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3 **2023 RES-404**

4 **CREATING A CAPITAL BUDGET LINE – DCDHS DAS DIVISION**

5 The Aging and Disability Resource Center (ADRC) in the Disability and Aging Services Division  
6 (DAS) of Dane County Department of Human Services (DCDHS) has an identified capital need  
7 in the reception area of the ADRC that surfaced in the fall of 2023. The reception area is an  
8 open space with a staff desk at counter height with no walls or protective glass and barrier  
9 should a member of the public enter the facility and demonstrate threatening and/or disruptive  
10 behavior. After being closed to the public during the COVID 19 pandemic, the ADRC has been  
11 fully reopened to the public for services since mid-2022. On at least three occasions since  
12 October 2023, members of the public have entered the facility and been disruptive and  
13 threatening in their behaviors against front desk staff. Reception staff have needed to summons  
14 Supervisory staff from the secured area behind the reception area using a panic/emergent  
15 situation button. These visits are becoming more frequent and reception staff feel unsafe in the  
16 current open access space.

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18 Facilities management staff have procured the plans and pursuant bid needed to enclose this  
19 reception area and make the area safer for staff. This resolution authorizes a transfer of Capital  
20 funds in order to make this modification to the ADRC reception area.

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22 This resolution creates the expense line in the capital budget for this purpose.

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24 NOW, THEREFORE, BE IT RESOLVED that the following expenditure account be added to  
25 Capital Fund 3130; and

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27 BE IT FURTHER RESOLVED that the capital accounts be adjusted as follows:

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<u>Expenditure Account Number</u>	<u>Account Title</u>	<u>Amount</u>
HSCAPPRJ 57694	JOB CENTER CUBICLES	<\$30,000>
HSCAPPRJ (NEW)	ADRC RECEPTION	\$30,000