

ROCK COUNTY BOARD OF HEALTH
WEDNESDAY, SEPTEMBER 2, 2015 – 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 – August 5, 2015
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) Reschedule Meeting Date for November 2015 Board of Health Meeting
 - (4) Trends in Public Health
 - B. Environmental Health
 - (1) Rabies Information
 - C. Public Health Nursing
 - (1) Report on Blastomycosis Outbreak
7. Communications and Announcements
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 9/2/15 BOARD OF HEALTH MEETING

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
		<u>FIMR Grant</u>	
31-3031-0000- 63110	Daniels Sentry	refreshments for Aug & Sept meetings	58.56
<u>Health Dept. Main Budget</u>			
62119	Office Pro	confidential shredding July 2015	7.97
	Office Pro	confidential shredding May 2015	5.57
	LB Med Waste	sharps & medwaste disposal August 2015	53.30
	Janesville Animal Medical Center	rabies specimens preparation July 2015	300.00
62176	WI State Lab of Hygiene	nitrite water sample 7/1/15	27.00
63100	Taylor Technologies	pool testing reagents	177.90
	Mical Barkley	appearance fee & transcript for 7/1/15 Bd of Health mtg	245.00
63104	Jax Custom Printing	Keep Calm Signs and posters for Environmental Health	96.00
64000	Kealey Pharmacy	5 of 10-test vials of tuberculin	270.60
64010	Culligan	August 2015 deionizer rent	35.00
	Associated Bag	2 cases zipper bags for water samples (2,000 bags total)	282.26
64203	ETR Associates	STI educational pamphlets (3 different pamphlets)	134.56
	MMPR	192 gripper bottles with printed imprint	866.80
64904	Polar Refrigeration	installation of new phone dialer system in both offices for vaccine storage	345.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
31-3000-0000-62119	OTHER SERVICES	P1500193	07/20/2015	OFFICE PRO	13.54	
		P1500205	08/02/2015	JANESVILLE ANIMAL MEDICAL CENT	300.00	
		P1500207	08/14/2015	LB MEDWASTE SERVICES	53.30	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,500.00	1,406.01	900.00	366.84	827.15	
31-3000-0000-62176	LABORATORY	P1500204	07/31/2015	WISCONSIN STATE LABORATORY OF	27.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		100.00	54.00	0.00	27.00	19.00
		31-3000-0000-63100	OFC SUPP & EXP	P1502569	07/16/2015	TAYLOR TECHNOLOGIES INC
P1502765	08/04/2015			BARKLEY,MICAL	245.00	
Budget	YTD Exp			YTD Enc	Pending	Closing Balance
10,500.00	5,503.60			18.09	422.90	4,555.41
31-3000-0000-63104	PRNT & DUPLICATI	P1502670	08/07/2015	JAX CUSTOM PRINTING INC	96.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		6,000.00	3,645.79	0.00	96.00	2,258.21
		31-3000-0000-64000	MEDICAL SUPPLIES	P1500683	07/31/2015	KEALEY PHARMACY
Budget	YTD Exp			YTD Enc	Pending	Closing Balance
100,000.00	34,851.44			40,400.78	270.60	24,477.18
31-3000-0000-64010	LAB SUPPLIES			P1500202	07/27/2015	CULLIGAN WATER CONDITIONING IN
		P1502695	07/29/2015	ASSOCIATED BAG COMPANY	282.26	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		12,500.00	7,112.37	0.00	317.26	5,070.37
31-3000-0000-64203	EDUC MAT & SUPPL	P1502522	07/30/2015	MMPR	866.80	
		P1502580	07/16/2015	ETR ASSOCIATES	134.56	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		2,000.00	1,103.48	0.00	1,001.36	(104.84)
31-3000-0000-64904 ENC	SUNDRY EXPENSE	R1503134	08/13/2015	AMAZON.COM	123.33	
		P1502108	07/23/2015	POLAR REFRIGERATION AND HEATIN	345.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		5,000.00	1,005.42	0.00	468.33	3,526.25

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
HEALTH DEPARTMENT PROG TOTAL					2,970.29
31-3031-0000-63110	ADMIN.EXPENSE	P1500198	07/31/2015	DANIELS SENTRY	58.56
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	150,000.00	76,955.61	7,326.00	58.56	65,659.83
FETAL INFANT MORTALITY GRANT PROG TOTAL					58.56

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$3,028.85**
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: **SEP 02 2015**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1500321 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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE 8/19/15

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 \$ 5,000

INCREASE FROM \$ 15,000 TO \$ 20,000

ACCOUNT BALANCE AVAILABLE \$ 24,747.74 SB 08/19/15

REASON FOR AMENDMENT Demand remains high for travel vaccines. This increase should provide funds needed for the remainder of 2015 for the purchase of travel vaccines.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____