

Jefferson County Board of Health
Meeting Minutes – July 29, 2015
Jefferson County Health Department – Conference Room
1541 Annex Road, Jefferson, WI. 53549

Call to Order: D. Schultz, Chair, called the meeting to order at 1:05 p.m.

Roll Call/Establishment of a Quorum: Quorum established.

Board Members Present: Dick Schultz, Chair; Ed Morse, Vice-Chair; Marie Wiesmann, RN, BSN, Secretary; Don Williams, M.D.

Board Members Absent: John McKenzie was excused prior to the meeting.

Staff Present: Gail Scott, Director; Diane Nelson, Public Health Program Manager; Sandee Schunk, Clerical/Recorder; Mary Magnuson, PH RN; Nancy Schneider, PH RN; Katrina Waldron, PH RN

Guest Present: Benjamin Wehmeier, County Administrator

Certification of Compliance with the Open Meeting Law: The meeting was properly noticed.

Approval of the Agenda: *Motion by M. Wiesmann to approve the agenda as written; second by E. Morse; motion carried.*

Approval of Board of Health Minutes for May 27, 2015:

Motion by E. Morse to approve the minutes as written; second by M. Wiesmann; motion carried.

Communications:

a. Wisconsin State Laboratory of Hygiene Budget Provision Response Letter

Review of a letter in the meeting packet dated June 3, 2015 that was sent by Gail Scott to Karen McKeown at the Division of Public Health on behalf of the Board of Health. Review of a reply letter dated June 15, 2015 from Karen McKeown confirming that the funds will not be transferred out of the State Lab of Hygiene to the Department of Agriculture as the provisions had been removed from the State budget during proceedings of the Legislature's Joint Finance Committee.

b. Letter from UW-Madison School of Nursing Dean

A letter of thanks, for providing clinical training to their nursing students during the academic year, was reviewed.

Public Comment:

G. Scott introduced the 3 Public Health RNs in attendance and gave a brief update on their education and/or experience.

Review of Health Department Financial Report:

a. Review and Discussion of Income Statement and 2015 Budget

The June 30, 2015 "Statement of Revenue & Expenditure Report" was reviewed in the meeting packet.

b. Review and Discussion of Draft 2016 Budget

The initial 2016 Health Department Budget was reviewed. B. Wehmeier addressed the issue that the Health Department is a non-countywide tax levy due to Watertown having their own Health Department. Therefore, the Health Department has a 3 month unassigned fund balance with 2 months being required by County policy. The current 2016 tax levy goal of \$ 838,207 will be met with the use of \$ 102,061 from the unassigned fund balance. B. Wehmeier reported that the 2016 health insurance rates have not been released yet which will impact the 2016 budget.

Motion by Dr. D. Williams to send the 2016 budget "draft" to the County Administrator and Director of Finance for review; second by M. Wiesmann; motion carried unanimously.

Operational Update of the Environmental Health Program:

G. Scott gave the Environmental Health Update received via e-mail from Jeff Larkin, Environmental Health Specialist.

* 2015 Temporary Events (27 events, April through October) are in full swing. Ted & Jeff contact the event coordinator and all the food vendors to determine what is being served and get them permitted properly. They inspect each vendor at the event to confirm safe food handling practices. These events are very time consuming. Thirteen events completed to date.

*Permit renewal time of year. Contacting and visiting establishments to get them current/paid-up. Currently down to 25 establishments with outstanding fees. Establishments with outstanding fees on August 15th will be shut down and permits revoked.

*Ted and Jeff have approximately 90 inspections remaining (2014 – 2015 licensing year). Working on getting those inspected. Putting them behind were 88 follow-up/re-inspections and 5 Lead Hazard inspections.

*Currently working on 6th Lead Hazard Investigation report since November of 2014. The past couple of years there have only been 1 or 2 per year.

*In an effort to reduce some of the Lead program workload, Gabrielle Peterson, Emergency Response Coordinator, will be taking coursework in August to get certified as a State Lead Hazard Investigator.

*Multiple bed bug and mold complaints received in the past few weeks.

Discussion of Public Health Preparedness Program:

a. Discussion of Development of Mass Care and Family Assistance Center Plans

G. Scott reported that she is working on a “Mass Care Plan” with Donna Haugom of Jefferson County Emergency Management; Jefferson County Human Services; Jefferson County Sheriff’s Department and the Red Cross. Jefferson County Human Services is being trained to respond during a disaster for mental health and social support.

G. Scott reported that a “Family Assistance Center Plan” will be completed to be used during a Mass Fatality event. A center would be opened to provide lodging, food, mental health support, spiritual care, family and media briefings. An evidenced based plan out of California will be used as a guide.

G. Scott reported that 2 requirements of the Public Health Preparedness grant will be met with the completion of these 2 plans.

G. Scott reported that she is updating emergency plans, emergency call lists and the Incident Command System Plan.

G. Scott reported that the new Public Health nurses completed the introductory course on ICS (Incident Command System) and NIMS (National Incident Management System).

Discussion of Public Health Program and Statistics:

a. Review of Communicable Disease Cases Reported

G. Scott reviewed the statistical hand-out included in the meeting packet.

D. Nelson reported that there was a Cryptosporidiosis outbreak with 4 confirmed cases, 1 probable case and 8 clients with symptoms that did not test positive. The disease follow-up took a lot of staff time and effort. Environmental Health did an inspection with a source being suspected but no common source was identified.

K. Waldron, Public Health RN, reported that in July there has been an increase in Gonorrhea and Chlamydia cases.

Dr. D. Williams reported that there is not an STD (Sexually Transmitted Disease) clinic in Jefferson County, making it difficult for clients to obtain STD follow-up care. M. Wiesmann and Dr. D. Williams asked if the Rock River Free Clinic would see low income, uninsured STD clients and provide expedited care (prescriptions for reported partners) if referred by the Health Department? M. Wiesmann said she would talk to Kristin Wallace, the Rock River Free Clinic Director. G. Scott will check if the State Lab of Hygiene would offer “fee exempt” STD testing provided by the Rock River Free Clinic. It was reported that Public Health contacts all STD reported partners but has a problem with them picking up their prescription at the pharmacies. Dr. D. Williams reported that pharmacies should be doing some education on STDs when prescriptions are picked up, as well as the State Department of Health Services. Lack of funding and transportation are barriers for clients (and partners) to follow through with treatment. Dr. D. Williams reported that doctors are allowed to treat STD contacts with antibiotics and are protected under the law.

b. Discussion of Avian Influenza (H5N2 – HPAI*) Outbreak and State Hotwash (*Highly Pathogenic Avian Influenza)

G. Scott reported that a “Hot Wash” was done with the counties that were affected by the Avian Flu, Wisconsin Department of Agriculture, Department of Natural Resources (DNR), Wisconsin National Guard, Wisconsin Department of Health Services, USDA, and State Lab of Hygiene. It was questioned if the Department of Ag communicated well with the local agencies and the answer was “no”. Communication was not good during the outbreak and it was noted that it needs much improvement. The first Jefferson County chicken farm that was affected lacked bio-security. The Health Department provided N95 fit-testing for the farm workers, health education on Avian flu and provided thermometers for symptom monitoring. Dr. Williams wrote Tamiflu orders for farm workers if they wanted the medication as a preventive measure. Fortunately, there was no human Avian cross-over. The Center of Disease Control (CDC) is predicting a re-occurrence of the

Avian flu in the fall when bird migration begins. The State and local levels should be better prepared for another outbreak. G. Scott will follow-up with the Land and Water Conservation Department and UW –Extension to clarify what the role of the Health Department will be in the case of another Avian outbreak. A “Situational Report” is issued weekly regarding the cleaning and disinfecting status of the chicken farms. D. Nelson reported that a few part-time farm workers lost their jobs and cultural/language differences were a factor in working with the chicken farm employees.

c. Discussion of E-Cigarette Inclusion in County Smoke Free Air Policy

G. Scott reported that the Jefferson County Board of Supervisors voted “yes” to include in County policy the “Resolution for Jefferson County to Protect Local Control of the Use of E-Cigarettes” (hand-out available in the meeting packet).

d. Discussion of Wisconsin State Laboratory of Hygiene Budget Provision, Fee Freezes and Governor’s Veto

G. Scott reported that Governor Walker’s veto gave back local control over State Lab of Hygiene and Environmental Health fees that had been proposed to freeze for two years.

e. Discussion and Possible Action on Proposed Resolution for Local Control of Smoke-Free Air

G. Scott reported that Jefferson County is the first county in the state to work with the Tobacco Free Coalition regarding pre-emption of vapor products in county tobacco control ordinances.

Motion by M. Wiesmann to forward the proposed “Resolution for Jefferson County to Protect Local Control of the Use of E-Cigarettes” to the Jefferson County Board; second by E. Morse; motion carried unanimously.

G. Scott will ask Blair Ward in the Corporation Counsel office to forward the resolution to the County Board for review.

f. The Administration & Rules Committee reviewed several resolutions regarding Communicable Disease funding and referred them to the Board of Health for their recommendation

G. Scott reported that the Jefferson County Health Department is mandated to follow-up on communicable disease control and prevention to obtain State funding.

M. Wiesmann recommended that Blair Ward of Jefferson County Corporation Counsel and Gail Scott create a resolution for communicable disease control and prevention and bring it back to the Board of Health for review. (Samples of Outagamie County and Taylor County resolutions are in the meeting packet.)

g. Discussion and Possible Action on Proposal to Write a Letter to the State Department of Health Services Urging Them to Change the Statutes/Administrative Rules for Blood Lead Levels

G. Scott reported that the Health Department provides follow-up on any blood lead levels in the 5 – 9 range as recommended by the Center for Disease Control (CDC). State of Wisconsin statutes say follow-up is only needed for blood lead levels of 10 and above. This is a concern of the Health Department.

M. Wiesmann motioned that a letter be sent, on behalf of the Board of Health, to the Wisconsin Department of Health Services requesting that the State of Wisconsin statutes reflect the CDC guidelines for follow-up on blood lead levels in the 5 – 9 range; second by Dr. D. Williams; motion carried unanimously.

h. Update on Newly Hired Staff (Information Only) (Update and introductions were covered under “Public Comment”.)

Discussion of Monthly Health Department Report

G. Scott reviewed the hand-out in the meeting packet. Jail staff and new Public Health RNs were highlighted in the online Jefferson County newsletter.

D. Schultz commented that the Health Department management and staff do a good job throughout the year.

Dr. D. Williams requested an update on the crib and car seat programs. It was reported that 40 – 50 Pack n Play cribs are given out to families each year. The Bureau of Transportation (BOTS) grant in the amount of \$ 4,000 is used to purchase car seats for low income families.

G. Scott reported that donations are accepted for cribs and car seats. An article was published in the Daily Union newspaper. The Randy Schopen Foundation is considering making another donation for cribs this year. M. Wiesmann suggested that fliers requesting donations be circulated throughout the county.

D. Nelson reported the Child Death Review Team (CDRT) had 4 infant deaths related to co-sleeping in prior years and there have been zero reported co-sleeping deaths lately. She is hopeful that the free crib program has helped in this area.

G. Scott reported the enclosure of the downstairs service desk for security is in process. Downstairs staff gave input on the design and the maintenance department is obtaining construction quotes. The project is scheduled to be completed by the end of 2015 with carry-over funds from 2014 covering the cost at approximately \$ 20,000.

New Executive Director of Rock River Free Clinic (Information Only)

Kristin Wallace is the new Director of the Rock River Free Clinic and has an office located in the Health Department.

Adjourn

Motion by M. Wiesmann to adjourn the meeting at 2:15 p.m.; second by E. Morse; motion carried unanimously.

Next Scheduled Meetings: Wednesday, September 23, 2015; Wednesday, November 18, 2015: Next meeting will be held on Wednesday, September 23, 2015 at 1:00 p.m. in the Health Department Mondo Pad Conference Room.

Respectfully submitted;
Santee Schunk - Recorder