



ROCK COUNTY BOARD OF HEALTH
WEDNESDAY, AUGUST 03, 2016 – 6:00 P.M.
HEALTH DEPARTMENT – 3328 N. U.S. HIGHWAY 51
JANESVILLE, WI 53545
(ACROSS FROM SPORTSMAN'S PARK)

AGENDA

**Amended
8/2/2016**

1. Call to Order
2. Adopt Agenda
3. Approval of Minutes – 7/6/16
4. Citizen Participation
5. New Business
 - A. Administrative Division
 - (1) Review of Payments/Transfer of Funds/Encumbrances
 - (2) Health Department Report
 - a. In the News
 - b. Surveillance
 - c. Strategic Planning
 - d. Budget
 - e. Personnel
 - (3) Resolution - Recognizing GERALYN WAUGH FOR SERVICE TO ROCK COUNTY
 - ~~B. Environmental Health~~
 - ~~(1) State Review of County Food Facility Inspection Program~~
 - C. Public Health Nursing
 - (1) Human Trafficking
6. Communications and Announcements
7. **EXECUTIVE SESSION:** Per Section 19.85(1)(c), Wis. Stats. – Performance Evaluation – Health Officer
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 8/3/16 BOARD OF HEALTH MEETING

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
<u>Preparedness Grant</u>			
31-3026-0000- 63110	MMPR	250 cozy clip hand sanitizers with RCHD logo	385.00
	MMPR	300 water bottles, 28 oz, with RCHD logo	470.00
<u>Ebola Grant</u>			
31-3027-0000- 63110	WI Emergency Management	No-show fee for 5/31/16 class	50.00
<u>FIMR Grant</u>			
31-3031-0000- 63110	Shopko	25 of \$25.00 gift cards for parent incentives	625.00
<u>SCHCC Mini-Grant</u>			
31-3032-0000- 63110	Menards	roughneck totes and latch storage bins	76.35
	MMPR	300 water bottles, 20 oz with RCHD logo	422.00
	MMPR	400 blue ice/warmer packs with RCHD logo	520.00
<u>Main Budget</u>			
62119	Office Pro	confidential document shredding service	32.64
	LB MedWaste	June 2016 sharps & medwaste disposal	54.90
	Janesville Animal Med.Center	June 2016 rabies specimens preparation	125.00
63100	Taylor Technologies	pool testing reagents	155.23
63104	Office Pro	2 cases copy paper for south office	59.80
63300	Selene Castrucci	reimburse for June 2016 mileage (summer intern)	20.52
	Timothy Good	reimburse for June 2016 mileage (summer intern)	21.60
64000	McKesson	paper infant measuring tapes	33.91
	Medline	2 cases medium nitrile gloves & 1 case large nitrile gloves	176.88
	McKesson	sharps disposal containers; cotton balls & isopropyl alcohol	237.73
	Kealey Pharmacy	tuberculin for TB skin tests	292.65
	PaxVax	20 doses oral typhoid vaccine	920.00
	GlaxoSmithKline	30 doses adult hep-A vaccine	980.40
	SMD Wynne	3 cases vanishpoint syringes w/ 1" needle & 1 case with 5/8" needle	1,179.74
	Merck	50 doses zostavax (shingles) vaccine	9,068.72

64010	Culligan	July 2016 deionizer rent	35.00
	Culligan	deionizer tank replacement	140.00
64604	POC Network Tech	June 2016 claim transaction fees	4.50
64904	Risa Weisensel	reimburse for produce purchased for healthy eating presentations	10.61
	Valerie Christensen	reimburse for produce purchased for healthy eating presentations	11.80

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
31-3000-0000-62119	OTHER SERVICES				
		P1600179	05/31/2016	JANESVILLE ANIMAL MEDICAL CENT	50.00
		P1600180	05/24/2016	LB MEDWASTE SERVICES	54.90
		P1601785	05/20/2016	CONTROL COMPANY	78.25
31-3000-0000-63100	OFC SUPP & EXP				
		P1600860	06/05/2016	JP MORGAN CHASE BANK NA	736.47
31-3000-0000-63101	POSTAGE				
		P1600760	05/21/2016	UNITED PARCEL SERVICE	132.09
31-3000-0000-63104	PRNT & DUPLICATI				
		P1600168	06/03/2016	OFFICE PRO INC	59.80
31-3000-0000-63200	PUBL/SUBCR/DUES				
			06/10/2016	ELMER,ADAM	40.80
31-3000-0000-64000	MEDICAL SUPPLIES				
		P1600823	05/23/2016	SANOFI PASTEUR INC	1,285.61
31-3000-0000-64010	LAB SUPPLIES				
		P1600170	05/20/2016	NORTH CENTRAL LABORATORIES OF	88.35
		P1600176	05/26/2016	CULLIGAN WATER CONDITIONING IN	35.00
		P1601856	05/19/2016	GRAINGER	30.78
		P1601903	05/26/2016	WISCONSIN DNR-ENVIRONMENTAL FE	1,206.00
31-3000-0000-64200	TRAINING EXP				
			06/02/2016	ELMER,ADAM	20.00
		P1600860	06/05/2016	JP MORGAN CHASE BANK NA	304.00
HEALTH DEPARTMENT PROG TOTAL					4,122.05
31-3026-0000-63110	ADMIN.EXPENSE				
		P1601853	05/26/2016	LANDS END BUSINESS OUTFITTERS	1,048.80
31-3026-0000-67161	CA \$5,000/MORE				
		P1601760	05/23/2016	RHYME BUSINESS PRODUCTS	5,129.00
PREPAREDNESS GRANT PROG TOTAL					6,177.80
31-3032-0000-63110	ADMIN.EXPENSE				
		P1600860	06/05/2016	JP MORGAN CHASE BANK NA	794.35
SCHCC TECHNOLOGY MICRO-GRANT PROG TOTAL					794.35

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2016

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Inv Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$11,094.20**

Date: _____ Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT

07/29/2016

FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
31-3000-0000-62119	OTHER SERVICES				
		P1600168	06/24/2016	OFFICE PRO INC	32.64
		P1600179	06/11/2016	JANESVILLE ANIMAL MEDICAL CENT	125.00
		P1600180	06/22/2016	LB MEDWASTE SERVICES	54.90
31-3000-0000-63100	OFC SUPP & EXP				
		P1600860	07/05/2016	JP MORGAN CHASE BANK NA	211.48
		P1602095	06/28/2016	TAYLOR TECHNOLOGIES INC	155.23
31-3000-0000-63101	POSTAGE				
		P1600760	06/18/2016	UNITED PARCEL SERVICE	123.27
31-3000-0000-63104	PRNT & DUPLICATI				
		P1600168	06/16/2016	OFFICE PRO INC	657.80
31-3000-0000-63200	PUBL/SUBCR/DUES				
		P1600860	07/05/2016	JP MORGAN CHASE BANK NA	440.00
		P1602112	06/21/2016	HOMETOWN NEWS LIMITED	19.00
		P1602114	06/21/2016	REPORTER CO INC	48.00
31-3000-0000-63300	TRAVEL				
			06/23/2016	GOOD,TIMOTHY B	21.60
			06/27/2016	CASTRUCCI,SELENE	20.52
31-3000-0000-64000	MEDICAL SUPPLIES				
		P1600167	06/28/2016	GLAXOSMITHKLINE	980.40
		P1600169	05/19/2016	PAXVAX INC	920.00
		P1600171	06/28/2016	MCKESSON MEDICAL SURGICAL	271.64
		P1600172	06/06/2016	MERCK AND CO INC	9,068.72
		P1600183	06/29/2016	KEALEY PHARMACY	292.65
		P1600823	06/13/2016	SANOFI PASTEUR INC	2,082.13
		P1602158	06/29/2016	SMD WYNNE CORP	1,179.74
		P1602159	06/30/2016	MEDLINE INDUSTRIES INC	176.88
31-3000-0000-64010	LAB SUPPLIES				
		P1600176	06/15/2016	CULLIGAN WATER CONDITIONING IN	175.00
31-3000-0000-64200	TRAINING EXP				
		P1600860	07/05/2016	JP MORGAN CHASE BANK NA	125.00
31-3000-0000-64604	PROGRAM EXPENSE				
		P1600181	05/31/2016	POC NETWORK TECHNOLOGIES INC	6.00
31-3000-0000-64904	SUNDRY EXPENSE				
			07/11/2016	WEISENSEL,RISA	10.61
			07/11/2016	CHRISTENSEN,VALERIE	11.80
				HEALTH DEPARTMENT PROG TOTAL	17,210.01
31-3026-0000-63110	ADMIN.EXPENSE				
		P1602021	06/23/2016	MMPR	385.00
		P1602074	06/13/2016	LANDS END BUSINESS OUTFITTERS	342.00
		P1602150	07/11/2016	MMPR	470.00
				PREPAREDNESS GRANT PROG TOTAL	1,197.00
31-3027-0000-63110	ADMIN.EXPENSE				
		P1602183	06/15/2016	DEPARTMENT OF MILITARY AFFAIRS	50.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
EBOLA PREPAREDNESS GRANT PROG TOTAL					50.00
31-3031-0000-63110	ADMIN.EXPENSE				
		P1600174	06/30/2016	SHOPKO INC #130	625.00
		P1600761	06/20/2016	KING CONSULTING	5,833.00
		P1600860	07/05/2016	JP MORGAN CHASE BANK NA	500.00
FETAL INFANT MORTALITY GRANT PROG TOTAL					6,958.00
31-3032-0000-63110	ADMIN.EXPENSE				
		P1600177	06/09/2016	MENARDS	76.35
		P1602020	06/23/2016	MMPR	422.00
		P1602021	06/17/2016	MMPR	520.00
SCHCC TECHNOLOGY MICRO-GRANT PROG TOTAL					1,018.35

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JULY 2016

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REPORT COMPLETE!

For Job Numbers: 1577711, 1579414, 1582010, 1582974

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date July 18, 2016

Transfer No. 16-29

Requested By Public Health Department
Department

Marie-Noel Sandoval
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 31-3000-0000-61100 Description: Regular Wages Current Balance: \$1,202,770	\$14,209	Account #: 31-3000-0000-62211 Description: Telephone Equipment	\$14,209
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 Public Health Department has had several staff vacancies in 2016, making funds available for this transfer of funds.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

The Public Health Department is upgrading its telephone equipment to Mitel IP phones in 2016. These funds are needed to pay for the telephone equipment upgrades.

FISCAL NOTE:

Sufficient funds are available for transfer. *5/18/16*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* *7-18-16*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Board of Health
INITIATED BY

Marie-Noel Sandoval
DRAFTED BY



Board of Health
SUBMITTED BY

07/22/2016
DATE DRAFTED

RECOGNIZING GERALYN WAUGH FOR SERVICE TO ROCK COUNTY

- 1 **WHEREAS**, Geralyn has provided services to Rock County citizens for over 30 years; and,
- 2
- 3 **WHEREAS**, Geralyn Waugh began her career with Rock County as a Clerk/Typist for the Health Care Center on
- 4 March 24, 1986; and
- 5
- 6 **WHEREAS**, Geralyn moved to the position of Administrative Assistant for Public Health on June 16, 1987 and
- 7 later into the Account Clerk II position where she diligently served in that role until her retirement on September
- 8 2, 2016; and,
- 9
- 10 **WHEREAS**, Geralyn has made countless contributions during her tenure with Rock County. Along with her
- 11 account clerk duties including grant billing, accounts payable and receivable, she has assisted with budget
- 12 preparation, payroll, and has taken countless hours of Board of Health meeting minutes. Her dedication to Public
- 13 Health has been vital to the Department for many years.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled on this
- 16 _____ day of _____ 2016, does hereby thank Geralyn Waugh for her dedication and
- 17 contributions to the citizens of Rock County; and,
- 18
- 19 **BE IT FURTHER RESOLVED** that a copy of this resolution be presented to Geralyn Waugh with the Rock
- 20 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

Linda Garrett

Eva Arnold

Richard Bostwick

Henry Brill

Dr. Keith Konkol, M.D.

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Terry Thomas