

ROCK COUNTY BOARD OF HEALTH
TUESDAY, OCTOBER 26, 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 – October 6, 2010
4. Citizen Participation
5. Unfinished Business
6. New Business
 - A. Environmental Health
 - (1) Appeal to Denial of a Sanitary Permit for Bruce and Jackie Otto, 2103 Huebbe Parkway, Beloit, WI
 - B. Administrative Division
 - (1) Approval of Bills/Transfer of Funds
 - (2) 2011 Budget Review
 - (3) Approval of Fee Increases
 - (4) Pre-Approved Encumbrance Amendment – Sanofi Pasteur
 - (5) Health Department Report
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 10/26/10 BOARD OF HEALTH MEETING

<u>Account Number</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
31-3074-0000-63110	Menards	Healthy Homes Grant – home safety items	155.70
62119	Manpower	Temp. data entry clerk 9/20-9/24/10	133.28
62503	Rene Bue	interpreter services 9/23-10/11/10	119.00
	Belem Gonzalez	interpreter services 9/21-10/1/10	605.00
	Belem Gonzalez	interpreter services 10/4-10/12/10	655.00
63100	Baileys Test Strips	6 thermometers for vaccine coolers	50.00
	MMPR	12 RCHD caps for EH staff	84.00
	Extreme Glow	4” asst’d color glowsticks	87.00
64000	Welders Supply	carbon dioxide refill 9/21/10	43.88
	McKesson Medical	2 cases sharps disposal containers	255.58
		1 case of 1” safety glide needles	189.70
		2 cases facial tissue & spot bandaids	117.62
	Crucell Vaccines	oral typhoid vaccine (30 doses)	960.00
64010	Culligan	10/10 deionizer rent	35.00
		9/16/10 tank exchange	140.00
64200	Peter Zakarias	reimburse for Rabies Control training Regis.	40.00
64900	Proforma Print.	Brochures (5,000) for Milton 24/7 drug drop-off site	621.42

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130110000-63110 ENC	ADMIN.EXPENSE R1003825-PO# 10/12/10 -VN#036201	5,000.00	41.3% 2,065.97	0.00	2,934.03	2,518.20	
					CLOSING BALANCE	415.83	2,518.20
	CHILD DEATH REV		PROG-TOTAL-PO			2,518.20	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,518.20 INCURRED BY CHILD DEATH REVIEW TEAM 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

OCT 26 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130740000-63110	ADMIN.EXPENSE	7,800.00	46.3%	3,616.51	0.00	4,183.49	
	P1001221-PO# 10/15/10 -VN#014534			MENARDS		155.70	
				CLOSING BALANCE	4,027.79		155.70
	HEALTHY HOMES			PROG-TOTAL-PO		155.70	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$155.70 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

OCT 26 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130000000-62119	OTHER SERVICES	14,845.00	82.7%	10,191.86	2,087.51		
	P1003266-PO# 10/15/10 -VN#049892			MANPOWER INC		133.28	
				CLOSING BALANCE	2,432.35		133.28
3130000000-62503	INTERPRETER FEES	12,000.00	67.0%	8,040.30	0.00		
	P1000376-PO# 10/15/10 -VN#039062			BUE, RENE		119.00	
	P1000381-PO# 10/15/10 -VN#017809			GONZALEZ, BELEM		1,260.00	
				CLOSING BALANCE	2,580.70		1,379.00
3130000000-63100	OFC SUPP & EXP	7,800.00	73.5%	5,456.33	280.00		
	P1003201-PO# 10/15/10 -VN#027012			MMPR		84.00	
	P1003300-PO# 10/15/10 -VN#032752			BAILEYS TEST STRIPS AND THERMO		50.00	
	P1003344-PO# 10/15/10 -VN#050177			EXTREME GLOW NA CORP		87.00	
				CLOSING BALANCE	1,842.67		221.00
3130000000-64000	MEDICAL SUPPLIES	107,400.00	66.6%	41,379.48	30,186.66		
	P1000377-PO# 10/15/10 -VN#017191			WELDERS SUPPLY CO BELOIT INC		43.88	
	P1001469-PO# 10/15/10 -VN#042626			MC KESSON MEDICAL SURGICAL COR		562.90	
	P1002358-PO# 10/15/10 -VN#047555			CRUCCELL VACCINES INC		960.00	
				CLOSING BALANCE	34,267.08		1,566.78
3130000000-64010	LAB SUPPLIES	8,500.00	82.2%	6,989.70	0.00		
	P1000371-PO# 10/15/10 -VN#010140			CULLIGAN WATER CONDITIONING IN		175.00	
				CLOSING BALANCE	1,335.30		175.00
3130000000-64200	TRAINING EXP	10,000.00	39.4%	3,947.67	0.00		
	10/15/10 -VN#050215			ZAKARIAS, PETER		40.00	
				CLOSING BALANCE	6,012.33		40.00
3130000000-64900	OTHER SUPPL/EXP	14,488.00	9.7%	1,416.94	0.00		
	P1003132-PO# 10/15/10 -VN#045720			PROFORMA PRINTWORKS		621.42	
				CLOSING BALANCE	12,449.64		621.42
	HEALTH DEPT.			PROG-TOTAL-PO		4,136.48	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,136.48 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

OCT 26 2010 DATE _____ CHAIR

PURCHASE ORDER NUMBER P1000806 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 Department

COMMITTEE Board of Health

VENDOR NAME Sanofi Pasteur

ACCOUNT NUMBER 31-3000-0000-64000

FUNDS DESCRIPTION Medical Supplies

AMOUNT OF INCREASE \$ 3,000.00

INCREASE FROM \$ 19,990.00 TO \$ 22,990.00

ACCOUNT BALANCE AVAILABLE \$ 35,833 *10/11/10*

REASON FOR AMENDMENT This amendment will ensure the health department has sufficient funds to order travel vaccines for the remainder of 2010.

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 - DEPARTMENT