

ROCK COUNTY BOARD OF HEALTH
WEDNESDAY, JUNE 2, 2010 – 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 – May 5, 2010
4. Citizen Participation
5. Unfinished Business
6. New Business
 - A. Administrative Division
 - (1) Election of Vice Chair
 - (2) Set Meeting Date and Time
 - (3) Approval of Bills/Transfer of Funds
 - (4) Health Department Report
 - (5) Resolution – Accepting South Central Wisconsin Consortium #10 Funding and Amending the 2010 Rock County Health Department Budget
 - B. Public Health Nursing
 - (1) Overview of Public Health Nursing
 - C. Environmental Health
 - (1) Overview of Environmental Health Division
7. Communications and Announcements
8. 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) 884-4761. Thank you.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130120000-63110	ADMIN.EXPENSE	332,182.00	71.2%	229,344.92	7,267.00	95,570.08	
	P1000372-PO# 06/01/10 -VN#038065			PINNACLE PHARMACY		209.47	
	P1001080-PO# 06/01/10 -VN#024806			LA FORCE HARDWARE AND MANUFACT		4,948.00	
	P1001819-PO# 06/01/10 -VN#027012			MMPR		166.50	
	P1001910-PO# 06/01/10 -VN#048467			STAPLES ADVANTAGE		174.35	
	P1002100-PO# 06/01/10 -VN#048871			SHORELAND INC		600.00	
				CLOSING BALANCE		89,471.76	6,098.32
	EMERG RESPONSE		PROG-TOTAL-PO				6,098.32

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$6,098.32 INCURRED BY PUB HEALTH EMERG RES PHASE II. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

BOARD OF HEALTH COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUN 02 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130740000-63110	ADMIN EXPENSE	5,800.00	17.6%	1,024.01	0.00		
	P1001221-PO# 06/01/10 -VN#014534					432.67	
				CLOSING BALANCE	4,343.32		432.67
	HEALTHY HOMES		PROG-TOTAL-PO			432.67	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$432.67
 INCURRED BY HEALTHY HOMES MINI GRANT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

BOARD OF HEALTH

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

JUN 02 2010

DATE _____

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130000000-62119	OTHER SERVICES	13,345.00	96.8%	5,432.45	7,495.02	417.53	
	P1000376-PO# 06/01/10 -VN#039062			BUE, RENE		351.45	
	P1000381-PO# 06/01/10 -VN#017809			GONZALEZ, BELEM		545.00	
	P1001923-PO# 06/01/10 -VN#012362			DOUGLAS REFRIGERATION SERVICE		135.00	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-613.92		1,031.45
3130000000-63100	OFC SUPP & EXP	8,400.00	34.5%	2,562.40	337.08	5,500.52	
	P1000379-PO# 06/01/10 -VN#038471			IRON MOUNTAIN SECURE SHREDDING		36.61	
	P1002081-PO# 06/01/10 -VN#044883			PAPER THERMOMETER CO		82.00	
				CLOSING BALANCE	5,381.91		118.61
3130000000-63200	PUBL/SUBCR/DUES	5,000.00	59.9%	2,998.90	0.00	2,001.10	
	P1002131-PO# 06/01/10 -VN#049575			JOHN WILEY AND SONS INC		191.00	
	P1002192-PO# 06/01/10 -VN#049595			COMMUNICATION BRIEFINGS		79.00	
	P1002234-PO# 06/01/10 -VN#042889			NATIONAL ASSOCIATION OF COUNTY		375.00	
				CLOSING BALANCE	1,356.10		645.00
3130000000-64000	MEDICAL SUPPLIES	110,000.00	53.0%	26,617.11	31,768.30	51,614.59	
	P1000372-PO# 06/01/10 -VN#038065			PINNACLE PHARMACY		157.86	
	P1000377-PO# 06/01/10 -VN#017191			WELDERS SUPPLY CO BELOIT INC		43.88	
	P1002021-PO# 06/01/10 -VN#047555			CRUCCELL VACCINES INC		960.00	
				CLOSING BALANCE	50,452.85		1,161.74
3130000000-64010	LAB SUPPLIES	6,500.00	56.3%	2,342.61	1,320.00	2,837.39	
	P1000371-PO# 06/01/10 -VN#010140			CULLIGAN WATER CONDITIONING IN		35.00	
	P1001790-PO# 06/01/10 -VN#026417			NORTH CENTRAL LABORATORIES OF		53.66	
	P1002047-PO# 06/01/10 -VN#028804			IDEXX LABORATORIES INC		1,329.57	
				CLOSING BALANCE	1,419.16		1,418.23
3130000000-64200	TRAINING EXP	10,000.00	25.8%	2,115.90	465.00	7,419.10	
	06/01/10 -VN#044500			STUBBS, CASEY		35.00	
	06/01/10 -VN#047206			JAHNKE BERG, SERENA		35.00	
	P1001917-PO# 06/01/10 -VN#046641			UNIVERSITY OF WISCONSIN PLATTE		200.00	
	P1002082-PO# 06/01/10 -VN#024104			PESI		174.00	
	P1002166-PO# 06/01/10 -VN#049589			WISCONSIN DEPARTMENT OF PUBLIC		15.00	
				CLOSING BALANCE	6,960.10		459.00

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		HEALTH DEPT.	PROG-TOTAL-PO			4,834.03	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,834.03 INCURRED BY HEALTH DEPARTMENT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

BOARD OF HEALTH COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUN 02 2010 DATE _____ CHAIR

ROCK COUNTY HEALTH DEPARTMENT
LIST OF BILLS FOR 6/2/10 BOARD OF HEALTH MEETING

<u>Account Number</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
31-3012-0000-63110	MMPR	table cover with Rock County logo	166.50
PHER Emerg.Response	Staples Advantage	fax machine for PNCC office in Beloit	174.35
	Pinnacle Pharmacy	3 epi-pen jr	209.47
	Shoreland Inc	Travel Health Companion booklets	600.00
	LaForce Hardware	exterior door for Janesville office	4,948.00
31-3074-0000-63110	Menards	safety gates, cabinet locks, outlet covers, etc.	432.67
Healthy Homes Grant			
<u>Health Dept. Main Budget</u>			
62119 Other Services	Douglas Refrig.	Service call for Beloit vaccine refrigerator	135.00
	Rene Bue	interpreter services 3/11-5/13/10	351.45
	Belem Gonzalez	interpreter services 4/22-5/14/10	545.00
63100 Office Supplies	Iron Mountain	shredding of confidential documents	36.61
	Paper Thermometer	thermolabels for restaurant inspections	82.00
63200 Dues/Licenses/ Subscriptions	Communication	1 year subscription	79.00
	Briefings		
	John Wiley & Sons	subscription to Public Health Nursing Journal	191.00
	NACCHO	membership renewal	375.00
64000 Medical Supplies	Welders Supply	carbon dioxide refill 4/29/10	43.88
	Crucell Vaccines	oral typhoid vaccine	960.00
64010 Laboratory Supp.	Culligan	5/10 deionizer rent	35.00
	North Central Labs	PVC faucet for laboratory	53.66
	IDEXX	colisure for laboratory	1,329.57
64200 Training	WDPI	registration fee for workshop	15.00
	Serena Berg	reimburse for seminar registration	35.00
	Casey Stubbs	reimburse for seminar registration	35.00
	PESI	seminar registration fee	174.00
	UW Platteville	2 seminar registration fees	200.00

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-10

Transfer No.

Requested by Public Health Dept

Karen Cain

Department

Department Head

5/14/10

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
31-3000-0000	63300 Travel	2,000
31-3000-0000	64000 Medical Supplies	2,000


TO

ACCOUNT #	DESCRIPTION	AMOUNT
31-3000-0000	62119 Other Services	4,000

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. 

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED

MAY 18 2010

10.10

TO: FINANCE DIRECTOR

REQUESTED BY: Public Health Dept
Department

Karen Cum
Department Head Signature

DATE: 5/14/10

	AMOUNT
1) ACCOUNT #: 31-3000-0000-63300 DESCRIPTION: Health Dept. Travel CURRENT BALANCE: \$ 38533 PROVIDED BY THE FINANCE DIRECTOR	\$2,000
2) ACCOUNT #: 31-3000-0000-64000 DESCRIPTION: Health Dept. Medical Supplies CURRENT BALANCE: \$ 50655 PROVIDED BY THE FINANCE DIRECTOR	\$2,000
3) ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

	AMOUNT
ACCOUNT #: 31-3000-0000-62119 DESCRIPTION: Health Dept. Other Services	\$2,000
ACCOUNT #: 31-3000-0000-62119 DESCRIPTION: Health Dept. Other Services	\$2,000
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

The Health Department has had the need to utilize interpreters on an ever-increasing basis. Interpreters are used at home visits and also sometimes at immunization clinics. This transfer of funds will enable the Health Department to continue the use of interpreters for these activities for the remainder of 2010.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Board of Health
INITIATED BY _____



Gerri Waugh, Account Clerk II
DRAFTED BY _____

Board of Health
SUBMITTED BY _____

May 14, 2010
DATE DRAFTED _____

TITLE

ACCEPTING SOUTH CENTRAL WISCONSIN CONSORTIUM #10 FUNDING AND AMENDING THE 2010 ROCK COUNTY HEALTH DEPARTMENT BUDGET

1 WHEREAS, the Rock County Health Department is a member of the South Central Wisconsin
2 Consortium #10 to prepare for bioterrorism and other public health threats; and
3

4 WHEREAS, the Rock County Health Department has been awarded \$5,500 in funding by the South
5 Central Wisconsin Consortium #10; and
6

7 WHEREAS, these funds will be utilized to purchase necessary health department supplies and also
8 for training of key health department staff.
9

10 NOW, THEREFORE BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
11 on this _____ day of _____, 2010, does hereby authorize the Rock County Health
12 Department to accept South Central Wisconsin Consortium #10 funding in the amount of \$5,500 and
13 amend the 2010 Rock County Health Department budget as follows:
14

15	<u>Account/Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
16	<u>Source of Funds</u>	<u>5/14/10</u>	<u>(Decrease)</u>	<u>Budget</u>
17	31-3008-0000-42100			
18	Consortium Funding	\$20,744	\$5,500	\$26,244
19				
20				
21	<u>Use of Funds</u>			
22	31-3008-0000-63110			
23	Consortium Funding Adm Expense	\$20,744	\$5,500	\$26,244

Respectfully submitted,

BOARD OF HEALTH

Sandra Kraft, Chair

Richard Bostwick

Louis Peer

Jane Thompson

Dr. Aaron Best, M.D.

Dr. Dean Peterson, DVM

Dr. Connie Winter, DDS

Judith Wade

James Rooney

**ACCEPTING SOUTH CENTRAL WISCONSIN CONSORTIUM #10 FUNDING AND
AMENDING THE 2010 ROCK COUNTY HEALTH DEPARTMENT BUDGET**

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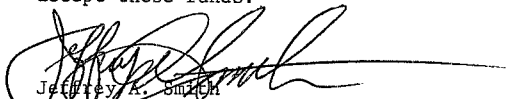
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair

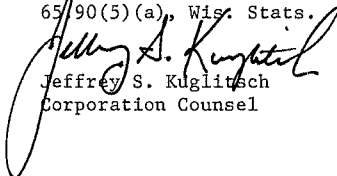
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$5,500 in federal aid for bioterrorism preparedness. No County matching funds are required to accept these funds.


Jeffrey A. Smith
Finance Director


LEGAL NOTE:

As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

**ACCEPTING SOUTH CENTRAL WISCONSIN CONSORTIUM #10 FUNDING
AND AMENDING THE 2010 ROCK COUNTY HEALTH DEPARTMENT
BUDGET**

EXECUTIVE SUMMARY

The Rock County Health Department is a member of the South Central Wisconsin Consortium #10, which was organized to prepare for bioterrorism and other public health threats.

The consortium receives funding to carry out the objectives assigned to it. At the end of the year, any money remaining in the consortium budget is disseminated to the individual consortium members. At the end of 2009, there was an additional \$38,500 remaining, of which Rock County's share is \$5,500.00.

These funds will be used by the health department to continue its activities to ensure Rock County is prepared for any public health threat that might arise.