

**ROCK COUNTY BOARD OF HEALTH**  
**WEDNESDAY, JULY 2, 2014 – 6:00 P.M.**  
**HEALTH DEPARTMENT – 3328 N. U.S. HIGHWAY 51**  
**JANESVILLE, WI 53545**  
**(ACROSS FROM SPORTSMAN’S PARK)**

**AGENDA**

1. Call to Order
2. Adopt Agenda
3. Approval of Minutes – June 4, 2014
4. Citizen Participation
5. Unfinished Business
6. New Business
  - A. Administrative Division
    - (1) Approval of Bills/Transfer of Funds/encumbrances
    - (2) Health Department Report
    - (3) Semi-Annual Report-attendance at Conventions/Conferences
  - B. Public Health Nursing
    - (1) Update on Infant Mortality in Rock County
  - C. Environmental Health
    - (1) Licensed Campgrounds in Rock County
7. Communications and Announcements
8. EXECUTIVE SESSION: Per Section 19.85 (1) (c), Wisconsin Statutes-Performance Evaluation of Health Officer.
9. Adjournment

If you are unable to attend the Board of Health meeting, **please** contact the Public Health Department (757-5442) or Ms. Kraft at (608) 751-6249. Thank you.

**ROCK COUNTY HEALTH DEPARTMENT**  
**LIST OF BILLS FOR 7/2/14 BOARD OF HEALTH MEETING**

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
<u>Fetal Infant Mortality Review Grant</u>			
31-3031-0000 63110	Blackhawk Tech. College Daniels Sentry	meeting room fee for 5/8/14 meeting refreshments for 6/18/14 meeting	25.00 47.25
<u>Community Transformation Grant</u>			
31-3161-0000- 63110	Susan Showers Kari Debroux Elaine Myszewski Kari Peterson Menards Menards Daniels Sentry Menards Carl Welke Menards	mileage reimbursement for 4/30/14 food training mileage reimbursement for 4/30/14 food training mileage reimbursement for 4/30/14 food training mileage reimbursement for 4/30/14 food training 50' flexogen hose for Edgerton Schools vegetable seeds for Edgerton Schools grocery items & produce for Edgerton Schools 250 bags of topsoil & vegetable seeds for Edg.Sch., plus delivery Farm2School seminar 4/29-4/30/14 consultant fees lumber & Rubbermaid shed for Edgerton Sch.garden, plus delivery	2.24 3.92 5.60 19.04 24.97 39.48 306.88 314.48 822.00 1,525.64
62119	Janesville Animal LB Med Waste	rabies specimen preparation: 2 bats sharps & medwaste disposal	50.00 51.75
63104	Proforma	1,000 travel brochures & 5,000 RCHD brochures	625.00
63200	Matt Wesson WDNR	reimburse for Soil Tester & POWTS Inspector certification renewals 2014 Lab Certification Fees	341.50 1,143.00
64000	School Health Medline Crucell Vaccines Crucell Vaccines	2.5mm disposable ear specula (6 packs) 2 cases medium nitrile exam gloves 20 packs oral typhoid vaccine 40 packs oral typhoid vaccine	37.83 156.00 680.00 1,360.00
64010	Culligan North Central Labs	June 2014 deionizer rent nitrate ion-plus combination probe for laboratory	35.00 818.98
64200	Skillpath Seminars Skillsoft Corp	4/11/14 seminar fee for Tim Banwell user based library with host	119.00 347.13
64203	Gundersen Lutheran Channing Bete	200 tick identification cards 30 each of 7 different pamphlets on lead, English & Spanish	10.39 247.21

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
64604	POC Network/ Transact Rx	May 2014 Medicare Part B transaction fees	1.50
64904	Menards	4 boxes each sandwich-size & quart-size zipper bags	20.32
	Daniels Sentry	items for Emergency Preparedness stipend	54.86
	Daniels Sentry	items for Emergency Preparedness stipend	199.63

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
31-3000-0000-62119	OTHER SERVICES	P1400024	06/03/2014	JANESVILLE ANIMAL MEDICAL CENT	50.00
		P1400026	06/05/2014	LB MEDWASTE SERVICES	51.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,500.00	822.03	0.00	101.75	3,576.22
31-3000-0000-63100 ENC	OFC SUPP & EXP	R1402564	06/12/2014	AMAZON.COM	350.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	4,652.48	2,011.53	350.30	1,485.69
31-3000-0000-63104	PRNT & DUPLICATI	P1401876	05/19/2014	PROFORMA PRINTWORKS	625.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	1,292.21	0.00	625.00	4,082.79
31-3000-0000-63200	PUBL/SUBCR/DUES		05/06/2014	WESSON, MATTHEW	341.50
		P1402273	05/28/2014	WISCONSIN DEPARTMENT OF NATUR.	1,143.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,100.00	3,452.50	0.00	1,484.50	163.00
31-3000-0000-64000	MEDICAL SUPPLIES	P1400013	05/19/2014	CRUCCELL VACCINES INC	2,040.00
		P1402220	06/04/2014	SCHOOL HEALTH CORPORATION	37.83
		P1402235	06/05/2014	MEDLINE INDUSTRIES INC	156.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	105,000.00	19,147.95	52,575.85	2,233.83	31,042.37
31-3000-0000-64010	LAB SUPPLIES	P1400014	05/13/2014	NORTH CENTRAL LABORATORIES OF	818.98
		P1400021	05/27/2014	CULLIGAN WATER CONDITIONING IN	35.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,500.00	3,260.47	0.00	853.98	8,385.55
31-3000-0000-64200	TRAINING EXP	P1400317	05/12/2014	SKILLPATH SEMINARS INC	119.00
		P1402248	05/30/2014	SKILLSOFT CORPORATION	347.13
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	3,513.16	4,810.00	466.13	1,210.71
31-3000-0000-64203	EDUC MAT & SUPPL	P1402214	05/28/2014	GUNDERSEN LUTHERAN MEDICAL FO	10.39
		P1402274	06/11/2014	CHANNING BETE CO INC	247.21

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00		848.95	0.00	257.60	893.45
31-3000-0000-64604	PROGRAM EXPENSE					
		P1401180	05/30/2014	POC NETWORK TECHNOLOGIES INC		1.50
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00		42.00	0.00	1.50	1,456.50
31-3000-0000-64904	SUNDRY EXPENSE					
		P1400017	06/09/2014	DANIELS SENTRY		254.49
		P1400022	06/02/2014	MENARDS		20.32
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00		55.34	0.00	274.81	4,669.85
<b>HEALTH DEPARTMENT PROG TOTAL</b>					<b>6,649.40</b>	
31-3031-0000-63110	ADMIN.EXPENSE					
<b>ENC</b>		R1402633	06/19/2014	STACKHOUSE,STACY		60.00
		P1400017	06/17/2014	DANIELS SENTRY		47.25
		P1402246	05/15/2014	BLACKHAWK TECHNICAL COLLEGE		25.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	150,000.00		23,103.66	6,242.87	132.25	120,521.22
<b>FETAL INFANT MORTALITY GRANT PROG TOTAL</b>					<b>132.25</b>	
31-3161-0000-63110	ADMIN.EXPENSE					
			05/01/2014	PETERSON,KARI		19.04
			05/01/2014	SHOWERS,SUSAN		2.24
			05/01/2014	DEBROUX,KARI		3.92
			05/01/2014	MYSZEWSKI,ELAINE		5.60
		P1400017	05/28/2014	DANIELS SENTRY		306.88
		P1400022	05/23/2014	MENARDS		1,904.57
		P1402321	05/02/2014	WELKE,CARL		822.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	456,500.00		385,283.60	592.98	3,064.25	67,559.17
<b>COMMUNITY TRANSFORMATION GRANT PROG TOTAL</b>					<b>3,064.25</b>	

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 **\$9,845.90**  
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: JUL 02 2014

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

# Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR      Date 6/26/14  
Requested By Public Health Department  
Department

Transfer No. 14-35  
Karen Cain, Health Officer  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 31-3000-0000-61610 Description: Health Insurance Current Balance: \$303,206	\$3,000	Account #: 31-3000-0000-63100 Description: Office Supplies	\$3,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

The Health Department had 2 public health nurse vacancies earlier in 2014, making some unspent health insurance funds available.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

We have purchased some office chairs for the department this year out of the #63100 Office Supplies account. This transfer of funds will make funds available for purchase of office supplies for the remainder of 2014.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *6-26-14*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature]* *6-26-14*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

Distribution: **EMAIL** Sherry Oja and Susan Balog

## ROCK COUNTY HEALTH DEPARTMENT

### North Office

P.O. Box 1088  
Janesville, WI 53547-1088  
608-757-5440  
608-758-8423 (fax)  
www.co.rock.wi.us



### South Office

61 Eclipse Center  
Beloit, WI 53511  
608-364-2010  
608-364-2011 (fax)

TO: Rock County Board of Health  
FROM: Karen Cain, Health Officer VL  
DATE: 7/2/14  
SUBJECT: Semi-Annual Report-Attendance at Conventions/Conferences

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For the period of January 1, 2014 through June 30, 2014, there were no Rock County Health Department staff persons that attended a training, convention, or conference in which the costs exceeded \$1,000.00 per event, per employee, whether in-state or out-of-state.

KC:el

cc: Craig Knutson, County Administrator



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## **“Healthful Hint” Monthly Health News Column**

### **“Summer Water Safety”**

The weather is warming up and families are beginning to plan summer vacations and recreational activities. It is important to remember that with all summer activities, water safety should be a primary concern. Below are some water tips to stay safe this summer.

#### **Pool and Water Safety**

- Never leave children alone in or near a pool or around water, even for a moment.
- Always have a swimming buddy. Never swim alone.
- Make sure adults know CPR and can rescue a child in water.
- If you own a pool, all four sides of your pool should be enclosed with a tall sturdy fence.
- Make sure gates around pools self-close and self-latch at a height where children can't reach.
- Obey all city and township rules and guidelines if you own a pool.
- Always keep rescue equipment (life preserver and a shepherd's hook - a long pole with a hook on the end) and a phone nearby.
- Only use manufacturer's specified chemicals in pool chlorination systems.
- Try to avoid getting any pool or lake water in your mouth.
- Do not depend on inflatable swimming aids such as "floaties". They are not substitute forms of approved life vests and can give children a false sense of security.
- Children should take swim lessons. According to American Pediatrics Academy, “the new guidance recommends that parents should decide whether to enroll an individual child in swim lessons based on the child's frequency of exposure to water, emotional development, physical abilities, and certain health concerns related to pool water infections and pool chemicals.”
- Watch weather conditions. Weather affects currents and depths in bodies of water.
- Avoid going into water that is too cold. Body cramps can occur making it difficult to swim. Being exposed to cold water for a prolonged period of time could induce hypothermia. Hypothermia is when there is a dangerous drop in body temperature caused by extended exposure to cold temperatures. Low body temperature can cause the body to shut down and slow down brain activity, breathing and heart rate.
- Whenever infants or toddlers are in or around water, an adult should always be within arm's length, providing "touch supervision."

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- Do not swim if you are ill or when you have diarrhea. This is especially important for children and infants in diapers. Germs can spread into the water and make people sick.
- Wash your hands with soap and water after using the toilet or changing diapers.
- Parents should know the depth of the water and look for any underwater hazards before allowing children to jump in.
- Do not dive "head first" in water. Encourage children to jump in "feet first".
- Watch for strong currents in rivers and be aware of deep water holes.
- In oceans, swim in areas supervised by lifeguards and be wary of rip currents and obey all signs. Recheck weather and water conditions during your vacation stay.
- Do not swim in water that has surface scum, mats or films, is discolored, or has colored streaks or has green globs floating below the surface. This can be blue-green algae.
- Swim in designated areas where there are lifeguards and follow all rules, signs, and flags. Always assume that a natural body of water is unsafe, if these elements are not in place.

### Hydration - Drink Water

- Make sure to stay hydrated and drink plenty of water. Mayo Clinic suggests to "drink *at least* eight 8-ounce glasses of fluids per day". If you are doing activities for an extended period of time, beverages with electrolytes (such as Gatorade and Powerade) will help replenish electrolytes lost in the body through sweating.

### Personal Watercrafts

- Always be watchful and defensive. Obey speed limits, wear life jackets and keep your distance from other personal watercrafts and objects in the water.
- Do not combine alcohol and drugs with water-related activities!
- Be on the lookout for sandbars.

Lastly, teach children how and when to call 9-1-1 or a local emergency number and teach children about water safety.

*Sources: American Pediatric Academy, Mayo Clinic, WebMd and the American Red Cross.*

Alison Chouinard is the Health Educator for the Rock County Health Department. If you would like to ask Alison a health-related question to be answered in a future column, e-mail her at [chouinar@co.rock.wi.us](mailto:chouinar@co.rock.wi.us). The Rock County Health Department reserves the right not to answer any questions deemed unsuitable.