at the Finance & Human Resources Committee meeting.

Sincerely,
Christopher Schmaling
Sheriff, Racine County

By: Capt. Doug Wearing
Jail Administrator

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ACCOUNTS AFFECTED BY THE DOC BED RENTALS

2017
7 Month Increase

2016 Inmate Average
2017 Budget Daily Population - 730

Account	Description	2017 Budget	2016 Inmate Average	2017
Jail				
11890000				
401000	Wages	4,789,934	+5 Correctional Officers	3,001.17 X 5 X 7
402210	Workers Comp	93,755	+5 Correctional Officers	52.25 X 5 X 7
402220	Social Security	412,197	+5 Correctional Officers	229.58 X 5 X 7
402230	Retirement	582,627	+5 Correctional Officers	249.08 X 5 X 7
402240	Disability Insurance	26,048	+5 Correctional Officers	21 X 5 X 7
402260	Group Insurance	1,196,315	+5 Correctional Officers	936.08 X 5 X 7
402270	Life Insurance	23,848	+5 Correctional Officers	14.92 X 5 X 7
402300	Clothing Allowance For CO	12,000	\$640 per Officer	640 X 5
407000	Medical Services	1,477,644	\$0.29 per diem per day over 650 inmates	.29 X 130 X 210
409045	Food/Dietary Service	934,520	\$0.95 price per inmate per meal	.95 X 130 X 3 X 210
438500	Training - Recert PREA	5,100	recert all staff	\$20 X (234 + 5)
446015	Supplies - Laundry	34,000	\$0.128 per day per inmate	.128 X 130 X 210
446065	Supplies - Cleaning	31,000	\$0.116 per day per inmate	.116 X 130 X 210
449500	Linen and Bedding	25,000	\$0.094 per day per inmate	.094 X 130 X 210
451025	Equip - Portable Radios	0	3 radios/charger	2,927 X 3
451040	Equip - Tasers	0	3 tasers/hoster/mag	1,339.42 X 3
453000	Materials	22,000	\$0.081 per day per inmate	.081 X 130 X 210
453095	Mat - Taser Cartridges	0	Live/Training	163 X 3
Jail Commissary				
11890191				
445000	Admission Kits	23,000	2.00 per kit/week	2 X 130 X 30
453035	Material - Clothing	27,000	\$0.101 per day per inmate	.101 X 130 X 210
Operations				
11800000				
428505	Body Cameras	123,552	12	\$19,656.00

Note: Accounts highlighted in yellow are affected by an increase in staff

#2**DOC Rentals Revenue Estimate**
(2017)

<u>Week Ending</u>	<u>Estimated Number of Inmates</u>	<u>Revenue per Inmate per Day</u>	<u>Days Billed</u>	<u>Total Weekly Revenue Estimate</u>
1-Jun-17	8	\$51.46	7	\$2,881.76
8-Jun-17	16	\$51.46	7	\$5,763.52
15-Jun-17	24	\$51.46	7	\$8,645.28
22-Jun-17	32	\$51.46	7	\$11,527.04
29-Jun-17	40	\$51.46	7	\$14,408.80
6-Jul-17	48	\$51.46	7	\$17,290.56
13-Jul-17	56	\$51.46	7	\$20,172.32
20-Jul-17	64	\$51.46	7	\$23,054.08
27-Jul-17	72	\$51.46	7	\$25,935.84
3-Aug-17	80	\$51.46	7	\$28,817.60
10-Aug-17	88	\$51.46	7	\$31,699.36
17-Aug-17	96	\$51.46	7	\$34,581.12
24-Aug-17	104	\$51.46	7	\$37,462.88
31-Aug-17	112	\$51.46	7	\$40,344.64
7-Sep-17	120	\$51.46	7	\$43,226.40
14-Sep-17	128	\$51.46	7	\$46,108.16
21-Sep-17	130	\$51.46	7	\$46,828.60
28-Sep-17	130	\$51.46	7	\$46,828.60
5-Oct-17	130	\$51.46	7	\$46,828.60
12-Oct-17	130	\$51.46	7	\$46,828.60
19-Oct-17	130	\$51.46	7	\$46,828.60
26-Oct-17	130	\$51.46	7	\$46,828.60
2-Nov-17	130	\$51.46	7	\$46,828.60
9-Nov-17	130	\$51.46	7	\$46,828.60
16-Nov-17	130	\$51.46	7	\$46,828.60
23-Nov-17	130	\$51.46	7	\$46,828.60
30-Nov-17	130	\$51.46	7	\$46,828.60
7-Dec-17	130	\$51.46	7	\$46,828.60
14-Dec-17	130	\$51.46	7	\$46,828.60
21-Dec-17	130	\$51.46	7	\$46,828.60
28-Dec-17	130	\$51.46	7	\$46,828.60
31-Dec-17	130	\$51.46	3	\$20,069.40

Total Estimated 2017 Revenue**\$1,114,417.76**

**MEMORANDUM OF AGREEMENT
AGREEMENT BETWEEN RACINE COUNTY AND WISCONSIN DEPARTMENT
OF CORRECTIONS
FOR THE TEMPORARY HOUSING OF INMATES**

I. PARTIES AND PURPOSE

In accordance with Wisconsin Statutes §302.27 and §302.31, this Memorandum of Agreement (Agreement) is entered into between the parties Racine County Sheriff's Department ("Sheriff") and the Wisconsin Department of Corrections ("DOC") for the purpose of temporarily housing DOC Inmates ("Inmates") within Racine County Sheriff's Jail ("Jail").

II. TERM OF AGREEMENT

This Agreement shall begin on May 1, 2017 and shall end on April 30, 2018.

In the absence of the execution of a new or modified Agreement, the terms and costs of the current Agreement shall be automatically renewed for the next consecutive calendar year.

III. TERMINATION OF AGREEMENT

This Agreement may be terminated at any time upon the mutual consent of both parties or unilaterally by either the DOC or Sheriff upon no less than thirty (30) calendar days' written notice. Notice shall be delivered by certified mail to the Agreement Administrator, (return receipt requested). In addition, this Agreement may be terminated with 24 hours' notice by the DOC for any failure of Sheriff to comply with the terms of this Agreement or any applicable Federal or State law.

IV. MODIFICATION

Modifications to the provisions of this Agreement, with the exception of Section VI., Agreement Management, shall be valid only through execution of a formal written amendment to the Agreement signed by both parties.

V. AGREEMENT MANAGEMENT

The parties have identified the following individuals as Agreement Administrators. All notices, reports, and correspondence to the Sheriff for all issues related to this Agreement shall be sent to:

Sheriff's Agreement Administrator:

Chris Schmaling, Sheriff
717 Wisconsin Ave.
Racine, WI 53403-1237
262-636-3822

DOC's Agreement Administrators:

1. Agreement Issues: All notices, reports, and correspondence to the DOC regarding this Agreement, its administration, conditions, or terms, shall be sent to:

Kristi Dietz, Director of the Office of Detention Facilities
Department of Corrections
3099 E. Washington Ave., P.O. Box 7925
Madison, Wisconsin 53707-7925
Phone: 608-240-5052
Kristi.Dietz@Wisconsin.gov

2. Inmate Issues: All concerns, notices and reports to the DOC regarding Inmate Issues, including health, movement, conduct, and invoicing, shall be sent to the DOC DAI division contact:

Michael Saunders, Assistant Security Chief
Division of Adult Institutions
3099 E. Washington Ave., P.O. Box 7925
Madison, WI 53707-7925
Business Hours (7:45-4:30) Phone: Desk 608-240-5185; Cell 608-445-3308
After Business Hours DCI Security Supervisor's Office: 920-324-5577, Request to speak to Shift Supervisor.
Email: Michael.Saunders@Wisconsin.gov

VI. GENERAL PROVISIONS

This Agreement shall be governed by the laws of the State of Wisconsin and applicable Federal law. This Agreement incorporates by reference all applicable federal and state laws or regulations, and revisions of such laws or regulations shall automatically be incorporated into this Agreement as they become effective. The DOC and Sheriff agree to recognize and abide by all State and Federal laws, regulations, and guidelines applicable to this Agreement. The Sheriff shall comply with all laws governing the operations of county jails. The parties hereto agree that the Sheriff shall maintain 145 beds available to temporarily house Inmates. DOC may, but is not required to, temporarily house Inmates in those available beds. The Sheriff may deny DOC's request to house an Inmate if all available beds are occupied by Inmates at the time of the request. The parties agree that DOC's housing of each Inmate in the Jail is temporary and will not exceed 360 days, except upon mutual agreement of the parties. The Sheriff acknowledges that DOC's housing of Inmates in the Jail is not permanent. The DOC will not displace beds in the Jail that are relied upon by a sheriff from another county in an effort to reduce overcrowding in that county. The DOC may remove Inmates from the Jail for any reason and at any time, and replace or not replace the Inmate with the same or different Inmate.

A. Agreement Documents

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes any prior or contemporaneous oral or written understanding, agreements, negotiations, or discussions, whether written or oral, concerning the subject matter hereof. If there is a conflict amongst or between the terms, conditions, or specifications in the Agreement, the term, condition, or specification determined by the DOC to be the more favorable to the DOC in any given situation shall govern and control.

B. Vacancies

The Sheriff agrees to make available to the DOC bed space for up to 130 male and 15 female Inmates. Consistent with current best practices endorsed by the Office of Detention Facilities (ODF), available space offered to DOC will not exceed 85% of the jail's operating or approved capacity unless otherwise approved by ODF.

C. Cost and Reimbursement

1. The per diem rate billable by the Sheriff to DOC is set at \$51.46 per bed occupied by an Inmate. This per diem rate is all-inclusive and shall be the total reimbursement to which the Sheriff is entitled. The Sheriff shall not assess any other fee(s) to DOC (e.g. booking fee, surcharge, housing fees, etc.). The Sheriff shall not assess any fees to the Inmates, with the exception of a medical co-pay as stated in Section VII. B(3) of this Agreement.

2. By the 10th of the following month, the Sheriff shall submit an invoice to the DOC/DAI division contact for the cost of occupied beds. The invoice will identify the Inmate's name and DOC identification number, date of arrival, date of departure, total days housed in the Jail, and total calculated per diem cost. Payment will be made by the DOC for the day of the Inmate's arrival but not the day of the Inmate's departure. Payment will be for occupied beds only.

3. Payment under this Agreement will be made only for those Inmates approved for transfer to the County Jail by the DOC Bureau of Offender Classification and Movement (BOCM) under this Agreement.

D. Right of Inspection

The DOC shall have the right to inspect the Jail at any and all times within its sole discretion.

E. Inmate Selection Criteria

1. The DOC will not knowingly select Inmates to be housed in the Jail who are known to have serious medical, dental, or psychological conditions, and/or those requiring frequent off-site medical services. The Sheriff will not summarily reject Inmates who require routine services.

2. The DOC will not knowingly select Inmates who are known to be Illegal Immigrants to be housed in the Jail.

3. The DOC will not knowingly select Inmates who are known to have serious institutional adjustment concerns to be housed in the Jail.

4. The Sheriff will accept all DOC custody classifications.

5. The DOC will provide the Jail advance information of pending transfers and make every effort to give one week's notice of a transfer.

VII. CONTRACT ADMINISTRATION

A. Transportation

The DOC will be responsible for the initial transportation of the Inmate to the Jail. The Sheriff is responsible for all Inmate transportation to and from the Jail once the Inmate is housed at the Jail. The DOC will make a good faith effort to attempt to minimize the Sheriff's transportation obligation when possible by:

1. consolidating jail transports with scheduled DOC trips,

2. transporting inmates to a nearby DOC facility for Sheriff pick-up,

3. working with other county jails to serve as a transportation hub for jails in the same region, and

4. working with the Sheriff to identify other mutually agreeable arrangements.

B. Health Services

1. The Sheriff shall provide Inmates with all medical, psychiatric, and dental treatment as necessary to adequately care for the Inmates' physical and mental health. The Sheriff shall provide the Inmates the same services as afforded to other persons housed in the Jail. The Sheriff is responsible for all health care and related costs, both on and off-site for the Inmates housed in the Jail.

2. The Sheriff shall comply with all current Wisconsin and Federal constitutions, laws, DOC rules/regulations applicable to the services and/or goods under this Agreement, including without limitation those set forth and pertaining to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), as implemented by 45 C.F.R. Parts 160, 162, and 164, and with Ch. 146, Wisconsin Statutes, Miscellaneous Health Provisions.

3. The Sheriff may require Inmates to pay a co-pay for health services. Inmate co-pays shall comply with Wisconsin's Administrative Code Chapter DOC 316, and DAI Policy

#316.00.01 (attached). Charges shall not exceed those listed therein. *Sheriffs may keep the co- payments collected, but must maintain accurate records for the DOC upon request.*

4. Off-Site Health Treatment

- a. The Sheriff shall notify the DOC/DAI division contact of an emergency/critical medical situation immediately, no later than 24 hours.
- b. While off-site, the Sheriff shall take all precautions to assure the safekeeping of the Inmate and provide the necessary custodial supervision to the Inmate.
- c. The Sheriff shall be responsible to pay for any and all costs and fees related to and arising from the off-site treatment of an Inmate, including medical expenses, transportation, and custodial supervision.
- d. Upon request of the Sheriff, the DOC will permit the Sheriff to return the Inmate to DOC supervision at a time and place determined by DOC.

5. Provision of copies of DOC Health Care Records to a Jail Health Care Provider

a. DOC shall forward to the Jail health care provider copies of the documents identified below that DOC created or received during the Assessment and Evaluation (Intake) process. Not all Inmates will have all the documents listed below.

- i. Intake Screening/Medical History (DOC-3018)
- ii. Patient Medications Profile (DOC-3034)
- iii. Progress Notes (DOC-3023)
- iv. Laboratory Results
- v. Off-Site Consultations
- vi. Mental Health Screening Interview (DOC-3472)
- vii. Psychological Services Clinical Contact reports (DOC-3473)
- viii. Psychological Report (DOC-223)
- ix. Placement/Review of Offender in Observation (DOC-027)
- x. Psychiatric Reports (DOC-3496)
- xi. Dental Examination and Record Chart (DOC-3042)
- xii. Dental Treatment Notes (DOC-3040)
- xiii. Health Transfer Summary (DOC-2077)

b. The Jail health care provider shall maintain the copies of documents received from the DOC in a

confidential manner in compliance with federal and Wisconsin laws.

c. At any time during a stay in a Jail, the Jail health provider may request copies of additional documents from the DOC by contacting the one of the following:

i. For male inmates: Central Medical Records

Dodge Correctional Institution

1 West Lincoln Street, P.O. Box 661

Waupun, WI 53963-0661

Telephone: 920 324-6296 Fax: 920 324-6269

ii. For female inmates: Inactive Women's Medical Record

Taycheedah Correctional Institution

751 County Road K, P.O. Box 1947

Fond du Lac, WI. 54936-1947

Telephone: 920 929-7147 Fax: 920 929-3869

d. The Jail health care provider shall maintain its own record that documents health care provided by the Jail to the Inmate.

e. Upon receipt of a request from an Inmate, or third party, for copies of the documents provided by the DOC to the Jail, the Jail health care provider shall refer the requester to Central

Medical Records for males or Inactive Women's Medical Records for females, as identified above.

f. Upon return/transfer of an Inmate to a DOC facility, the Jail health care provider shall make copies of the Jail health care record and provide to the receiving DOC facility.

g. Upon release to the community or escape of a DOC inmate, the Jail health care provider shall make copies of the Jail health care record and forward to Central Medical Records for males, or Inactive Women's Medical Records for females, to the addresses above.

6. Pharmaceuticals

a. The Sheriff is responsible, at its own expense, for providing all medications prescribed to Inmates.

b. DOC will supply Inmates upon their transfer to the Jail with a two (2) week supply of prescribed medications.

c. The Sheriff shall provide Inmates with the same prescriptions (or formulary equivalent) for the duration of the Inmates' stay in the Jail thereafter unless a prescription change is pre-approved by the DOC.

d. The Sheriff shall provide Inmates upon their release or return to the DOC with a five day supply of prescribed medications

e. The Sheriff shall make over the counter (OTC) medication available to Inmates for purchase through the Jail canteen. The purchase of OTC medications by an Inmate should not replace the provision of medically necessary medications by the healthcare provider, which may include OTC's.

7. Suicide prevention

The Sheriff shall have policies and procedures relating to the supervision and housing of Inmates who may be at risk of seriously injuring themselves.

C. Inmate Programs and Services

1. The Sheriff shall not permit or require Inmates to participate in any program, service, or work (i.e., work release, Huber, electronic monitoring) contrary to the rules of the DOC.

2. The Sheriff may afford Inmates with the opportunity to participate in programs, services or work offered within the jail facility.

3. The Sheriff will afford Inmates the opportunity to participate in leisure time activities. At a minimum, these activities must include, but are not limited to:

a. library/reading material access,

b. visitation program,

c. telephone access, and

d. access to out of cell activity.

4. The Sheriff shall operate a canteen for Inmates to purchase items.

5. The Sheriff shall permit Inmates to make outgoing telephone calls in a manner similar to that available within the DOC. If these telephone calls are collect calls, the charges to the called party must be comparable to those rates being charged within the DOC for intra-LATA collect calls. These rates are currently \$.12 per minute for an in-state call and \$.18 per minute for an out-of-state call. The Sheriff may allow Inmates to purchase phone cards as an option to achieve comparable rates. The Sheriff shall not charge Inmates a connection fee for phone calls.

D. Discipline

1. Inmates are subject to all Jail laws, rules, regulations and disciplinary processes the same as all persons sentenced to the county jail for violations of the law. The Sheriff shall have the power to exercise disciplinary authority over Inmates pursuant to those laws, rules, regulations, and processes. The Sheriff shall not authorize, administer, or permit any type of punishment or discipline prohibited by the rules of the DOC, state, or federal law.

2. The Sheriff shall provide to DOC any records, written documentation, etc., regarding specific Inmate behaviors that elevate risk and may be subject to DOC classification processes.

3. When applicable, DOC may discipline an Inmate housed in the Jail pursuant to the provisions within Wisconsin Administrative Code Chapter DOC 303 (Discipline). If DOC pursues a disciplinary process against the Inmate, the Inmate shall not be subject to Jail disciplinary processes for the same violation(s).

When an inmate has engaged in serious misconduct that could result in discipline under DOC 303, the Jail staff shall consult with the DOC/DAI division contact to determine a mutually agreeable plan of action including who will pursue disciplinary action.

E. Property

The DOC will catalogue and inventory each Inmate's personal property including Legal materials and provide a list of the Inmate's property to the Sheriff. The Sheriff will inventory each Inmate's personal property upon receipt.

Unauthorized or excess property will be properly stored at the Jail or mailed out, consistent with the Sheriff's rules, and at the Inmate's expense.

F. Grievances

The Sheriff shall have policies and procedures related to an Inmate grievance process. The Jail shall maintain accurate records and make those records available to the DOC upon request.

G. Hearings

The Sheriff shall provide adequate facilities for any hearings by authorities of the DOC, to which an inmate may be entitled by the rules of the DOC.

H. Inter-Institutional Transfer/Outside Movement

1. The Sheriff may not transfer an Inmate outside of the Jail, this includes between facilities within the Sheriff's jurisdiction or to facilities outside of the Sheriff's jurisdiction, without prior written approval by the DOC. The Sheriff must make a written request to DOC for any and all transfers of Inmates.

2. Except for off-site healthcare and court ordered proceedings, DOC inmates are prohibited from movement outside of the Jail perimeter. Any exceptions require advanced DOC written approval.

I. Escape

The Sheriff will use all reasonable means to capture an Inmate escapee from Jail custody. The Sheriff shall immediately report the escape to the DOC. The Sheriff shall have the primary responsibility for and authority to direct the pursuit, capture and prosecution of Inmates within its own territory. The Sheriff is solely responsible to pay for any and all costs incurred in connection with, related to, and arising as a result of the escape.

J. Upon Death of an Inmate

1. In the event of the death of a DOC inmate, the Sheriff shall immediately notify the following persons:

- a. Medical examiner, coroner, or other official having these duties,
- b. Inmate's Next-of-kin providing protected health information in accordance with HIPAA regulations and applicable Wisconsin laws, and
- c. DOC DAI division contact, including the provision of information as requested.

2. The Sheriff shall send a certified copy of the death certificate and autopsy report to the DOC Agreement Issue Administrator.

3. The Sheriff shall release the deceased inmate's body only on written order of the DOC.

4. The Sheriff shall investigate the inmate's death consistent with its internal policies and

procedures.

5. The Sheriff shall cooperate with the DOC Office of Detention Facilities and provide the final report, health care documents created during the inmate's stay at the County Jail, and other evidence to the Division of Adult Institutions and Bureau of Health Services.

6. Any costs incurred in conjunction with an inmate's death including, without limitation, transportation, autopsy, staff time, mileage, etc., shall be borne solely by the Sheriff.

K. Media Inquiries

The Sheriff shall refer all requests for interviews and information regarding Inmates to DOC. DOC will, within its sole discretion, determine how, when, and who will respond. The DOC DAI division contact will serve as the liaison. The Sheriff may provide information of public record, such as sentence data or information concerning the escape of an Inmate directly to the media. The Sheriff may photograph Inmates as a means of identification for official use only.

L. Inmate Payroll and Funds

The Sheriff shall maintain each Inmate account. All Inmate monies will be processed per Operations Manual Procedure #7, *Inmate Trust Account Receipts and Disbursements for Inmates Housed in Wisconsin County Jails* (attached).

M. Food Service

The Sheriff will provide nutritious and quality food for Inmates. The Sheriff will provide Inmates with three meals a day, two of which are hot. The Sheriff shall also provide Inmates with medical/religious meals, as appropriate.

N. Hygiene Items

The Sheriff will provide personal hygiene items to Inmates, including, but not be limited to, toothpaste, toothbrush, feminine hygiene products (females only), shampoo, comb and toilet paper. The Sheriff shall have and implement policies and procedures for the routine replacement of these items. The costs for these items are included in the per diem rate.

O. Clothing

The Sheriff will provide undergarments and clothing to Inmates, including, but not be limited to, underwear, socks, footwear and uniform. The Sheriff shall have and implement policies and procedures for the routine exchange of these items. The costs for these items are included in the per diem rate.

P. Responsibility for Legal Proceedings

1. If applicable, DOC will defend itself in any action or proceeding involving the legality of the Inmate's sentence computations.

2. The Sheriff will defend, at its expense, any and all actions or proceedings arising out of or relating to the conditions of confinement in the Jail and/or actions or inactions of County employees, agents, licensees or sheriffs.

3. Hold Harmless: The Sheriff will indemnify and save harmless the State of Wisconsin and all of its officers, agents and employees from all suits, actions, or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from the operations of the sheriff, or of any of its sheriffs, in prosecuting work under this agreement.

Q. Prison Rape Elimination Act (PREA) Compliance

1. The Sheriff agrees to comply with the Federal Prison Rape Elimination Act of 2003, and any subsequent standards imposed by the United States Attorney General. If the Sheriff is not in full compliance with the Federal Prison Rape Elimination Act of 2003 (PREA), the Sheriff shall take all feasible and necessary steps to work toward full compliance and shall continue to do so until full compliance is achieved. The Sheriff shall have policies and procedures in

place for responding to sexual abuse or sexual harassment allegations as defined by PREA and shall further have procedures or policies for maintaining reports and records necessary for reporting data consistent with the PREA.

2. The Sheriff agrees to timely completion of the Bureau of Justice Statistics Annual Survey on Sexual Victimization and or its current equivalent survey. This includes completing forms for locally or privately operated adult facilities and individual incident forms for each incident. The SHERIFF will forward a copy of these forms involving DOC inmates or offenders for the calendar year to the DOC on or before May 31st of each year unless another date is designated by the DOC. These forms shall be forwarded to:

Leigha Weber
PREA Office
Wisconsin Department of Corrections
3099 East Washington Ave.
P.O. Box 7925
Madison, WI 53707-7925
(608) 240-5071
leigha.weber@wisconsin.gov

3. The DOC may decide to conduct a compliance review. This review may include an examination of Sheriff's incident and offender records related sexual abuse or sexual harassment allegations as defined by PREA.

4. The Sheriff shall notify the DOC within 24 hours of any sexual abuse or sexual harassment allegations as defined by PREA. If the DOC has reason to believe that any sexual abuse or sexual harassment incident as defined by PREA has occurred, it shall have immediate access to the Sheriff's records. The DOC contact for this purpose shall be:

Special Investigations Chief
Wisconsin Department of Corrections
3099 East Washington Avenue
P.O. Box 7925
Madison, WI 53707-7925
(608) 240-5048
DOCSECOSOPREAINvestigations@wisconsin.gov

R. Reporting Serious Incidents, Events of Special Interest, Media Contacts and Legislative Inquiries

1. The Sheriff shall immediately report any serious incident, event of special interest, legislative or media contact to the DOC DAI division contact, including, but not limited to, the following:

- a. all escapes and escape attempts;
- b. serious incidents committed by Inmates such as homicide, suicide or sexual assault; any PREA allegations and/or investigations; commission of a serious battery on staff, inmate, or a member of the public; and major property damage;
- c. use of force, to include firearms;
- d. serious injury to staff or inmates to include providing a monthly report using the DOC-82 and 82A form;
- e. death of an Inmate;
- f. death of a staff member while on duty;
- g. Inmate disturbance or group misconduct;
- h. any other serious/unusual incidents, to include natural disasters, which have the potential of creating uncommon interest to the press and/or surrounding community; and

- i. events involving media attention, labor relations activities, or the involvement of elected/appointed officials.
2. The Sheriff shall provide appropriate documentation to the DOC in a timely manner following any incident noted above.

S. Inmate Legal Status/Sentence

If an Inmate submits a request to the Sheriff to alter his or her legal status, the Sheriff shall forward that request to the DOC DAI division contact who will receive and review it pursuant to DOC rules and regulations.

T. Fraternalization Prohibition

The Sheriff agrees to have a written policy on fraternization that prohibits the forming of improper relationships between employees and/or volunteers and offenders. The policy must be substantially equivalent to the DOC policy as express in Executive Directive 16 (May 1991, Revised January 1997, further revised August 2004). A copy of the Executive Directive 16 may be obtained from the Agreement Administrator. That policy must be approved by DOC. It must include a standard employee statement indicating that each employee or volunteer has read a copy of the Sheriff's policy on fraternization. The Sheriff shall also agree to have a written policy which prohibits its employees and volunteers from engaging in any sexual contact or sexual intercourse with offenders under the custody and control of DOC. The policy must be substantially equivalent to the DOC's policy as expressed in Executive Directive 16-A, August 2006. A copy of Executive Directive 16-A may also be obtained from the Agreement Administrator. That policy must be approved by DOC. The Sheriff shall maintain a copy of the signed employee statement on fraternization and sexual contact in each employee's personnel or volunteer file.

U. Nondiscrimination/Affirmative Action

In connection with the perform of work under this Agreement, the Sheriff agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), Wis. Stats., sexual orientation as defined in s. 111.32(13m), Wis. Stats., or national origin. This provision shall include, but not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Sheriff further agrees to take affirmative action to ensure equal employment opportunities.

V. Employment provision

1. The Sheriff may not employ or engage a person who is on active probation, parole, extended supervision, lifetime supervision or an inmate who is supervised by Intensive Sanctions for any position where the primary duties and responsibilities involve contact or work with offenders/inmates OR involve access to offenders'/inmates' records or funds.
2. The Sheriff shall implement policies and procedures to ensure that any employee or staff providing services under this Agreement have undergone criminal background checks and have been properly cleared prior to the delivery of such services. In hiring and retention decisions, the Sheriff may consider records of pending criminal charges and convictions when it can be demonstrated that the circumstances of the offense substantially relate to the circumstances of the job or licensed activity.
3. The Sheriff shall immediately inform the Department upon discovery of any criminal charge pending or conviction for any employee or staff providing services under this Agreement and the DOC retains the right to bar that person's entry into its facilities

and or access to DOC records. DOC reserves the right to request reassignment of any existing staff/employee of the Sheriff meeting any of the above qualifications so that they are not providing direct services to DOC offenders and or having direct access to DOC records. **IN WITNESS WHEREOF**, the undersigned have caused this Agreement to be duly executed by their respective representatives.

DEPARTMENT OF CORRECTIONS

SHERIFF'S DEPARTMENT

By:

By:

Title:

Title:

Date:

Date:

DRAFT

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2017</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Public Works - Julie Anderson

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/21/2017 Date of County Board Meeting to be Introduced: 6/27/2017

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Authorizing the transfer of \$65,000 within the Public Works - Fleet 2017 Budget and authorizing the purchase of capital equipment - AWSP - Mastic Machine.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.



Public Works & Development Services

14200 Washington Avenue
Sturtevant, WI 53177-1253
262-886-8440
fax: 262-886-8480
email@racinecounty.com

MEMORANDUM

TO: Finance and Human Resources Committee

FROM: David Prott, PWDS

RE: Accepting DOT Funding for AWSP – Mastic Machine

DATE: June 21, 2017

The Racine County Public Works & Development Services is requesting approval for the acceptance of \$65,000 from the Wisconsin Department of Transportation to purchase and operate an AWSP – Mastic Machine. This equipment will be paid for entirely with state funding and will be listed as a capital asset on our records. Other equipment and assets paid for through DOT funding have been treated similarly. There will be no impact on our operating or capital budget. Our staff have already received a quote for the equipment and related expenses at \$64,988.43. A copy of this quote from HGACBuy is attached.

Sincerely,

David Prott

David Prott
Superintendent of Highway and Parks



CONTRACT PRICING WORKSHEET
For Standard Equipment Purchases

Contract No.:

SM10-16

Date Prepared:

6/5/2017

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	Racine County Public Works	Contractor:	Crafco, Inc.
Contact Person:	Brett McDonald	Prepared By:	Angie Hoaglin
Phone:	260-886-8446	Phone:	800-528-8242
Fax:		Fax:	480-961-0513
Email:	Brett.McDonald@racinecounty.com	Email:	angie.hoaglin@crafco.com

Product Code:	13A	Description:	P/N# 56700 Patcher II (2 ton) Trailer Mount
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: 57,000.00

B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
P/N 20014 3" PINTLE HITCH	114.24		
P/N 24183 SEVEN PIN ROUND CONNECTION	54.99		
P/N 32330 INNER REPLACEMENT FOR TOOL HEAT BOX	1,120		
P/N 56825 UNHEATED CHUTE ASSY	980		
P/N 57783 HEATED CHUTE ASSY	4,080		
P/N 26058 10# FIRE EXTINGUISHER	192		
P/N 26059 FIRE EXTINGUISHER BRACKET	76		
P/N 56854 CONTROL PANEL/REAR LIGHT KIT/OPTION	43.2		
P/N 32263 BUCKET (2 INCLUDED)	28		
		Subtotal From Additional Sheet(s):	
		Subtotal B:	6688.43

C. Unpublished Options - Itemize below - Attach additional sheet if necessary
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
		Subtotal From Additional Sheet(s):	
		Subtotal C:	0

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 0%

D. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	63688.43	=	Subtotal D:	63688.43
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E. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
Freight	1300		
		Subtotal E:	1300

Delivery Date: 45 to 60 Days **F. Total Purchase Price (D+E):** 64988.43

REVISED

DISCRETIONARY MAINTENANCE AGREEMENT

RACINE COUNTY

CALENDAR YEAR 2017

The State of Wisconsin Department of Transportation (hereafter called the Department) authorizes the maintenance project herein described, and the above designated County, represented by its County Highway Committee and Highway Commissioner, agrees to perform such operations and furnish such materials as listed below. It is understood that the maintenance services authorized under this agreement shall be accomplished in compliance with state and federal law and under the general direction of the Department. Payment for services provided under this agreement shall be made to the County based on actual labor, including fringe benefit costs, machinery allowances as specified in the current MAINTENANCE MANUAL, CHAPTER 2, and material purchases authorized by the Department. Such payment shall be made upon presentation of accounts itemized and verified in accordance with regulations of the Department.

In connection with the services provided under this agreement, the County agrees not to discriminate against any employee or applicant for employment because of sex, age, race, religion, color, handicap, physical condition, developmental disability as defined in s.61.05(5), sexual orientation, or national origin. This provision shall include, but not be limited to the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The County further agrees to post in a conspicuous place, available for employees and applicants for employment, notices setting forth these provisions.

The disclaimer language as contained in the State Highway Maintenance Manual is included in this agreement by reference. The County is obligated to provide services under this agreement only to the extent it receives Department funding for the same. The Department recognizes that the County does not warrant that maintenance funds provided by the Department are sufficient to provide for a uniform level of service or standard of state highway maintenance applicable to all situations. Certain factors, including but not limited to, weather restrictions and funding or labor shortages, may make universal, year-round compliance with the goals expressed within this manual impossible to achieve.

PROJECT ID	COUNTY ACCT. NO.	DESCRIPTION	AMOUNT
0051-73-14	93321	AWSP - MASTIC MACHINE	NON INTERSTATE \$ 65,000
		ESTIMATED COUNTY COSTS	\$ 65,000

DATE: _____

ESTIMATED AMOUNT BUDGETED	
COUNTY LABOR	\$ 4,600
COUNTY EQUIPMENT	\$ 7,000
COUNTY MATERIALS	\$ 50,600
ADMINISTRATIVE SUPPORT	\$ 2,800

County Highway Commissioner

TOTAL COUNTY COST \$ 65,000

Approved for DEPARTMENT OF TRANSPORTATION

DTS Regional Director

Date

County Highway Committee

Director, Bureau of Highway Maintenance

Date

REVISED
DISCRETION HIGHWAY MAINTENANCE AGREEMENT

RACINE COUNTY
CALENDAR YEAR 2017

PROJECT ID: 0051-73-14 (NON INTERSTATE)

AREA WIDE SERVICE PROVIDER - HASTIC MACHINE FOR VARIOUS COUNTIES IN
SOUTHERN HALF OF SOUTHEAST REGION

HIGHWAY	LOCATION	LENGTH	UNIT PRICE	QUANTITY
STH VARIOUS	VARIOUS HIGHWAYS IN SOUTHERN COUNTIES OF SOUTHEAST REGION	.00	/	

STATE FURNISHED MATERIALS

COUNTY FURNISHED MATERIALS		\$	50,600
Quantity Measure	Description		
1.00 LUMP SUM	UNLISTED HIGHWAY MATERIALS		

COUNTY LABOR		\$	4,600
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SALARY	\$	2,600
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FRINGE	\$	2,000
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OVERTIME

COUNTY EQUIPMENT		\$	7,000
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ADMINISTRATIVE SUPPORT		\$	2,800
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TOTAL PROJECT COSTS	\$	65,000
		=====

CHARGES FOR THIS WORK SHALL BE SUMMARIZED BY THE FOLLOWING ACTIVITY CODES:

- | | |
|-------------------------------|-------------------------|
| 1 SPOT REPAIR/POT HOLE REPAIR | 2 CRACK SEALING/FILLING |
| 3 SEALCOATING | 4 WEDGING/RUT FILLING |
| 8 THIN RESURFACING | 32 TRAFFIC CONTROL |

DISCRETIONARY MAINTENANCE AGREEMENT

COUNTY FURNISHED MATERIALS

RACINE COUNTY

Project Id	Description	Quantity	Unit	Estimated Unit Price	Budget Amount
0051-73-14	UNLISTED HIGHWAY MATERIALS	1.000	LUMP SUM	\$50,600.0000	\$ 50,600.0000

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2016</u>	X	Resolution Request
		Ordinance Request
		Report Request

Requestor/Originator: FINANCE DEPARTMENT

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/21/2017 Date of County Board Meeting to be Introduced: 6/27/2017

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Transfer of \$500,000 within the General Fund 2016 Budget fo finalize the 2016 accounts

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

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- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2016</u>	X	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Finance Department

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 6/21/2017 Date of County Board Meeting to be Introduced: 6/27/2017

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Transfer of \$1,680,166 within the Ridgewood Care Center 2016 Budget to clean up accounts

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

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- To make Racine County a healthy, safe, clean, crime-free community and environment.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
50100 NURSING CARE SERV RN						
Wages	50100.6120	2,480,171	350,937	(350,937)	2,129,234	0
50102 NURSING CARE SERV AIDES						
Wages	50102.6120	2,881,163	264,156	(264,156)	2,617,007	0
50120 THERAPY SERVICES						
Part A PT Contract Therapy	50120.6460.3622	1,416,690	344,047	(344,047)	1,072,643	0
50415 DEBT SERVICE						
Principal Payments	50415.7420	390,155	390,155	(390,155)	0	0
ANNUAL CAPITAL						
CAB UPGRD 1E RN & MED RM	50420.7222.1106	6,500	6,230	(6,230)	270	0
WIND SILL REP 1E 2E	50420.7222.1111	7,000	7,000	(7,000)	0	0
ELECTRICAL COMPONENT	50420.7230.1700	31,736	31,736	(31,736)	0	0
EQUIP - COMPUTERS	50420.7110.20	32,830	2	(2)	32,828	0
EQUIP - LEAN MGMT	50420.7110.200	5,000	5,000	(5,000)	0	0
EQUIP - PULSE OX MACHINE	50420.7110.30	4,000	4,000	(4,000)	0	0
EQUIP - WHEELCHAIRS	50420.7110.50	5,000	1,914	(1,914)	3,086	0
EQUIP - SCALES	50420.7110.10	2,200	2,200	(2,200)	0	0
EQUIP - CURTAINS	50420.7110.100	5,199	3,813	(3,813)	1,386	0
ANNUAL CAPIT TRNFR	50420.7250	0	381,669	(239,976)	(239,976)	141,693
2016 CAPITAL PROJECTS						
UPGRADE FLORESCENT	50420.7220.1614	22,000	22,000	(22,000)	0	0
EXTERIOR DOOR REPLCEMNT	50420.7220.1615	7,000	7,000	(7,000)	0	0
TOTAL SOURCES				(1,680,166)		
50100 NURSING CARE SERV RN						
Diapers & underpads	50100.7108	70,000	(11,898)	47,220	117,220	35,322
50102 NURSING CARE SERV AIDES						
Temp Help	50102.6490	0	(40,962)	40,962	40,962	0
50103 NURSING CARE SERV CLERK						
Contracted Services	50103.6320	37,270	(12)	12	37,282	0
50110 PHARMACY SERVICES						
Nonbillable supplies	50110.7056	40,000	26,448	42,124	82,124	68,572
50150 ACTIVITY THERAPY SERV						
Wages	50150.6120	55,872	984	1,414	57,286	2,398
Contracted Services	50150.6320	164,800	(1,646)	63	164,863	(1,583)
Activity Supplies	50150.7048	12,000	(8,532)	8,071	20,071	(461)
50160 RADIOLOGY						
Part A Billable	50160.6464.3622	13,000	(12,286)	12,286	25,286	0

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
50210 DIETARY SERVICES						
C/S Dietary Management	50210.6320.113305	1,250,000	(159,301)	159,301	1,409,301	0
50230 HOUSEKEEPING SERVICES						
Pest Control	50230.6680	4,200	(3,669)	3,883	8,083	214
50240 LAUNDRY SERVICES						
C/S Superior Linen	50240.6320.67956	154,307	(130)	130	154,437	0
50260 OPERATING TRANSFER						
Wages	50260.6120	32,793	1,711	798	33,591	2,509
50310 ACCOUNTING SERVICES						
Contracted Services	50310.6320	97,097	(73)	73	97,170	0
50340 FRINGE BENEFITS						
Group Insurance	50340.6260	1,258,628	144,566	679,361	1,937,989	823,927
50420 ANNUAL CAPITAL						
Dep Exp Building	50420.7210.1500	0	(593,573)	593,573	593,573	0
50420 ANNUAL CAPITAL						
EQUIPMENT	50420.7110	0	(14,180)	14,180	14,180	0
EQU - WINDOWS/DOORS	50420.7110.800	0	(50)	50	50	0
KRONOS UPGRADE	50420.7221.007002	0	(3,300)	3,300	3,300	0
DINIG ROOM RENOVATION	50420.7222.1110	(7,000)	(7,034)	7,034	34	0
MECHANICAL	50420.7230.2000	0	(21,532)	21,532	21,532	0
WINDOW SILL RECPLACEMENT	50420.7230.2300	(2,000)	(2,000)	2,000	0	0
FLOORING/CARPETING	50420.7230.6000	51,463	(38,645)	38,645	90,108	0
PAINTING/WOOD FINISHING	50420.7230.700	35,796	14,785	4,154	39,950	18,939
TOTAL USES				1,680,166		
				0		

