

**ROCK COUNTY BOARD OF HEALTH**  
**WEDNESDAY, DECEMBER 4, 2013 – 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 30, 2013
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) Proposal to begin billing Medicare Clients at the maximum allowable rate (determined by Medicare).
  - B. Public Health Nursing
    - (1) No Report
  - C. Environmental Health
    - (1) 208 Water Quality Management Plans
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) 751-6249. Thank you.

**ROCK COUNTY HEALTH DEPARTMENT**  
**LIST OF BILLS FOR 12/4/13 BOARD OF HEALTH MEETING**

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
<u>Prescription Drug Collection Grant</u>			
31-3002-0000-64900	Grainger	30 gal. fiberboard drums for collections	400.60
<u>Community Transformation Grant</u>			
31-3161-0000-63110	Beloit School Dist.	Active School Program evaluation & FitnessGram	1,000.00
	Clinton Elementary	Active School Program FitnessGram & equipment	1,000.00
	Clinton Middle Sch.	Active School Program FitnessGram & equipment	951.57
62119	LB Medwaste	disposal of used sharps, medical waste	75.00
	Thiele Heating & AC	service call, material & labor for vaccine storage equipment	545.00
63100	Global Equipment	5 clinic room signs - in use/vacant	195.89
63200	Janis Baumann	reimburse Registered Sanitarian license renewal	107.00
	Adam Elmer	reimburse Registered Sanitarian license renewal	107.00
	Roger Eychaner	reimburse Registered Sanitarian license renewal	107.00
	Jackie Phillips	reimburse Registered Sanitarian license renewal	107.00
	Mark Seymour	reimburse Registered Sanitarian license renewal	107.00
	Matthew Wesson	reimburse Registered Sanitarian license renewal	107.00
	Rick Wietersen	reimburse Registered Sanitarian license renewal	107.00
63500	SSM Service	service call & labor on client chart storage system	330.00
64000	Cardiac Science	2 AED powerheart lithium batteries	498.00
	Crucell Vaccines	15 packs oral typhoid vaccine	510.00
	Dickson Company	2 temperature recorders for vaccine storage	562.00
	McKesson	1 case Lysol spray	39.55
	McKesson	10 packs of Flumist vaccine	2,171.60
	McKesson	1 case plain spot 7/8" bandaids	65.52
	McKesson	1 case 1" safety glide needles	189.20
	McKesson	facial tissue, isopropyl alcohol, scale covers, Snoopy bandaids	314.91
	SMD Wynne	48 boxes vanishpoint syringes with 1" needle	2,256.00
	Merck	50 doses pneumonia vaccine	3,016.54
	Merck	50 doses zostavax (shingles) vaccine	8,110.72
64010	Culligan	November deionizer rent	35.00
	North Central Labs	2 digital certified incubator thermometers	89.66

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
64200	Karen Cain	reimburse for Elizabeth Labelle workshop registration	60.00
	Holiday Inn	Janet Zoellner conference lodging 11/13/13	70.00
	Weil Commun.	Lead conference registration for Adam Elmer 10/22-10/24/13	190.00
	Karen Cain	reimburse 2 registration fees for Certified Pool Operator course	550.00
64904	Harris Ace Hdwre	10" groove joint pliers	14.99
64904	Menards	3 LED flashlights for EH staff	53.97

2014. . .

Rock County

COMMITTEE APPROVAL REPORT

11/20/2013

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
31-3000-0000-63101 ENC	POSTAGE	R1400007	01/01/2014	UNITED PARCEL SERVICE	3,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,000.00	0.00	0.00	3,000.00	9,000.00
31-3000-0000-64000 ENC	MEDICAL SUPPLIES	R1400005	01/01/2014	SANOFI PASTEUR	9,995.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	105,000.00	0.00	0.00	9,995.00	95,005.00
<b>HEALTH DEPARTMENT PROG TOTAL</b>					<b>12,995.00</b>
31-3031-0000-63110 ENC	ADMIN.EXPENSE	R1400008	01/01/2014	KING CONSULTING	8,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	8,000.00	(8,000.00)
<b>FETAL INFANT MORTALITY GRANT PROG TOTAL</b>					<b>8,000.00</b>

I have examined the preceding bills and encumbrances in the total amount of **\$20,995.00**  
 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: **DEC 04 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Rock County

**COMMITTEE APPROVAL REPORT**

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
31-3000-0000-64203 ENC	EDUC MAT & SUPPL	R1303828	11/05/2013	AMAZON.COM	1,519.43
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	466.70	0.00	1,519.43	13.87
<b>HEALTH DEPARTMENT PROG TOTAL</b>					<b>1,519.43</b>

I have examined the preceding bills and encumbrances in the total amount of **\$1,519.43**

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

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Date: **DEC 04 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
31-3000-0000-62119	OTHER SERVICES				
		P1303087	10/08/2013	THIELE HEATING AND AIR CONDITI	545.00
		P1303260	10/14/2013	LB MEDWASTE SERVICES	75.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,500.00	2,901.37	0.00	620.00	(21.37)
31-3000-0000-63100	OFC SUPP & EXP				
		P1302711	10/21/2013	GLOBAL INDUSTRIAL EQUIPMENT	195.89
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	8,129.60	0.00	195.89	174.51
31-3000-0000-63200	PUBL/SUBCR/DUES				
			11/04/2013	EYCHANER,ROGER	107.00
			11/05/2013	WIETERSEN,RICK	107.00
			11/04/2013	WESSON,MATTHEW	107.00
			11/04/2013	BAUMANN,JANIS	107.00
			11/12/2013	PHILLIPS,JACKIE	107.00
			11/04/2013	SEYMOUR,MARK	107.00
			11/12/2013	ELMER,ADAM	107.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,100.00	3,230.21	0.00	749.00	1,120.79
31-3000-0000-63500	R&M SUPPLIES				
		P1303546	10/31/2013	STORAGE SYSTEMS MIDWEST INC	330.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	600.00	193.11	0.00	330.00	76.89
31-3000-0000-64000	MEDICAL SUPPLIES				
		P1300307	09/09/2013	MERCK AND CO INC	11,127.26
		P1300308	10/23/2013	MC KESSON MEDICAL SURGICAL COF	2,782.28
		P1300310	11/12/2013	CRUCCELL VACCINES INC	510.00
		P1303301	10/14/2013	CARDIAC SCIENCE CORP	498.00
		P1303346	10/22/2013	SMD WYNNE CORP	2,256.00
		P1303432	10/28/2013	DICKSON CO,THE	562.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	125,000.00	96,476.69	5,050.85	17,735.54	5,736.92
31-3000-0000-64010	LAB SUPPLIES				
		P1300302	10/28/2013	CULLIGAN WATER CONDITIONING IN	35.00
		P1300309	10/23/2013	NORTH CENTRAL LABORATORIES OF	89.66
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,500.00	9,673.41	1,551.27	124.66	1,150.66
31-3000-0000-64200	TRAINING EXP				
			11/06/2013	CAIN,KAREN	610.00
		P1302760	08/20/2013	WEIL COMMUNICATIONS AND MARKE	190.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1303094	11/14/2013	HOLIDAY INN HOTEL AND CONVENTI	70.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	6,394.55	0.00	870.00	2,735.45
31-3000-0000-64904	SUNDRY EXPENSE				
		P1301478	10/23/2013	HARRIS ACE HARDWARE	14.99
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,306.00	407.99	159.90	14.99	2,723.12
<b>HEALTH DEPARTMENT PROG TOTAL</b>					<b>20,640.08</b>
31-3002-0000-64900	OTHER SUPPL/EXP				
		P1300314	10/31/2013	GRAINGER INDUSTRIAL SUPPLY INC	400.60
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,988.00	1,106.46	0.00	400.60	11,480.94
<b>PRESCRIPTION DRUG COLLECTION PROG TOTAL</b>					<b>400.60</b>
31-3161-0000-63110	ADMIN.EXPENSE				
		P1303557	11/08/2013	CLINTON MIDDLE SCHOOL	951.57
		P1303558	11/11/2013	CLINTON COMMUNITY SCHOOL DISTE	1,000.00
		P1303559	11/11/2013	SCHOOL DISTRICT OF BELOIT	1,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	456,500.00	287,228.21	0.00	2,951.57	166,320.22
<b>COMMUNITY TRANSFORMATION GRANT PROG TOTAL</b>					<b>2,951.57</b>

I have examined the preceding bills and encumbrances in the total amount of **\$23,992.25**

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.
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Date: **DEC 04 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 11/11/13      Transfer No. 13-77  
 Requested By Public Health      Department      Karen Cain      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 31-3000-0000-62400 Description: Repair & Maintenance Services Current Balance: \$1,926	\$1,000	Account #: 31-3000-0000-62119 Description: Other Contracted Services	\$1,000
Account #: 31-3000-0000-62503 Description: Interpreter Fees Current Balance: \$2,000	\$500	Account #: 31-3000-0000-63100 Description: Office Supplies	\$1,000
Account #: 31-3000-0000-63104 Description: Printing & Duplication Current Balance: \$1,956	\$500	Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

Transfer into #62119: The health department's newer copiers cost less per copy than the older copiers, so funds are available for transfer.

Transfer into #63100: Interpreter Fees: A health department staff person has done most of the department's interpreting in 2013, so there are funds available for transfer.

Printing/Duplication: Costs for printing orders have been less than anticipated, so funds are available for transfer.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

Transfer into #62119: The health department's vaccine storage equipment in the north office has had more than the usual service calls in recent months, creating repair/labor costs for this equipment needing to be paid, and we also now need to pay for the disposal of our medwaste (used sharps, etc.).

Transfer into #63100: The health department has been using its color printers for print jobs; the color toner cartridges for these printers are costly and needed to be replaced several times this year. Each printer uses 4 different color cartridges; each cartridge costs at least \$200.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *11/11/13*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature]* *11-12-13*

**REQUIRED APPROVAL**

DATE

COMMITTEE CHAIR

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_



## ROCK COUNTY HEALTH DEPARTMENT

### North Office

P.O. Box 1088  
Janesville, WI 53547-1088  
608-757-5440  
608-758-8423 (fax)  
www.co.rock.wi.us



### South Office

61 Eclipse Center  
Beloit, WI 53511  
608-364-2010  
608-364-2011 (fax)

## **“Healthful Hint” Monthly Health News Column**

### *Avoiding the Holiday Weight Gain*

As the holidays are quickly approaching, you may find yourself busy finding the perfect gift, cooking the most delicious meals, and finding time to spend with family and friends. But how often do you consciously think about how much you’re eating and the quality of your food? It seems especially true during the holiday season: every event we attend includes food. Whether it is appetizers, full blown meals, desserts, or all three, often times the winter months are about gatherings and good meals. The good news is that on average, we only gain about one pound a year (not the five to ten pounds you may think). However, don’t get too excited because that pound can stay with us the rest of our lives; and if we gain a pound a year, it starts to add up over time!

Following these tips from Mayo Clinic can help you better enjoy the holiday season and avoid excess holiday weight gain:

- *Take it one day at a time.* Work to balance your calories throughout the day or at least over a couple of days. Make adjustments early in the day if you know you’ll be consuming extra calories at an evening event. Look to consume fruits, veggies, lean protein, and high-fiber grains to keep your appetite in check.
- *Avoid the party snacks.* Don’t waste calories mindlessly munching salty or sugary snacks. Save your calories for the delicious dinner and dessert!
- *Be selective.* What looks too good to pass up? Survey the offerings and decide what you’ll enjoy most, not how much you can pile on your plate.
- *Add variety.* Try to fill your plate half to three-quarters with colorful vegetables, fruits, or items that have these as the main ingredient. Creamy sauces and cheesy toppings have more calories so take smaller portions. Filling the rest of your plate with lean meat, shrimp, or other seafood will give you a well-balanced meal.
- *Eat politely.* Kindly sample all foods offered. However, this doesn’t mean you have to clean your plate – just a taste shows your appreciation!
- *Plan for indulgence.* If you know you want to indulge in a special homemade treat or dessert, ask yourself what you’re willing to swap out in exchange during the meal, or if you’ll plan for more time with your exercise routine!
- *Watch your alcohol intake.* Alcoholic beverages contain “empty calories”, offering little to no nutritional value. If you’re going to drink alcohol, choose the healthier 100-calorie

## ROCK COUNTY HEALTH DEPARTMENT

### North Office

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Janesville, WI 53547-1088  
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### South Office

61 Eclipse Center  
Beloit, WI 53511  
608-364-2010  
608-364-2011 (fax)

drinks, such as a hard alcohol mixed with club soda or a wine spritzer using half wine and half soda. Remember to always drink responsibly!

Just because you're watching your diet and being mindful doesn't mean you can't enjoy every holiday gathering this winter season. Be smart, be responsible, and have fun!

Katie Schroeder, CHES, is a Health Educator for the Rock County Health Department. If you would like to ask Katie a health-related question to be answered in a future column, e-mail her at [schroede@co.rock.wi.us](mailto:schroede@co.rock.wi.us). The Rock County Health Department reserves the right not to answer any questions deemed unsuitable.