

ROCK COUNTY BOARD OF HEALTH
WEDNESDAY, AUGUST 5, 2015 – 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 – July 1, 2015
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) Resolution – Honoring Janet Zoellner’s 25 Years of Service to Rock County
 - (4) Get Immunized Campaign – Claire Hahn
 - B. Public Health Nursing
 - (1) Health Education and Health Promotion to Hispanic Populations in Rock County
 - C. Environmental Health
 - (1) Environmental Health Program Survey Results – Corey Janssen
7. Communications and Announcements
8. Adjournment

If you are unable to attend the Board of Health meeting, **please** contact the Public Health Department (757-5440) or Ms. Kraft at (608) 751-6249. Thank you.

ROCK COUNTY HEALTH DEPARTMENT
LIST OF BILLS FOR 8/5/15 BOARD OF HEALTH MEETING

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
		<u>FIMR Grant</u>	
31-3031-0000- 63110	Daniels Sentry	refreshments for 6/17/15 meeting	42.73
<u>Health Dept. Main Budget</u>			
62119	LB Med Waste	sharps & medwaste disposal 6/3/15 & 7/1/15	78.30
62176	WI State Lab Hygiene	5/28/15 nitrite water test	27.00
62210	Batteries & Bulbs	screen repair – Tim Banwell smartphone	161.36
63101	Janesville Post Office	priority mail 1-day express charge for grant application (petty cash)	19.99
	Postmaster	300 forever postage stamps	147.00
63104	Jax Custom Printing Proforma Printworks	150 of Keep Calm signs (for EH) Healthy Families First brochures, English & Spanish	83.00 339.65
63200	Public Health Foundation	'Epidemiology & Prevention of Vaccine-Preventable Diseases', 13 th Edition	50.00
64000	Storage Systems PaxVax GlaxoSmithKline Merck	freight charges for client chart supplies 10 packs oral typhoid vaccine adult hep-A; hep-B; and twinrix vaccines 50 doses zostavax (shingles) vaccine	18.97 430.00 2042.50 9197.59
64010	Culligan North Central Labs	July 2015 deionizer rent nitrate & buffer standards for laboratory	35.00 57.00
64200	UW-Stevens Point	8/6-8/7/15 conference registration for Anne Weirich	125.00
64203	MaxiShare Channing Bete Charlies Kids Foundation	Poison Help magnets (150) lead poisoning pamphlets, English & Spanish Sleep Baby Safe & Snug books & magnets, English & Spanish	29.45 184.76 630.00
64604	POC Network Technologies	May 2015 claim transaction fee	1.50
64904	MMPR	151 baby keys with RCHD imprint	354.18

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
31-3000-0000-62119	OTHER SERVICES	P1500207	06/22/2015	LB MEDWASTE SERVICES	78.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	1,327.71	900.00	78.30	693.99
31-3000-0000-62176	LABORATORY	P1500204	05/28/2015	WISCONSIN STATE LABORATORY OF	27.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	100.00	27.00	0.00	27.00	46.00
31-3000-0000-62210	TELEPHONE	P1502375	07/08/2015	BATTERIES PLUS INC	152.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	16,000.00	8,195.84	0.00	152.95	7,651.21
31-3000-0000-63100 ENC	OFC SUPP & EXP	R1502968	07/23/2015	AMAZON.COM	41.28
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,500.00	3,760.01	157.37	41.28	6,541.34
31-3000-0000-63101	POSTAGE	P1500200	05/14/2015	ROCK COUNTY PUBLIC HEALTH DEPT	19.99
		P1502427	06/26/2015	POSTMASTER JANESVILLE	147.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,000.00	6,114.63	1,780.66	166.99	3,937.72
31-3000-0000-63104	PRNT & DUPLICATI	P1502163	06/14/2015	PROFORMA PRINTWORKS	339.65
		P1502298	06/10/2015	JAX CUSTOM PRINTING INC	83.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	3,171.42	96.00	422.65	2,309.93
31-3000-0000-63200	PUBL/SUBCR/DUES	P1502206	06/11/2015	PUBLIC HEALTH FOUNDATION	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,888.00	2,036.75	553.00	50.00	3,248.25
31-3000-0000-64000	MEDICAL SUPPLIES	P1500192	07/14/2015	GLAXOSMITHKLINE PHARMACEUTICA	2,042.50
		P1500194	07/07/2015	PAXVAX INC	430.00
		P1500197	06/01/2015	MERCK AND CO INC	9,197.59
		P1502050	06/30/2015	STORAGE SYSTEMS MIDWEST INC	18.97
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	100,000.00	20,907.33	42,655.83	11,689.06	24,747.78
31-3000-0000-64010	LAB SUPPLIES				

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1500195	06/09/2015	NORTH CENTRAL LABORATORIES OF	57.00
		P1500202	06/25/2015	CULLIGAN WATER CONDITIONING IN	35.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,500.00	7,020.37	0.00	92.00	5,387.63
31-3000-0000-64200	TRAINING EXP				
		P1502585	07/08/2015	UNIVERSITY OF WISCONSIN STEVEN	125.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	4,697.54	2,918.61	125.00	1,258.85
31-3000-0000-64203	EDUC MAT & SUPPL				
		P1502336	06/19/2015	CHANNING BETE CO INC	184.76
		P1502365	06/22/2015	MAXISHARE	29.45
		P1502374	06/26/2015	CHARLIES KIDS FOUNDATION	630.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	259.27	976.80	844.21	(80.28)
31-3000-0000-64604	PROGRAM EXPENSE				
		P1500208	05/31/2015	POC NETWORK TECHNOLOGIES INC	1.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	182.50	0.00	1.50	1,316.00
31-3000-0000-64904	SUNDRY EXPENSE				
		P1502056	06/22/2015	MMPR	354.18
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	651.24	345.00	354.18	3,649.58
HEALTH DEPARTMENT PROG TOTAL					14,045.12
31-3031-0000-63110	ADMIN.EXPENSE				
		P1500198	06/17/2015	DANIELS SENTRY	42.73
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	150,000.00	73,280.88	7,326.00	42.73	69,350.39
FETAL INFANT MORTALITY GRANT PROG TOTAL					42.73

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 **\$14,087.85**

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:

AUG 05 2015

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1500063 PEID 052519

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE 7/28/15

DEPARTMENT Rock County Health Department

COMMITTEE Board of Health

VENDOR NAME JP Morgan Chase

ACCOUNT NUMBER 31-3000-0000-63200

FUNDS DESCRIPTION Publications/Subscriptions/Dues

AMOUNT OF INCREASE \$ 713.00

INCREASE FROM \$ 1,103.00 TO \$ 1,816.00

ACCOUNT BALANCE AVAILABLE \$ 3,258.25 SB 07/28/15

REASON FOR AMENDMENT WALHDAB dues of \$363.00 paid by credit card on 7/28/15; extra \$350.00 to cover rest of 2015.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

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

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

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Board of Health
INITIATED BY

Marie-Noel Sandoval
DRAFTED BY



Board of Health
SUBMITTED BY

07/27/2015
DATE DRAFTED

RECOGNIZING JANET ZOELLNER FOR SERVICE TO ROCK COUNTY

1 **WHEREAS**, Janet Zoellner began her employment at the Rock County Health Department on February 26, 1990
 2 as a Public Health Nurse.
 3
 4 **WHEREAS**, Janet Zoellner will resign from the Rock County Health Department on August 6, 2015; and,
 5
 6 **WHEREAS**, Janet Zoellner has provided services to Rock County citizens for over 25 years; and,
 7
 8 **WHEREAS**, throughout her tenure with Rock County, Janet Zoellner has served in many capacities including:
 9 Public Health Nurse, Public Health Nursing Supervisor, Public Health Nursing Director, and Infection Control
 10 Nurse at Rock Haven.
 11
 12 **WHEREAS**, Janet Zoellner has made countless contributions in the lives of individual citizens whom she
 13 impacted as a Public Health Nurse, and as a committee member on many committees including the Beloit LIHF,
 14 HAZMAT team, Fetal Infant Mortality Review (FIMR) team, and Home Visiting Network. Her knowledge and
 15 passion for Public Health has been vital to the Health Department for many years.
 16
 17 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled on this
 18 _____ day of _____ 2015, does hereby thank Janet Zoellner for her dedication and
 19 contributions to the citizens of Rock County; and,
 20
 21 **BE IT FURTHER RESOLVED** that a copy of this resolution be presented to Janet Zoellner with the Rock
 22 County Board of Supervisors' best wishes for her future plans.

Respectfully submitted,

BOARD OF HEALTH

COUNTY BOARD STAFF COMMITTEE

Sandra Kraft, Chair

J. Russell Podzilni, Chair

Louis Peer, Vice Chair

Sandra Kraft, Vice Chair

Gregory Addie

Eva Arnold

Richard Bostwick

Henry Brill

Dr. Keith Konkol, M.D.

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Dr. Dean Peterson, DVM

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Dr. Connie Winter, DDS

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Alan Sweeney

Eric Gresens, R.Ph

Terry Thomas