

ROCK COUNTY, WISCONSIN



Rock Haven
P.O. Box 920
Janesville, Wisconsin 53547-0920
Phone 608-757-5076
Fax 608-757-5026

HEALTH SERVICES COMMITTEE
Wednesday, September 2, 2015 at 8:00 a.m.
Rock Haven Conference Room in Village Commons

AGENDA

1. Call to Order/Approval of Agenda
2. Introductions, Citizen Participation, Communications and Announcements
3. **Action Item:** Bills
4. **Action Item:** Budget Transfers
5. **Action Item:** Pre-Approved Encumbrances/Encumbrances

New Business

- a. **Action Item:** Discussion and Direction on Marketing Rock Haven Services

6. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for Wednesday, September 9, 2015 at 8 A.M. in the Rock Haven Classroom of the Village Commons
7. Adjournment

SP/ML

*Note to Committee Members: To ensure a quorum is present, please call the Administrative Secretary at 757-5076 if you are unable to attend the meeting.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
32-7260-7400-62171	AMBULANCE	P1502828	07/31/2015	REDI RIDE LLC	57.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,500.00	7,370.40	0.00	57.50	4,072.10
32-7260-7400-62189	OTHER MED SERV	P1500261	07/31/2015	DEAN HEALTH SYSTEMS	21.09
		P1500268	07/31/2015	MOBILEXUSA	1,085.46
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,500.00	16,461.46	(0.00)	1,106.55	(2,068.01)
RH CONTRACT SERVICES T-18 PROG TOTAL				1,164.05	
32-8000-8100-63109	OTHER SUPP/EXP	P1500269	07/02/2015	MULLIGANS CELLULAR AND PAGING	84.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	4,144.37	654.60	84.00	1,117.03
SUPPORT SERVICE MATERIALS PROG TOTAL				84.00	
32-8000-9100-64105	GROCERIES	P1502881	07/22/2015	GORDON FOOD SERVICE	7,125.41
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	167,000.00	92,482.17	47,635.50	7,125.41	19,756.92
SUPPORT SERVICE FOOD SERVICE PROG TOTAL				7,125.41	
32-8000-9200-62450	GROUNDS IMPR R&M	P1502553	07/31/2015	JANESVILLE SAND AND GRAVEL CO	8.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,940.00	6,895.42	385.00	8.44	6,651.14
32-8000-9200-62470	BLDG R & M	P1500246	07/28/2015	HOOPER CORP	1,789.49
		P1502699	07/30/2015	SANIMAX LLC	540.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,750.00	12,530.74	(0.00)	2,329.49	(1,110.23)
SUPPORT SERVICE MAINTENANCE PROG TOTAL				2,337.93	
32-8000-9300-63111	PAPER PRODUCTS	P1501906	07/29/2015	MC KESSON MEDICAL SURGICAL MN	2,338.14
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,500.00	21,086.25	211.05	2,338.14	864.56
32-8000-9300-63404	JANITOR/CLEANING				

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1501704	08/12/2015	SUPPLY WORKS	1,591.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	15,302.34	1,518.38	1,591.20	5,588.08
SUPPORT SERVICE ENVIRONMENTAL PROG TOTAL				3,929.34	
32-9000-9940-61920	PHYSICALS				
		P1500271	07/31/2015	OCCUPATIONAL HEALTH CENTER	276.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	2,732.25	0.00	276.00	(8.25)
GENERAL SERVICE EMP BENEFITS PROG TOTAL				276.00	

I have examined the preceding bills and encumbrances in the total amount of **\$14,916.73**

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 P1500750

PEID 042336

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 7/29/2015

DEPARTMENT RH FOOD SERVICE

COMMITTEE HEALTH SERVICES

VENDOR NAME GORDON FOODSERVICE

ACCOUNT NUMBER 32 8000 9100 64107

FUNDS DESCRIPTION CASH FOOD MEAT

AMOUNT OF INCREASE \$ 4000.00

INCREASE FROM \$ 25,000 TO \$ 29000.00

ACCOUNT BALANCE AVAILABLE \$ 4,000.00 SB 08/20/15

REASON FOR AMENDMENT INCREASE AVAILIABLE ACCOUNT BALANCE TO
PAY INVOICES QUICKLY.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

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

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

PURCHASE ORDER NUMBER P1500750

PEID 042336

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 7/29/2015

DEPARTMENT RH FOOD SERVICE

COMMITTEE HEALTH SERVICES

VENDOR NAME GORDON FOOD SERVICE

ACCOUNT NUMBER 32 8000 9100 64105

FUNDS DESCRIPTION CASH FOOD GROCERIES

AMOUNT OF INCREASE \$ 22,000

INCREASE FROM \$ 39,000 TO \$ 61,000

ACCOUNT BALANCE AVAILABLE \$ 26,882.33 SB 08/20/15

REASON FOR AMENDMENT INCREASE AVAILIABLE ACCOUT BALANCE TO

PAY INVOICES QUICKLY.

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

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

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