

**Jefferson County Board of Health  
Meeting Minutes – January 19, 2011  
Jefferson County Health Department Conference Room  
1541 Annex Road  
Jefferson, WI 53549**

**Call to Order**

John McKenzie, Chair, called the meeting to order at 9:07 a.m.

**Introductions**

Round-table self introduction was held.

**Roll Call/Establishment of a Quorum**

Quorum established.

**Board Members Present:** Ed Morse; John McKenzie; Dick Schultz

**Board Members Excused:** Dr. Donald Williams; Anna Hutchings

**Staff Present:** Gail Scott, Director/Health Officer; Diane Nelson, Public Health Program Manager; Sandee Schunk, Clerical/Recorder

**Staff Absent:** Tim Anderson, Environmental Health Specialist

**Guests Present:** Olivia Hartwick, La Crosse college student, interested in Public Health nursing

**Certification of Compliance with the Open Meetings Law**

Meeting was properly noticed.

**Review of the Agenda**

No changes noted.

**Public Comment**

None

**Approval of November 17, 2010 Board Meeting Minutes**

G. Scott reported the adjournment time should have been recorded as 10:31 a.m. *Motion by D. Schultz to accept the minutes as written with correction to adjournment time; second by E. Morse. Motion carried.*

**Financial Report**

G. Scott reviewed financial report and discussed additional funding the WIC program received in September.

G. Scott reported the purchase of a 2011 Dodge Caravan for Health Department staff use. Cost was split at 40% to WIC and 60% to Public Health. The purchase of the van was approved by the County Administrator and the Finance Committee. Payment has been processed to spend 2010 funding. *Formal motion to approve the purchase of a 2011 Dodge Caravan at a cost of \$22,105.00 was made by D. Schultz; second by E. Morse. Motion carried.*

G. Scott discussed grant funding expectations for 2011; answered questions regarding estimated carry over funds; discussed looking at ideas on focusing Public Health RN's into specialty areas.

## **Environmental Health**

G. Scott reported staff is working with the State on pool safety codes, etc. Jefferson County Environmental Health is one of two pilot sites state-wide using the computer program Health Space for the Agent program for the Dept. of Ag and also looking at nuisance complaints. Health Space is already being used for the Agent program for the Department of Health Services. G. Scott reported on a rural rental property that has been followed by T. Anderson for complaints of debris, garbage, scrap metal and deemed a health hazard/Public Health nuisance. A pre-trial was held. A court date is set for February 23, 2011.

T. Anderson is also following up on a complaint of someone providing tattoos in Fort Atkinson without a license. This individual did not renew their license which expired July 1, 2010. A citation has been issued with possible court involvement in the future.

January is "Radon Action Month". T. Anderson was interviewed on WFAW radio and press releases have been published advertising free radon kits available at the City of Watertown Health Department and Jefferson County Health Department. Last year 500 free radon kits were given away.

Emergency Response, Communication and Education: T. Anderson and G. Scott have been meeting with local Fire Department Chiefs and the Sheriff's department regarding the need to contact the Health Department for fires, chemical spills or any emergency that may impact the health of the public or on a licensed facility. T. Anderson's cell phone has been added to the emergency response box system at the Sheriff's Department.

New CO Detectors Rule Starting February 1, 2011: The CO Detector flier was reviewed. The Daily Union newspaper will be doing a feature story on this new law and information was given to all media outlets.

## **Public Health Preparedness**

G. Scott reported that an additional \$30,000.00 of funding will be awarded to make the total allocation for 2010 through August 9, 2011 at \$77,184.00. Grant objectives were reviewed on the hand-out. An exercise will be conducted with other health departments in April 2011. A fiscal report is to be completed.

## **Public Health Program and Review of Statistics**

Communicable Disease Cases Reported: Hand-outs reviewed. G. Scott reported that accurate reporting is an issue with three different reporting systems being used (WEDDSS, ECS, SPHERE). These systems need to be streamlined. The "Disease Incident Counts Report" (WEDDSS) was reviewed which shows Jefferson County statistics in comparison to State statistics. D. Nelson explained the use of this report showing confirmed cases vs. not confirmed. Public Health must follow-up on all communicable diseases reported to the Health Department. A possible TB case is being followed now. The Health Department clinic RN checks the WEDDSS daily to verify if any Jefferson County cases need tracking and follow-up. Discussion followed on Chlamydia being considered a nationwide outbreak. Public Health nurses visit the schools for education and a Facebook site for Jefferson County and the Health Department will be used for education and prevention.

Public Health Program Nurse Manager Position: G. Scott reviewed that the budget amendment that was submitted to eliminate this position failed at Finance Committee and County Board of Supervisors.

Consolidated Grant Objectives: G. Scott reviewed the hand-out of the 2011 grant objectives. A total of \$63,089.00 in funding is allocated for 2011. The funding includes the following programs: Childhood Lead; Immunization; Maternal Child Health (MCH); Wisconsin Well Woman Program (WWWP).

G. Scott reviewed the hand-out of a research article titled “Perspectives on Health Behaviors among Low-Income Latino and Non-Latino Adults in Two Rural Counties”. This was based on research that was done with the Jefferson County Health Department, the City of Watertown Health Department, Rock River Free Clinic and other programs serving low-income individuals.

#### **Personal Care Program and Review of Statistics**

G. Scott reviewed the hand-out of program statistics.

#### **Director’s Report**

Hand-out included in meeting packet for review.

#### **Status of Rock River Free Clinic and Community Dental Clinic**

G. Scott reported that a dentist has been hired for the Community Dental Clinic and they have eliminated the large waiting list of over 800 patients. They are accepting new patients, have hired some part-time staff and are now open four days per week. The dental clinic does not receive Jefferson County funding. The clinic operates on Medical Assistance reimbursements, donations and initial grant funding from Delta Dental.

G. Scott reported that the Rock River Free Clinic may have a Physician (or Nurse Practitioner) practice part-time at the clinic and would be funded by Fort HealthCare and County funding. This would allow the Rock River Free Clinic to be open extended hours and relieve over use of the Emergency Room.

#### **Next Meeting Date/Time/Agenda Items**

Date/Time: Wednesday, March, 16, 2011. The time to be determined, as request was made by J. McKenzie to hold meetings after 11:00 a.m. Board of Health members will be contacted regarding the time change request.

Agenda Items: G. Scott requested any agenda item requests be e-mailed to her.

#### **Miscellaneous**

Discussion was held regarding health hazards of raw milk consumption and ban of artificial marijuana sales in Jefferson County. J. McKenzie questioned if these should be Public Health issues to follow-up on. G. Scott reported that the State is looking at these issues.

#### **Adjourn**

*Motion made by D. Schultz to adjourn the meeting at 10:32 a.m.; second by E. Morse. Motion carried.*

Respectfully submitted;

Sandee Schunk  
Recorder