

**ROCK COUNTY BOARD OF HEALTH**  
**THURSDAY, NOVEMBER 1, 2012 – 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 3, 2012
4. Citizen Participation
5. Unfinished Business
6. New Business
  - A. Administrative Division
    - (1) Approval of Bills/Transfer of Funds
    - (2) Health Department Report
    - (3) 2013 Budget Review
    - (4) Proclamation for Environmental Health Staff
    - (5) Proclamation for Health Education Staff
  - B. Environmental Health
    - (1) Brownfields Grant
  - C. Public Health Nursing
    - (1) CDC Mandatory Communicable Disease
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 11/1/12 BOARD OF HEALTH MEETING**

<u>Account No.</u>	<u>Vendor Name</u>	<u>Item(s) Description</u>	<u>\$ Amount</u>
31-3008-0000-63110	IDEXX Laboratories	sealer & quanti-trays for water testing laboratory	4,444.88
31-3017-0000-63110	Daniels Sentry	STI Prevention Grant – refreshments for coalition meeting	23.12
		<u>Community Transformation Grant</u>	
31-3161-0000-63110	Stateline Fam.YMCA	mileage for 9/27/12 meeting	13.88
	Laura Conklin	reimburse for 11/1/12 registration fee	30.00
	Jenna Lovaas	translation services	37.50
	Beloit School District	mileage reimbursement for August meetings	43.29
	Daniels Sentry	refreshments for 9/27/12 coalition meeting	50.27
	Shawn Fredricks	mileage reimbursement 9/18-9/19/12	154.85
	Constant Contact	12 mo.Email Marketing & MyLibrary Plus	168.00
	Angie Sullivan	mileage & dinner reimbursement 9/18-9/20/12	174.20
	Henricksen	3-shelf storage cabinet	190.64
	UW Ext.Rock Co.	mileage & dinner reimbursement 9/18-9/20/12	212.05
	Amazon.com	4 carry-all soft-sided portfolios to carry display boards	223.94
	Displays2Go	2 presentation boards w/spotlights & 7 brochure holders	452.33
	Hotel Mead	7 rooms for Transform WI Action Institute 9/17 & 9/18/12	490.00
	Elsevier	2 journal subscriptions (1 year each)	620.00
	Steve Vorass	half of total estimate for setup of Transform Rock Co. website	625.00
	Janesville Schools	subcontract for Farm2School & Active Communities activities	800.00
	City of Janesville	partnership stipend for membership on Transform Rock Co.	1,452.50
	RC Parks Dept	partnership stipend for membership on Transform Rock Co.	1,452.50
	Be Active Outdoors	partnership stipend for membership on Transform Rock Co.	1,452.50
	Partners in Prevention	partnership stipend for membership on Transform Rock Co.	1,452.50
	Boys & Girls Club	partnership stipend for membership on Transform Rock Co.	1,452.50
	Friends of Rock River	partnership stipend for membership on Transform Rock Co.	2,500.00
	Public Opinion Strat.	Conducting survey of Rock County residents	10,000.00
	Survey of the Health of Wisconsin (SHOW)	Transform Wisconsin baseline evaluation in Rock County	80,000.00
62503	Rene Bue	interpreter services 9/14-9/25/12	98.30
63100	Amazon.com	2 Kintrex non-contact infrared thermometers	87.62
64000	McKesson	1 case Lysol spray & 12 boxes Snoopy spot bandaids	92.95
	Medline	4 cases medium & 1 case large nitrile exam gloves	277.10
	SMD Wynne Corp	9 cases vanishpoint syringes	3,203.98
	GlaxoSmithKline	adult vaccines: hepatitisA; hepatitisB; and twinrix	5,630.00
	Merck	zostavax vaccine less discount	7,798.79
64010	Culligan	October 2012 deionizer rent	35.00
64200	Janis Baumann	reimburse for Rabies Control Training registration 11/7/12	55.00
	Adam Elmer	reimburse for Rabies Control Training registration 11/7/12	55.00
64900	Grainger	10 fiberboard 30 gallon drums for prescription drug collections	379.10

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000001-46900	REFD PR/YRS EXP	0.00 100.0%	17,681.73	0.00	-17,681.73		
		11/01/12 -VN#014540	MERCK AND CO INC			-4,808.76	
			CLOSING BALANCE		-12,872.97		-4,808.76
		BAL.SHEET A/C	PROG-TOTAL-PO			-4,808.76	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$-4,808.76 INCURRED BY BALANCE SHEET ACCOUNT. 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

NOV 01 2012

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

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130080000-63110	ADMIN.EXPENSE	49,625.00 74.5%	38,939.14	-1,958.62	12,644.48		
	P1203040-PO# 11/01/12 -VN#028804			IDEXX LABORATORIES INC		4,444.88	
				CLOSING BALANCE	8,199.60		4,444.88
	CONSORTIUM FUNDS		PROG-TOTAL-PO			4,444.88	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,444.88 INCURRED BY CONSORTIUM FUNDING. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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- 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

**NOV 01 2012**

DATE \_\_\_\_\_

CHAIR

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130170000-63110	ADMIN.EXPENSE	45,664.00	11.2%	5,154.09	-23.11	40,533.02	
	P1200201-PO# 11/01/12 -VN#041415			DANIELS SENTRY		23.12	
				CLOSING BALANCE	40,509.90		23.12
	STI PREVENTION			PROG-TOTAL-PO		23.12	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$23.12 INCURRED BY STI PREVENTION 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

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NOV 01 2012

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

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3131610000-63110	ADMIN,EXPENSE	450,000.00	8.0%	32,397.20	3,801.16	413,801.64	
	11/01/12 -VN#052071			CONKLIN, LAURA		30.00	
P1200201-PO#	11/01/12 -VN#041415			DANIELS SENTRY		50.27	
P1202698-PO#	11/01/12 -VN#032724			HOTEL MEAD		490.00	
P1202969-PO#	11/01/12 -VN#031325			JAMESVILLE SCHOOL DISTRICT		800.00	
P1203030-PO#	11/01/12 -VN#028264			HENRICKSEN		190.64	
P1203033-PO#	11/01/12 -VN#041452			DISPLAYS 2 GO		452.33	
P1203037-PO#	11/01/12 -VN#048730			ELSEVIER		620.00	
P1203041-PO#	11/01/12 -VN#052259			LOVAAS, JENNA		37.50	
P1203042-PO#	11/01/12 -VN#015971			SCHOOL DISTRICT OF BELOIT		43.29	
P1203083-PO#	11/01/12 -VN#052278			SURVEY OF THE HEALTH OF WISCON		80,000.00	
P1203084-PO#	11/01/12 -VN#052279			BE ACTIVE OUTDOORS		1,452.50	
P1203085-PO#	11/01/12 -VN#038867			PARTNERS IN PREVENTION		1,452.50	
P1203087-PO#	11/01/12 -VN#052282			FRIENDS OF THE ROCK RIVER INC		2,500.00	
P1203088-PO#	11/01/12 -VN#030270			BOYS AND GIRLS CLUB OF JANESVI		1,452.50	
P1203089-PO#	11/01/12 -VN#048577			SULLIVAN, ANGIE		174.20	
P1203090-PO#	11/01/12 -VN#052283			FREDRICKS, SHAWN		154.85	
P1203091-PO#	11/01/12 -VN#052284			ROCK COUNTY DEPARTMENT OF PUBL		1,452.50	
P1203093-PO#	11/01/12 -VN#032660			UNIVERSITY OF WISCONSIN EXTENS		212.05	
P1203107-PO#	11/01/12 -VN#035559			STATELINE FAMILY YMCA		13.88	
P1203124-PO#	11/01/12 -VN#052293			PUBLIC OPINION STRATEGIES		10,000.00	
P1203126-PO#	11/01/12 -VN#041831			CITY OF JANESVILLE		1,452.50	
P1203149-PO#	11/01/12 -VN#036201			AMAZON.COM		223.94	
P1203183-PO#	11/01/12 -VN#052312			VORASS, STEVE		625.00	
P1203272-PO#	11/01/12 -VN#050162			CONSTANT CONTACT		168.00	
				CLOSING BALANCE		309,753.19	104,048.45
	COMM TRANSFORM		PROG-TOTAL-PO				104,048.45

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$104,048.45 INCURRED BY COMMUNITY TRANSFORMATION 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

NOV 01 2012

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

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3130000000-62503	INTERPRETER FEES	18,875.00 0.5%	10,829.30	-10,927.57	18,973.27		
	P1200199-PO# 11/01/12 -VN#039062		BUE,RENE			98.30	
			CLOSING BALANCE		18,874.97		98.30
3130000000-63100	OFC SUPP & EXP	8,500.00 67.4%	5,734.68	0.00	2,765.32		
	P1203148-PO# 11/01/12 -VN#036201		AMAZON.COM			87.62	
			CLOSING BALANCE		2,677.70		87.62
3130000000-64000	MEDICAL SUPPLIES	100,000.00 47.6%	97,104.95	-49,480.39	52,375.44		
	P1200203-PO# 11/01/12 -VN#014540		MERCK AND CO INC			7,798.79	
	P1200204-PO# 11/01/12 -VN#042626		MC KESSON MEDICAL SURGICAL COR			92.95	
	P1200734-PO# 11/01/12 -VN#020592		GLAXOSMITHKLINE PHARMACEUTICAL			5,630.00	
	P1203021-PO# 11/01/12 -VN#052264		SMD WYNNE CORP			3,203.98	
	P1203186-PO# 11/01/12 -VN#014513		MEDLINE INDUSTRIES INC			277.10	
			CLOSING BALANCE		35,372.62		17,002.82
3130000000-64010	LAB SUPPLIES	8,500.00 48.6%	8,105.57	-3,968.94	4,363.37		
	P1200195-PO# 11/01/12 -VN#010140		CULLIGAN WATER CONDITIONING IN			35.00	
			CLOSING BALANCE		4,328.37		35.00
3130000000-64200	TRAINING EXP	10,000.00 54.4%	5,444.14	0.00	4,555.86		
	11/01/12 -VN#042555		BAUMANN, JANIS			55.00	
	11/01/12 -VN#046967		ELMER, ADAM			55.00	
			CLOSING BALANCE		4,445.86		110.00
3130000000-64900	OTHER SUPPL/EXP	0.00 100.0%	0.00	-379.09	379.09		
	P1201583-PO# 11/01/12 -VN#051973		GRAINGER INDUSTRIAL SUPPLY INC			379.10	
			CLOSING BALANCE		-0.01		379.10
	HEALTH DEPT.		PROG-TOTAL-PO				17,712.84

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$17,712.84 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.
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BOARD OF HEALTH COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

NOV 01 2012

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

**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

12-49

Transfer No.

Requested by Public Health  
Department

Karen Cain

Department Head

10/10/12

Date

**FROM**

ACCOUNT #	DESCRIPTION	AMOUNT
31-3000-0000-61100	Regular Wages	11,000
31-3000-0000-62119	Other Contracted Svc	3,000
31-3000-0000-62503	Interpreter Fees	5,000

**TO**

ACCOUNT #	DESCRIPTION	AMOUNT
31-3000-0000-64000	Medical Supplies	19,000

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *ESK*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File



# ROCK COUNTY TRANSFER REQUESTS

#12-49

**TO: FINANCE DIRECTOR**

**REQUESTED BY: Public Health**

*Karen Cain*

Department

**DATE: 10/10/12**

Department Head Signature

	<b>FROM:</b>	<b>AMOUNT</b>
1)	ACCOUNT #: 31-3000-0000-61100 DESCRIPTION: Regular Wages	\$11,000.00
	CURRENT BALANCE: \$599,052 <i>85-0-12</i> PROVIDED BY THE FINANCE DIRECTOR	
2)	ACCOUNT #: 31-3000-0000-62119 DESCRIPTION: Other Contracted Services	\$3,000.00
	CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3)	ACCOUNT #: 31-3000-0000-62503 DESCRIPTION: Interpreter Fees	\$5,000.00
	CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4)	ACCOUNT #: DESCRIPTION:	
	CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

	<b>TO:</b>	<b>AMOUNT</b>
	ACCOUNT #: 31-3000-0000-64000 DESCRIPTION: Medical Supplies	\$19,000.00
	ACCOUNT #: DESCRIPTION:	
	ACCOUNT #: DESCRIPTION:	
	ACCOUNT #: DESCRIPTION:	

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

- #61100: There were 2 public health nurse vacancies due to resignations earlier in 2012, providing additional funds in the regular wages expense line item.
- #62119: The Beloit sublease from Nutrition & Health Associates was discontinued as of 7/31/12, providing additional funds in the Other Contracted Services expense line item.
- #62503: One of the health department's staff persons is performing most of the department's interpreting services, so the department is not having to pay extra fees for this service.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

There has been a high demand for the shingles vaccine throughout 2012, and this is expensive vaccine. Also, the changes in the Vaccines for Children program have required the health department to purchase more vaccine than had been required in previous years, creating more expense for this line item. The department has also had to replenish related medical supplies such as syringes, exam gloves, sharps disposal containers, etc. in order to be able to continue providing immunizations for the citizens of Rock County.

Environmental Health Professionals, including Registered Sanitarians and Environmental Health Technicians provide services necessary for the promotion of life, health, and well being of the citizens of Rock County; and

Environmental Health Professionals at the Rock County Health Department have demonstrated expertise in food and water protection, reduction of health and safety hazards in private and public places, and promoting practices in the community that prevent illness, enhance public health and improve the quality of life; and

November 12, 2012 has been declared Environmental Health Professional Day at the Rock County Health Department.

Therefore, on the 1<sup>st</sup> day of November, the Rock County Board of Health expresses its gratitude and appreciation to the Rock County Environmental Health Professionals for the efforts they put forth in protecting the health and safety of Rock County citizens.

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Sandra Kraft, Chair

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Louis Peer, Vice Chair

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Richard Bostwick, Supervisor

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Mike Rundle, Supervisor

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Dr. Dean Peterson, DVM

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Dr. Connie Winter, DDS

---

Dr. Aaron Best, MD

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Judy Wade, WHNP

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James Rooney, R.Ph

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Karen Cain, Health Officer

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Tim Banwell, Environmental Health Director.

Health education provided by a Health Educator improves the health status of individuals, families, communities in Rock County; and

Health education enhances the quality of life for all people by promoting health and preventing disease; and

By focusing on prevention, health education reduces the costs (both financial and human) that individuals, employers, and families, would spend on medical treatment; and

November 12, 2012 has been dedicated as Health Educator Day at the Rock County Health Department.

Therefore, on the 1<sup>st</sup> day of November, the Rock County Board of Health expresses its gratitude and appreciation to the Health Educators for the efforts they put forth in protecting the health and safety of Rock County citizens.

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Sandra Kraft, Chair

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Louis Peer, Vice Chair

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Richard Bostwick, Supervisor

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Mike Rundle, Supervisor

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Dr. Dean Peterson, DVM

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Dr. Connie Winter, DDS

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Dr. Aaron Best, MD

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Judy Wade, WHNP

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James Rooney, R.Ph

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Karen Cain, Health Officer

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Tim Banwell, Environmental Health Director.

# 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

### *National Farm to School Month*

If childhood obesity continues to rise, children today are likely to live shorter lives than their parents, report experts at the New England Journal of Medicine. This is why we cannot wait to address childhood obesity in Rock County. The *Transform Rock County* coalition is working together with leaders in a variety of sectors to reduce childhood obesity in our community.

Health begins where we live, work, learn and play. Practicing good eating habits is one way to live a healthier lifestyle. Our community can help children eat healthier by providing locally grown fruits and vegetables to them at school. This program is called Farm to School. Our schools are a great place to start introducing children to locally grown produce because they eat up to 40 percent of their daily calories during the school day. Kids in Farm to School programs eat 20 percent more fruits and vegetables. Children will learn better if they have nutritious, fresh food options for school meals and snacks.

Over 100 Wisconsin schools have these programs, and many more food service directors want to use local food, but they lack the resources to start or expand their program. The *Transform Rock County* coalition is excited to begin implementing Farm to School programs in school districts across Rock County. *Transform Rock County* will partner with school food service directors to provide the resources necessary to start or expand their programs.

Farm to School is a "win-win-win" for our community. Children win, schools win, and farmers and our community win!

### **Children Win!**

- Fresh fruits, vegetables and other healthy foods help reduce childhood obesity.
- Children at schools with Farm to School programs are more likely to eat fruits and vegetables at lunch.
- Farm to School improves students' attitudes about fruits and vegetables, building a foundation for lifelong healthy habits.

### **Schools Win!**

- Overall, schools have increased meal participation as much as double when farm-fresh food is served, bringing in more funds.

## ROCK COUNTY HEALTH DEPARTMENT

### North Office

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Janesville, WI 53547-1088  
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[www.co.rock.wi.us](http://www.co.rock.wi.us)



### South Office

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

- Local produce can cost less than highly processed foods currently delivered to schools.
- Local farm prices tend to fluctuate less than prices from distant markets.

### Farmers and Communities Win!

- Schools provide local farmers with new or expanded markets.
- Money stays in the local economy.
- The variety of local crops produced can increase, creating opportunities for community economic development.

If you are interested in learning more about *Transform Rock County* and local Farm to School initiatives, please sign up to receive our regular coalition updates. You can sign up via the online form at [www.co.rock.wi.us/health](http://www.co.rock.wi.us/health). We look forward to working with all Rock County residents to make the healthy choice the *easy choice* in our community.

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