

**ROCK COUNTY BOARD OF HEALTH**  
**WEDNESDAY, FEBRUARY 2, 2011 – 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 5, 2011
4. Citizen Participation
5. Unfinished Business
6. New Business
  - A. Administrative Division
    - (1) Approval of Bills/Transfer of Funds
    - (2) Health Department Report
    - (3) Resolution - Accepting Alliant Energy Foundation Community Grant and Amending the 2011 Rock County Health Department Budget
    - (4) Resolution – Accepting Prescription Drug Collection Grant and Amending the 2011 Rock County Health Department Budget
  - B. Environmental Health
    - (1) Local Emergency Response Planning
  - C. Public Health Nursing
    - (1) Home Visiting Network Roadmap for Rock County
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 2/2/11 BOARD OF HEALTH MEETING**

<u>Account Number</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
<u>2010 Budget</u>			
62119	Iron Mountain Shredding	shredding of confidential records	10.29
	Beloit Health System	prenatal classes for 2 clients	35.00
	Manpower	data entry clerk 12/6-12/30/10	1,024.00
62503	Rene Bue	interpreter services 12/20/10	49.15
	Belem Gonzalez	interpreter services 12/6-12/30/10	590.00
	Belem Gonzalez	interpreter services 12/30/10	105.00
63500	J & G Office Products	typewriter service 12/29/10	96.13
64000	McKesson Medical	pediatric toothbrushes (1 case of 10 gross)	98.40
	Pinnacle Pharmacy	epi-pens & epi-pen jr (3 of each)	504.16
64010	Culligan	deionizer tank exchange 11/29/10	140.00
64203	Bookworld	childrens books for health educator	76.64
	Wolters Kluwer Health	subscriptions to Journal of Public Health Mgmt and Family & Community Health	209.98
	Petty Cash	brown bags & paper plates for health educator	10.34
64308	Janesville Floral	plant for health department's medical advisor	45.45
64900	Lab Safety Supply	6 of 30 gallon fiberboard drums for Rx disposal	225.42
	Evansville Police Dept	share of cost for Rx drop box	400.00
	Veolia	non-controlled substances disposal	4,144.50
<u>2011 Budget</u>			
62400	Naviant Inc	2011 preventive maintenance agreement for microfiche reader-printer	567.00
62503	Rene Bue	interpreter services 1/3-1/10/11	106.45
	Belem Gonzalez	interpreter services 1/4/11-1/14/11	590.00
63100	Daniels Sentry	refreshments for meeting on 1/18/11	26.84
63200	WI County Code Admin.	Membership renewal for Richard Jacobson	40.00
	John Wiley & Sons	subscription renewal for Public Health Nursing	188.00
	Janesville Gazette	52 week, 7-day subscription renewal	234.00
	Richland County HD	2011 WALHDAB membership dues	300.00
	Wolters Kluwer Health	subscription to MCN, Journal of MCH Nursing	300.00

<u>Account Number</u>	<u>Vendor</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
64010	Culligan	Jan 2011 deionizer rent	35.00
	WI State Lab of Hygiene	2011 proficiency tests for laboratory	464.00
64200	Inst.for Nat. Resources	Anne Weirich conference registration 1/13/11	86.00
	UW LaCrosse	Laura Fadrowski conference registration	89.00
	Jennifer Stenger	reimburse course fee for Clinical Vaccinology	275.00
	PESI Healthcare	2/7/11 conference registrations (2)	
		High Risk Pregnancy and Delivery book	412.95

2010...

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130000000-62119	OTHER SERVICES	15,000.00	67.5%	-1,069.29	11,200.01	4,869.28	
	P1000379-PO# 12/31/10 -VN#038471					IRON MOUNTAIN SECURE SHREDDING	10.29
	P1003266-PO# 12/31/10 -VN#014330					MANPOWER INC	1,024.00
	P1004143-PO# 12/31/10 -VN#050377					BELOIT HEALTH SYSTEM INC	35.00
						CLOSING BALANCE	3,799.99
							1,069.29
3130000000-62503	INTERPRETER FEES	10,000.00	7.4%	-47.70	-696.43	10,744.13	
	P1000376-PO# 12/31/10 -VN#039062					BUE, RENE	49.15
	P1000381-PO# 12/31/10 -VN#017809					GONZALEZ, BELEM	695.00
						CLOSING BALANCE	9,999.98
							744.15
3130000000-63500	R&M SUPPLIES	650.00	14.7%	-96.13	0.00	746.13	
	P1004138-PO# 12/31/10 -VN#030630					J AND G OFFICE PRODUCTS	96.13
						CLOSING BALANCE	650.00
							96.13
3130000000-64000	MEDICAL SUPPLIES	100,000.00	9.3%	-602.56	9,995.07	90,607.49	
	P1000372-PO# 12/31/10 -VN#038065					PINNACLE PHARMACY	504.16
	P1001469-PO# 12/31/10 -VN#042626					MC KESSON MEDICAL SURGICAL COR	98.40
						CLOSING BALANCE	90,004.93
							602.56
3130000000-64010	LAB SUPPLIES	6,500.00	4.9%	359.00	-34.98	6,175.98	
	P1000371-PO# 12/31/10 -VN#010140					CULLIGAN WATER CONDITIONING IN	140.00
						CLOSING BALANCE	6,035.98
							140.00
3130000000-64203	EDUC MAT & SUPPL	3,000.00	13.2%	-471.22	74.00	3,397.22	
	P1000373-PO# 12/31/10 -VN#015715					ROCK COUNTY PUBLIC HEALTH DEPT	10.34
	P1003867-PO# 12/31/10 -VN#050371					WOLTERS KLUPER HEALTH	209.98
	P1003953-PO# 12/31/10 -VN#020599					BOOKWORLD	76.64
	P1003984-PO# 12/31/10 -VN#036201					AMAZON.COM	174.26
						CLOSING BALANCE	2,926.00
							471.22
3130000000-64308	REC SUPPL & EXP	200.00	22.7%	-45.45	0.00	245.45	
	P1004141-PO# 12/31/10 -VN#013601					JANESVILLE FLORAL COMPANY	45.45
						CLOSING BALANCE	200.00
							45.45
3130000000-64900	OTHER SUPPL/EXP	8,500.00	56.1%	-4,769.92	0.00	13,269.92	
	P1002264-PO# 12/31/10 -VN#013988					LAB SAFETY SUPPLY COMPANY	225.42
	P1004116-PO# 12/31/10 -VN#046268					VEOLIA ES TECHNICAL SOLUTIONS	4,144.50
	P1004145-PO# 12/31/10 -VN#032403					EVANSVILLE POLICE DEPARTMENT, C	400.00
						CLOSING BALANCE	8,500.00
							4,769.92

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		HEALTH DEPT.	PROG-TOTAL-PO			7,938.72	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,938.72 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

**FEB 02 2011**

DATE \_\_\_\_\_

CHAIR

2011.

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130000000-62400	R & M SERV	4,000.00	0.0%	0.00	0.00	4,000.00	
	P1100829-PO# 01/21/11 -VN#048753			NAVIANT INC		567.00	
				CLOSING BALANCE		3,433.00	567.00
3130000000-62503	INTERPRETER FEES	10,000.00	6.9%	0.00	-696.43	10,696.43	
	P1100364-PO# 01/21/11 -VN#039062			BUE, RENE		106.45	
	P1100367-PO# 01/21/11 -VN#017809			GONZALEZ, BELEM		590.00	
				CLOSING BALANCE		9,999.98	696.45
3130000000-63100	OFC SUPP & EXP	8,400.00	0.3%	0.00	-26.81	8,426.81	
	P1100366-PO# 01/21/11 -VN#041415			DANIELS SENTRY		26.84	
				CLOSING BALANCE		8,399.97	26.84
3130000000-63200	PUBL/SUBCR/DUES	5,000.00	0.0%	0.00	0.00	5,000.00	
	P1100759-PO# 01/21/11 -VN#049575			JOHN WILEY AND SONS INC		188.00	
	P1100793-PO# 01/21/11 -VN#030549			WISCONSIN COUNTY, CODE ADMINIST		40.00	
	P1100831-PO# 01/21/11 -VN#045097			WOLTERS KLUWER HEALTH		300.00	
	P1100834-PO# 01/21/11 -VN#013607			JANESVILLE GAZETTE INC		234.00	
	P1100885-PO# 01/21/11 -VN#047836			RICHLAND COUNTY HEALTH DEPARTM		300.00	
				CLOSING BALANCE		3,938.00	1,062.00
3130000000-64010	LAB SUPPLIES	6,500.00	0.5%	0.00	-34.98	6,534.98	
	P1100334-PO# 01/21/11 -VN#032583			WISCONSIN STATE LABORATORY OF		464.00	
	P1100359-PO# 01/21/11 -VN#010140			CULLIGAN WATER CONDITIONING IN		35.00	
				CLOSING BALANCE		6,035.98	499.00
3130000000-64200	TRAINING EXP	10,000.00	8.0%	0.00	800.00	9,200.00	
	01/21/11 -VN#044600			STENGER, JENNIFER		275.00	
	P1100828-PO# 01/21/11 -VN#024104			PESI		412.95	
	P1100832-PO# 01/21/11 -VN#041212			UNIVERSITY OF WISCONSIN LACROS		89.00	
	P1100833-PO# 01/21/11 -VN#029287			INSTITUTE FOR NATURAL RESOURCE		86.00	
				CLOSING BALANCE		8,337.05	862.95
	HEALTH DEPT.			PROG-TOTAL-PO		3,714.24	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,714.24 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

DATE \_\_\_\_\_ CHAIR

FEB 02 2011

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Board of Health  
INITIATED BY \_\_\_\_\_



Geri Waugh, Account Clerk II  
DRAFTED BY \_\_\_\_\_

Board of Health  
SUBMITTED BY \_\_\_\_\_

January 10, 2011  
DATE DRAFTED \_\_\_\_\_

### Accepting Alliant Energy Foundation Community Grant and Amending the 2011 Rock County Health Department Budget

1 WHEREAS, the Rock County Health Department applied for and was awarded a \$1,000 Community  
2 Grant from the Alliant Energy Foundation; and,  
3

4 WHEREAS, the purpose of this Community Grant is to support the Books for Babies Project conducted  
5 by the Rock County Health Department; and  
6

7 WHEREAS, these funds will be used to purchase books to be presented to mothers of newborns at the  
8 initial home visit conducted by a public health nurse from the Rock County Health Department to support  
9 literacy for babies.  
10

11 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled  
12 on this \_\_\_\_\_ day of \_\_\_\_\_, 2011 does hereby authorize the Rock County Health  
13 Department to accept this \$1,000 Community Grant from the Alliant Energy Foundation and amend the  
14 2011 Rock County Health Department Budget as follows:  
15

<u>Account/Description</u>	<u>Budget</u> <u>1/10/11</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
31-3000-0000-46000			
Health Department Contributions	-0-	1,000	1,000
<u>Use of Funds</u>			
31-3000-0000-64904			
Health Department Sundry Expense	-0-	1,000	1,000

Respectfully submitted,

BOARD OF HEALTH

\_\_\_\_\_  
Sandra Kraft, Chair

\_\_\_\_\_  
Louis Peer, Vice Chair

\_\_\_\_\_  
Richard Bostwick

\_\_\_\_\_  
Jane Thompson

\_\_\_\_\_  
Dr. Aaron Best, MD

\_\_\_\_\_  
Dr. Dean Peterson, DVM

\_\_\_\_\_  
Dr. Connie Winter, DDS

\_\_\_\_\_  
Judith Wade

\_\_\_\_\_  
James Rooney

ACCEPTING ALLIANT ENERGY FOUNDATION COMMUNITY GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET

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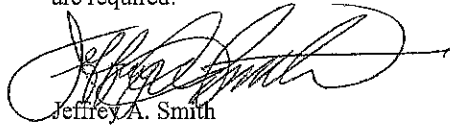
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of \_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair

FISCAL NOTE:

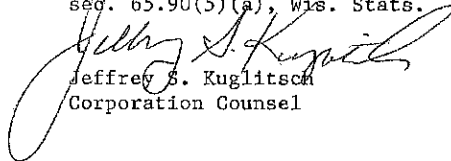
This resolution authorizes the acceptance and expenditure of a \$1,000 contribution from the Alliant Energy Foundation for the Health Department's Books for Babies Program. No County matching funds are required.



Jeffrey A. Smith  
Finance Director

LEGAL NOTE:

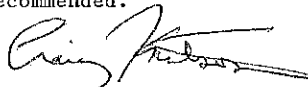
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2011 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson  
County Administrator



**ACCEPTING ALLIANT ENERGY FOUNDATION COMMUNITY GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET**

**EXECUTIVE SUMMARY**

The Rock County Health Department has been awarded a \$1,000 Community Grant from the Alliant Energy Foundation for the Books for Babies Project.

For three years, the Rock County Health Department has conducted the Books for Babies Project. The main goal of the Books for Babies Project is to promote literacy in families. Studies show that children are much more successful in school if they develop a love for reading early on in life.

In this project, our public health nurses give a quality book to the parents of at-risk newborns in Rock County. The book is given during the initial visit after the baby comes home from the hospital. The purpose of the project is two-fold. The provision of the book not only promotes literacy, but it also provides an opening for the nurses to discuss the baby's health needs.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Board of Health  
INITIATED BY \_\_\_\_\_



Geri Waugh, Account Clerk II  
DRAFTED BY \_\_\_\_\_

Board of Health  
SUBMITTED BY \_\_\_\_\_

January 11, 2011  
DATE DRAFTED \_\_\_\_\_

### Accepting Prescription Drug Collection Grant and Amending the 2011 Rock County Health Department Budget

1 **WHEREAS**, the Rock County Health Department recognizes the benefits of a program to dispose of  
2 unwanted and unneeded potentially hazardous household pharmaceuticals; and,  
3

4 **WHEREAS**, the Rock County Health Department applied for and was awarded a Prescription Drug  
5 Collection Grant from the Wisconsin Department of Agriculture, Trade and Consumer Protection in the  
6 amount of \$6,225; and,  
7

8 **WHEREAS**, the prescription drug collections conducted annually by the Rock County Health  
9 Department since 2006 have been well received by the citizens of Rock County.  
10

11 **NOW, THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors duly  
12 assembled on this \_\_\_\_\_ day of \_\_\_\_\_, 2011 does hereby authorize the Rock County  
13 Health Department to accept the Prescription Drug Collection Grant in the amount of \$6,225 from the  
14 Wisconsin Department of Agriculture, Trade and Consumer Protection, and amend the 2011 Rock  
15 County Health Department Budget as follows:  
16

<u>Account/Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds</u>	<u>1/11/11</u>	<u>(Decrease)</u>	<u>Budget</u>
31-3000-0000-42200			
State Aid	\$21,260	\$6,225	\$27,485
<u>Use of Funds</u>			
31-3000-0000-64900			
Other Supplies and Expense	\$8,500	\$6,225	\$14,725

Respectfully submitted,

BOARD OF HEALTH

\_\_\_\_\_  
Sandra Kraft, Chair

\_\_\_\_\_  
Louis Peer, Vice Chair

\_\_\_\_\_  
Richard Bostwick

\_\_\_\_\_  
Jane Thompson

\_\_\_\_\_  
Dr. Aaron Best, M.D.

\_\_\_\_\_  
Dr. Dean Peterson, DVM

\_\_\_\_\_  
Dr. Connie Winter, DDS

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Judith Wade

\_\_\_\_\_  
James Rooney

ACCEPTING PRESCRIPTION DRUG COLLECTION GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET

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FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

\_\_\_\_\_

\_\_\_\_\_  
Mary Mawhinney, Chair

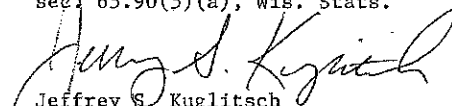
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of a \$6,225 grant for the Health Department's Prescription Drug Collection Program.

  
Jeffrey A. Smith  
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 2011 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 PRESCRIPTION DRUG COLLECTION GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET**

**EXECUTIVE SUMMARY**

The Prescription Drug Roundup Planning Committee is composed of representatives from throughout Rock County, including the Rock County Health Department, Janesville and Beloit Police Departments, Janesville Water Utility, and Beloit Department of Public Works. The committee's main focus has been to coordinate countywide collection of unwanted and unused prescription drugs that can be found in most homes. If these drugs are disposed of improperly, they pose a safety risk to both children and adults and can also pose an environmental risk to drinking water, surface water, and ground water. Community drug collection events provide a safe, environmentally friendly option for the disposal of these drugs.

The Rock County Health Department applied for and was awarded a Prescription Drug Collection Grant from the Wisconsin Department of Agriculture, Trade and Consumer Protection in the amount of \$6,225. These funds will be utilized for the disposal costs associated with the collection of these unwanted and unused prescription drugs.