

ROCK COUNTY BOARD OF HEALTH
WEDNESDAY, JUNE 6, 2012 – 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 2, 2012
4. Citizen Participation
5. Unfinished Business
6. New Business
 - A. Administrative Division
 - (1) Approval of Bills/Transfer of Funds
 - (2) Pre-Approved Encumbrance Amendment: Sanofi Pasteur
 - (3) Resolution – Accepting Contribution from Kiwanis Noon Club of Beloit and Amending the 2012 Rock County Health Department Budget
 - (4) Grant Opportunity
 - (5) Health Department Report
 - B. Public Health Nursing
 - (1) Pertussis Outbreak Update
 - C. Environmental Health
 - (1) Request for Holding Tank Variance – Gavilon Grain in Avalon
 - (2) Results of Food Safety Training
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.

ROCK COUNTY HEALTH DEPARTMENT
LIST OF BILLS FOR 6/6/12 BOARD OF HEALTH MEETING

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
31-3002- 0000-64900	Grainger Veolia	Prescription Drug Collection Grant: 30 gallon fiberboard containers (10) disposal charges for controlled substances	379.10 1,061.74
62119	Paper Recovery Service Mercy Hospital	shredding of confidential documents prenatal classes for client	25.25 35.00
62503	Rene Bue Belem Gonzalez Belem Gonzalez Belem Gonzalez	interpreter services 4/18-5/17/12 interpreter services 4/17-5/2/12 interpreter services 4/27-5/10/12 interpreter services 5/10-5/18/12	167.60 550.00 420.00 520.00
63100	Taylor Technologies	pool testing reagents	117.08
63104	Proforma Printworks	1,000 health department brochures	381.00
63200	Adam Elmer Beloit Daily News NACCHO	reimburse for POWTS Inspector certification exam fee 1 year subscription renewal membership renewal 7/1/12 -- 6/30/13	40.00 169.00 413.00
64000	McKesson Pinnacle Pharmacy Merck	2 cases facial tissue & 1 box pregnancy tests (50) 5 vials tuberculin 30 doses zostavax vaccine less discount	115.75 224.13 4,679.27
64010	Culligan Fisher Scientific North Central Laboratories	May 2012 deionizer rent ISA for nitrate measurements, 475 ml nitrate standards & volumetric transferpette with disposable pipet tips	35.00 112.00 330.79
64200	UW La Crosse Wheaton Franciscan	Laura Conklin registration for 4/19/12 conference 2 registration fees for 5/23/12 conference	89.00 250.00
64203	MaxiShare PESI HealthCare	shipping charges for Mr. Yuk poison control educational materials Efficient & Comprehensive Multi-System Pediatric Assessments dvd	6.95 63.00
64904	Menards	Healthy Homes safety items	143.16

Account Number	Name	Yearly Prent Appropriation	Prent Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130000000-62119	OTHER SERVICES	19,901.00	52.5%	4,819.61	5,644.43	9,436.96		
	P1200464-PO# 06/01/12 -VN#021628			MERCY HOSPITAL			35.00	
	P1200467-PO# 06/01/12 -VN#050412			PAPER RECOVERY SERVICE CORPORA			25.25	
				CLOSING BALANCE		9,376.71		60.25
3130000000-62503	INTERPRETER FEES	28,000.00	0.0%	6,092.45	-6,092.42	27,999.97		
	P1200199-PO# 06/01/12 -VN#039062			BUE,RENE			167.60	
	P1200202-PO# 06/01/12 -VN#017809			GONZALEZ, BELEM			1,490.00	
				CLOSING BALANCE		26,342.37		1,657.60
3130000000-63100	OFC SUPP & EXP	8,500.00	26.5%	2,312.04	-56.17	6,244.13		
	P1201813-PO# 06/01/12 -VN#046997			TAYLOR TECHNOLOGIES INC			117.08	
				CLOSING BALANCE		6,127.05		117.08
3130000000-63104	PRNT & DUPLICATI	6,000.00	26.0%	1,561.07	0.00	4,438.93		
	P1201669-PO# 06/01/12 -VN#045720			PROFORMA PRINTWORKS			381.00	
				CLOSING BALANCE		4,057.93		381.00
3130000000-63200	PUBL/SUBCR/DUES	5,000.00	58.2%	2,911.00	0.00	2,089.00		
	06/01/12 -VN#046967			ELMER, ADAM			40.00	
	P1202019-PO# 06/01/12 -VN#011191			BELOIT DAILY NEWS			169.00	
	P1202020-PO# 06/01/12 -VN#042889			NATIONAL ASSOCIATION OF COUNTY			413.00	
				CLOSING BALANCE		1,467.00		622.00
3130000000-64000	MEDICAL SUPPLIES	80,000.00	53.7%	29,989.71	13,044.27	36,966.02		
	P1200196-PO# 06/01/12 -VN#038065			PINNACLE PHARMACY			224.13	
	P1200203-PO# 06/01/12 -VN#014540			MERCK AND CO INC			4,679.27	
	P1200204-PO# 06/01/12 -VN#042626			MC KESSON MEDICAL SURGICAL COR			115.75	
				CLOSING BALANCE		31,946.87		5,019.15
3130000000-64010	LAB SUPPLIES	6,500.00	28.9%	4,090.53	-2,209.09	4,618.56		
	P1200195-PO# 06/01/12 -VN#010140			CULLIGAN WATER CONDITIONING IN			35.00	
	P1200205-PO# 06/01/12 -VN#026417			NORTH CENTRAL LABORATORIES OF			330.79	
	P1201741-PO# 06/01/12 -VN#026419			FISHER SCIENTIFIC COMPANY			112.00	
				CLOSING BALANCE		4,140.77		477.79
3130000000-64200	TRAINING EXP	10,000.00	41.0%	4,105.32	0.00	5,894.68		
	P1201389-PO# 06/01/12 -VN#041212			UNIVERSITY OF WISCONSIN LACROS			89.00	
	P1201923-PO# 06/01/12 -VN#046586			WHEATON FRANCISCAN HEALTHCARE			250.00	
				CLOSING BALANCE		5,555.68		339.00
3130000000-64203	EDUC MAT & SUPPL	2,000.00	23.1%	463.36	0.00	1,536.64		
	P1201261-PO# 06/01/12 -VN#024104			PESI			63.00	

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	P1201890-PO# 06/01/12 -VN#028785		MAXISHARE			6.95	
			CLOSING BALANCE		1,466.69		69.95
3130000000-64904	SUNDRY EXPENSE	3,145.00 0.0%	289.56	-289.55	3,145.99		
	P1200125-PO# 06/01/12 -VN#014534		MENARDS			143.16	
			CLOSING BALANCE		3,002.83		143.16
	HEALTH DEPT.		PROG-TOTAL-PO			8,886.98	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$8,886.98 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 06 2012

DATE _____

CHAIR

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

12-15
Transfer No.

Requested by Public Health

Department Karen Cain

Department Head

Date 5/17/12

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
31-3000-0000-61100	Regular Wages	25,833

TO

ACCOUNT #	DESCRIPTION	AMOUNT
31-3000-0000-64000	Medical Supplies	20,000
31-3000-0000-67171	Cap Assets \$1000 +	5,833

FISCAL NOTE:

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

ADMINISTRATIVE NOTE:

Recommended.

SR 2/1/12
Karen Cain

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

_____ File _____

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED
12-15
MAY 22 2012

TO: FINANCE DIRECTOR

REQUESTED BY: Public Health

Department

Karen Cunn

Department Head Signature

DATE:

May 17, 2012

FROM:	AMOUNT
1) ACCOUNT #: 31-3000-0000-61100 DESCRIPTION: Regular Wages CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	\$25,833.00
2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 31-3000-0000-64000 DESCRIPTION: Medical Supplies	\$20,000.00
ACCOUNT #: 31-3000-0000-67171 DESCRIPTION: Capital Assets \$1,000/more	\$5,833.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:

A public health nurse position vacancy from April-July, 2012, and the nurse beginning employment in July will be paid \$2.56 per hour less than the previous nurse in that same position, which will save the department approximately \$17,888 for the vacancy and decreased hourly pay. Another public health nurse is on a 12-week FMLA maternity leave, which will save the department approximately \$10,721 while she is on leave.

REASON TRANSFER IS NECESSARY - BE SPECIFIC:

Increased need for specialized purchased vaccines, including zoster (shingles), international travel vaccines, and the encumbrance for the department's 2012-2013 influenza vaccine order have nearly depleted the department's medical supplies expense account. The department's professional staff will be working alternative work schedules, which may involve working more than the usual 8-hour shift at times. In order to have accurate documentation of actual hours worked, time clocks need to be purchased for both health department offices, for a total cost of \$5,833.

PURCHASE ORDER NUMBER P1200014 PEID 042550

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT Public Health

COMMITTEE Board of Health

VENDOR NAME Sanofi Pasteur

ACCOUNT NUMBER 31-3000-0000-64000

FUNDS DESCRIPTION Medical Supplies

AMOUNT OF INCREASE \$ 9,995.00

INCREASE FROM \$ 9,995.00 TO \$ 19,990.00

ACCOUNT BALANCE AVAILABLE \$ #15,385.94 SB 5/1/12

REASON FOR AMENDMENT Demand for travel vaccines remains high, and we need to increase the pre-approved encumbrance amount in order to be able to continue to order travel vaccines for the remainder of 2012.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(if over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(if over \$10,000) Resolution # _____ Adoption Date _____

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENTS

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 23, 2012
DATE DRAFTED _____

Accepting Contribution from Kiwanis Noon Club of Beloit and Amending the 2012 Rock County Health Department Budget

- 1 WHEREAS, the Rock County Health Department works with families with young children to ensure
- 2 child safety; and,
- 3
- 4 WHEREAS, the Rock County Health Department applied for and was awarded a \$300 grant from the
- 5 Kiwanis Noon Club of Beloit for a community project dealing with the youth of the community; and,
- 6
- 7 WHEREAS, these funds will be utilized for the purchase of supplies for Healthy Homes home visits
- 8 conducted by the Rock County Health Department.
- 9
- 10 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
- 11 assembled on this _____ day of _____, 2012 does hereby authorize the Rock County
- 12 Health Department to accept this grant from the Kiwanis Noon Club of Beloit in the amount of \$300,
- 13 and amend the 2012 Rock County Health Department Budget as follows:
- 14

15	Account/Description	Budget	Increase	Amended
16	Source of Funds	5/23/12	(Decrease)	Budget
18	31-3000-0000-46000			
19	Health Department Contributions	\$2,500	\$300	\$2,800
20	Use of Funds			
21	31-3000-0000-64904			
22	Health Department Sundry Expense	\$3,146	\$300	\$3,446

Respectfully submitted,

BOARD OF HEALTH

Sandra Kraft, Chair

Louis Peer, Vice Chair

Richard Bostwick

Vacant

Dr. Aaron Best, MD

Dr. Dean Peterson, DVM

Dr. Connie Winter, DDS

Judith Wade

James Rooney

Accepting Contribution from Kiwanis Noon Club of Beloit and Amending the 2012 Rock
County Health Department Budget

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FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair

FISCAL NOTE:

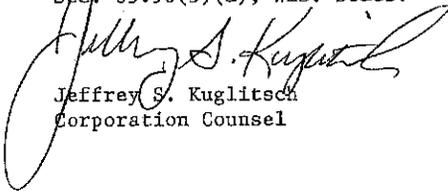
This resolution authorizes the acceptance and expenditure of a \$300 contribution from the
Kiwanis Noon Club of Beloit. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19),
Wis. Stats. As an amendment to the adopted 2012 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 Contribution from Kiwanis Noon Club of Beloit and
Amending the 2012 Rock County Health Department Budget**

EXECUTIVE SUMMARY

As part of the Rock County Health Department's work with families with young children, the department sends public health nurses and environmental health specialists out to visit homes in the community and assess the risk for child safety/injury as part of our Healthy Homes program.

The Kiwanis Noon Club of Beloit was accepting grant requests for community projects dealing with the youth of the community. The Rock County Health Department applied for and was awarded a \$300 grant.

These funds will be used to purchase safety supplies such as door/cabinet locks, safety gates, smoke alarms, etc. to assist families in complying with the recommendations made by health department staff during Healthy Homes visits.

In 2011, the Rock County Health Department had received a similar grant from the Kiwanis Noon Club of Beloit. The department used those 2011 funds to purchase safety supplies, which enabled us to assist 17 families (65 persons) in keeping their children safe in their homes.

These 2012 funds will enable the health department to continue our mission to keep all children in the community safe.

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)

“Healthful Hints” Monthly Health News Column

Turn Off the TV?

At a local elementary school, I asked a class of four and five year olds what they could do to get exercise instead of watching TV. It was very difficult for them to imagine a world where the TV is not their sole source of entertainment. After all, as one of the kids pointed out, they can still get exercise on the Wii and through video games that make them dance and move around. While that’s true, have children lost the ability to use their imagination and explore all the outdoors has to offer?

Growing up, my brother, our friends, and I spent every day outside from dawn until dusk. I can still vividly remember those summers, running around the neighborhood, pretending to be superheroes, and going on wild adventures on our bicycles. We even made houses and forts out of empty refrigerator boxes, sheets and anything else we could find. Looking back on it now, we were certainly an adventurous bunch. At the time I thought we were simply having fun, but little did I know that we were actually getting *exercise*!

The cure to getting kids outside isn’t a mystery. They just need to move. Bike, hike, swim, walk, run – just move. Make getting more physical activity a family project. Encourage everyone in your family to think of fun ways to get off the sofa, away from the TV screen and get moving.

There are a variety of things every family can do to get some exercise:

- Bike to the library or the park together.
- Walk or bike to your children’s sports events to cheer them on.
- Have your children come to your sports events and cheer for you.
- Enjoy celebrations differently. Instead of staying inside watching TV, celebrate special occasions like birthdays and anniversaries with something active, like hiking or a volleyball game.

But what happens if it’s raining or too cold to go outside? Turn on some music and have a dance party! At the elementary school, the children have fun pretending to be animals or objects, like airplanes, in order to get them moving around to the music. It’s also fun to see what they can think of when they use their imaginations. The bottom line is there is no wrong way to get exercise. Whatever you can do to get your children moving will help.

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Health experts say screen time at home should be limited to two hours or less a day, unless it's work- or homework-related. Parents and caregivers should set a positive example for their children and set rules that limit kids' computer time, TV watching, and video game playing.

The time we spend in front of the TV screen could be better spent doing something that will get us up and moving. With summer approaching, it's a great time to enjoy the warmer weather and get outdoors. Make it a family goal to spend more time together exercising and less time watching TV and playing video games. Who knows? You might even have fun in the process!

Laura Conklin is the Health Educator for the Rock County Health Department. If you would like to ask Laura a health-related question to be answered in a future column, e-mail her at conklin@co.rock.wi.us. The Rock County Health Department reserves the right not to answer any questions deemed unsuitable.