# ROCK COUNTY BOARD OF HEALTH WEDNESDAY, FEBRUARY 03, 2016 – 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 January 06, 2016
- 4. Citizen Participation
- 5. Unfinished Business
- 6. New Business
  - A. Administrative Division
    - (1) Approval of Bills/Transfer of Funds/Encumbrances
    - (2) Health Department Report
  - B. Public Health Educator
    - (1) Emergency Preparedness Overview & Hazard Vulnerability Assessment (HVA)
- 7. Communications and Announcements
- 8. Adjournment

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

## ROCK COUNTY HEALTH DEPARTMENT LIST OF BILLS FOR 2/3/16 BOARD OF HEALTH MEETING

Account No.	Vendor Name	Item(s) Description	\$ Amount			
<u>2015 BUDGET</u>						
62119	LB Med Waste Janesville Animal Medical Center	December sharps & medwaste disposal August 2015 rabies specimens preparation December 2015 rabies specimens preparation	53.30 100.00 150.00			
63200	Rick Wietersen WI Dept of Safety	reimburse soil tester exam fee	110.00			
	& Prof.Services	soil tester credential fee for Rick Wietersen	256.25			
64000	Kealey Pharmacy GlaxoSmithKline	epi-pens 30 doses adult hep-A vaccine	330.95 980.40			
64200	Health Care Educ. & Training Inc	WI STD Summit registration fee	45.00			
64308	Janesville Floral	poinsettia plant for medical advisor	48.50			
64604	POC Network Technologies	August 2015 claim transaction fee December 2015 claim transaction fees	1.50 52.50			
		2016 BUDGET				
63200	Janesville Gazette	52 week subscription renewal	299.00			
64000	PaxVax	30 packs oral typhoid vaccine	1,290.00			
64010	Culligan WI State Lab of	January 2016 deionizer rent	35.00			
	Hygiene	2016 proficiency tests for laboratory	480.00			
64203	Shoreland	400 each of Travel Health Companion booklets for travel clients	720.00			

COMMITTEE APPROVAL REPORT

2015...

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
31-3000-0000-62119	OTHER SERVICES	3			, , , ,	
		P1500205	09/01/2015	JANESVILLE ANIMAL	MEDICAL CENT	250.00
		P1500207	12/18/2015	LB MEDWASTE SER\	/ICES	53.30
	Budget	YTD	Ехр	YTD Enc	Pending	Closing Balance
Market Million and Control of the Co	3,500.00	2,189	9.41	900.00	303.30	107.29
31-3000-0000-63200	PUBL/SUBCR/DUE	S				
	·		09/15/2015	WIETERSEN, RICK		110.00
	•	P1503946	12/31/2015	STATE OF WISCONS	IN	256.25
	Budget	YTD I	≣xp	YTD Enc	Pending	Closing Balance
	5,888.00	4,017	7.75	0.00	366.25	1,504.00
31-3000-0000-64000	MEDICAL SUPPLIE	ES				
		P1500192 12/15/2015		GLAXOSMITHKLINE PHARMACEUTICA		980.40
		P1500683	12/31/2015	KEALEY PHARMACY		330.95
	Budget	YTD I	Ехр	YTD Enc	Pending	Closing Balance
	145,000.00	117,958	3.97	672.01	1,311.35	25,057.67
31-3000-0000-64200	TRAINING EXP					
		P1503884	12/29/2015	HEALTH CARE EDUCATION AND TRA		45.00
	Budget	TD I	Ехр	YTD Enc	Pending	Closing Balance
	9,000.00	6,202	.88	0.00	45.00	2,752.12
31-3000-0000-64308	REC SUPPL & EXF	,				7771777
		P1503924	12/09/2015	JANESVILLE FLORAL	COMPANY	48.50
	Budget	YTD E	Exp	YTD Enc	Pending	Closing Balance
	200.00		.99	0.00	48.50	149.51
31-3000-0000-64604	PROGRAM EXPEN	SE	•			
		P1500208	08/31/2015	POC NETWORK TECH	INOLOGIES INC	54.00
	Budget	YTD E	Ехр	YTD Enc	Pending	Closing Balance
	1,552.00	1,498	.00	0.00	54.00	0.00
	•	HEALTH DEPARTMENT PROG TOTAL		2,128.40		

**Rock County** 

#### COMMITTEE APPROVAL REPORT

2015...

Account N	umber	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
Claims cov A. Bills and B. Bills und	ering the i d encumbr der \$10,00	ances over \$10,000 0 to be paid.	d have been referred to	previously fun the Finance Co	amount of \$2,128.40 ided. These items are to be trommittee and County Board. ne Department Head.	eated as follows:
Date:	EB 0 3 2	) <b>15</b>	De	ept Head		
			Committ	ee Chair		

#### **Rock County**

#### **COMMITTEE APPROVAL REPORT**



Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
31-3000-0000-63200	PUBL/SUBCR/DUE	S				
		P1600885	01/14/2016	JANESVILLE GAZET	TE INC	299.00
	Budget	YTD I	Ехр	YTD Enc	Pending	Closing Balance
	5,888.00		0.00	2,457.00	299.00	3,132.00
31-3000-0000-64000	MEDICAL SUPPLI	ES		•		
		P1600169	01/15/2016	PAXVAX INC		1,290.00
	Budget	YTD I	Exp	YTD Enc	Pending	Closing Balance
	100,000.00		0.00	15,000.00	1,290.00	83,710.00
31-3000-0000-64010	LAB SUPPLIES			X		
		P1600176	01/01/2016	CULLIGAN WATER C	ONDITIONING IN	35.00
		P1600734	01/01/2016	WISCONSIN STATE I	_ABORATORY OF	480:00
·	Budget	YTD I	Exp.	YTD Enc	Pending	Closing Balance
	13,500.00		0.00	212.71	515.00	12,772.29
31-3000-0000-64203	EDUC MAT & SUP	PL	2-0,000 m			
		P1600743	01/07/2016	SHORELAND INC		720.00
	Budget	YTD E	Ξxp	YTD Enc	Pending	Closing Balance
	2,000.00	(	00.0	0.00	720.00	1,280.00
		HEALTH	I DEPARTME	NT PROG TOTAL	2,824.00	

I have examined the preceding bills and encumbrances in the total amount of

\$2,824.00

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

Date:	FEB 0 3 2016	Dept Head	
		Committee Chair	

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.

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

TO: FINANCE DIRECTOR	Date <u>1/22/16</u>	Transfer No. 15-13	38		
Requested By Public Health D		Marie-Noel Sandoval			
. [	Department	Department	Head		
FROM:	AMOUNT	то:	AMOUNT		
Account #: 31-3000-0000-61100		Account #: 31-3000-0000-67130			
Description: 2015 Regular Wages	\$25,000	Description: 2015 Terminals/PC's	\$25,000		
Current Balance: \$57,093					
Account #:		Account #:			
Description:		Description:			
Current Balance:					
Account #:		Account #:			
Description:		Description:			
Current Balance:			<b>V</b> .		
Account #:		Account #:			
Description:		Description:			
Current Balance:					
REASON FUNDS ARE AVAILAE	BLE FOR TRANSFE	R - BE SPECIFIC			
		5, making funds available for this transfer of fur	nds.		
REASON TRANSFER IS NECES	SSARY - <u>BE SPECI</u>	FIC			
The county administrator approved purchas include these items in the 2016 Budget. Wi	se of computer equipment to	or the Public Health Department out of available of the computer equipment in 2015 due to time	e 2015 funds rather than constraints.		
morade those terms in the 2010 badget.	o word unable to order and				
FISCAL NOTE:	·	ADMINISTRATIVE NOTE:			
Sufficient funds are available for transfer.	k3517	Recommended MA 1-25-16			
REQUIRED APPROVAL	DATE	COMMITTEE C	CHAIR		
✓ Governing Committee					

Distribution: EMAIL Sherry Oja and Susan Balog

Revised: 04/17/14