

**Jefferson County Board of Health**  
**Meeting Minutes – Wednesday, March 23, 2016**  
**Jefferson County Health Department – Conference Room**  
**1541 Annex Road, Jefferson, WI. 53549**

**Call to Order:** D. Schultz, Chair, called the meeting to order at 1:02 p.m.

**Roll Call/Establishment of a Quorum:** Quorum established.

**Board Members Present:** Dick Schultz, Chair; Ed Morse, Vice-Chair; John McKenzie; Don Williams, M.D.

**Board Member Excused Prior to Meeting:** Marie Wiesmann, RN, BSN, Secretary

**Staff Present:** Gail Scott, Director; Diane Nelson, Public Health Program Manager; Jeff Larkin, Environmental Health; Ted Tuchalski, Environmental Health; Sandee Schunk, Clerical/Recorder

**Guests Present:** Ben Wehmeier, County Administrator; Jim Schroeder, County Board Chair; Blair Ward, Corporation Counsel; LaVern Georgson, UW Extension Department; Lisa Jensen, Fort HealthCare; Anita J. Martin, Sally Jones

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

**Approval of the Agenda:** No changes to the agenda.

**Approval of Board of Health Minutes for January 27, 2016:**

*Motion by J. McKenzie to approve the minutes as written; second by E. Morse; motion carried.*

**Communications:** G. Scott reported that the State released notification on March 22<sup>nd</sup> at 5:50 p.m. that the Public Health Preparedness funding, for grant period 7/1/16 – 6/30/17, will be reduced by 7.2% resulting in an estimated revenue decrease of \$ 4,000.00. Per the notification from the Department of Health Services (DHS): “The dollars from these cuts will be redirected to support the federal Zika Virus response”. This is expected to be a one-time funding cut.

**Public Comment:** None

**Review of Health Department Financial Report:**

**a. Review and Discussion of Income Statement:**

The January 31, 2016 “Statement of Revenue & Expenditure Report” in the meeting packet was reviewed.

**b. Review of the Mileage and Car Log:**

The January 31, 2016 Vehicle Usage Log in the meeting packet was reviewed.

**c. End of Year Status & Carryover:**

The “2015 End of Year Summary: Revenue/Expenses/Carryover” report in the meeting packet was reviewed.

G. Scott pointed out that although the department shows a year end deficit of (\$ 58,337.00) \$ 73,000 was used to pay out retirement benefits for five staff members in May 2015 and \$ 20,000 had been budgeted for the safety glass installation at the reception desk on the lower level. Due to the Health Department having its own “Reserve Fund Balance” – there is currently \$240,164 available to use, above the 3 month Capital Reserve amount required, per the County Finance Director.

**d. Request for Out-of-State Travel for PHN to Attend Epidemiology Class in Atlanta:**

G. Scott reported that Katrina Waldron, Public Health RN, was one of five RNs chosen statewide to attend a two week Epidemiology course at Emory University – Rollins School of Public Health in Atlanta, GA. The State will pay the \$ 2,000 registration fee and reimburse the Health Department up to \$ 2,000 for travel expenses which will cover the airline ticket and lodging. The Health Department will have to cover the expense of meals, mileage, an Epidemiology text book and transportation fees - estimated to be approximately \$ 796.00. This amount is covered in the 2016 budget.

*Motion by Dr. D. Williams to approve attendance and applicable expenses for Katrina Waldron, Public Health RN, to attend the “Epidemiology in Action” two week course offered by the CDC and Rollins School of Public Health at Emory University in Atlanta, GA from June 13, 2016 – June 24, 2016; second by J. McKenzie; motion carried.*

## **Operational Update of the Environmental Health Program**

### **a. Update on UW Whitewater Facilities Located in Jefferson County**

G. Scott reported that UW Whitewater has 3 licensed facilities, a swimming pool and Rec Ed camp on campus located in Jefferson County. The State of Wisconsin provides all inspections on the UW campus for continuity - instead of having Jefferson and Walworth County Health Departments provide the inspections. The inspections will remain with the state.

### **b. Review of Elevated Blood Lead Levels in 2015**

The "Summary of Elevated Blood Lead Levels by City" in the meeting packet was reviewed. G. Scott reported that the summary was created to be sure there weren't concentrated areas of high lead levels in the county. Discussion followed regarding the high lead levels in drinking water in Flint, MI and the damage that may have been done to a generation of children exposed to the high levels of lead.

Dr. D. Williams asked if random water samples should be taken and tested for lead in some of the older school buildings throughout Jefferson County as a proactive step.

J. Larkin reported that Environmental Health is not required to provide lead testing of city water.

G. Scott reported that she will contact cities and schools to see if the water is being tested for lead contamination.

T. Tuchalski reported that a residence in Fort Atkinson that was previously deemed unfit for human habitation has been cleaned up and approved to be lived in again.

## **Discussion of Public Health Preparedness Program**

### **a. Review of 2016 Exercises**

The handout in the meeting packet... "Exercises/Events/Hotwashes" was reviewed.

G. Scott announced that Board of Health members may attend the "Ebola Regional Exercise" scheduled on May 18, 2016 in Madison at the Alliant Energy Center. Anyone interested in attending should let her know as soon as possible.

G. Scott reported that on June 8, 2016, there will be a full-scale statewide exercise including the National Guard, called *Miles Paratus*. It will be a natural disaster weather event involving a mock tornado with involvement from the local and State level. D. Nelson and B. Wehmeier will be participating in the exercise at Volk Field.

G. Scott reported that on October 22, 2016, a full-scale exercise, with mass fatalities, will be held in Watertown and a "Family Assistance Center" will be set up at Maranatha College.

### **b. Discussion and Possible Action on Request from Emergency Management for Funding for Trailer**

G. Scott reported that this request has been withdrawn and no further action is required.

## **Discussion of Public Health Program**

### **a. Review of Statistics**

The handout in the meeting packet was reviewed.

D. Nelson reported that the jail nurses provided 450 client visits in February 2016 compared to 240 in February 2015. The inmates require more medical attention due to alcohol and heroin withdrawals and chronic disease issues.

### **b. Review of Communicable Disease Cases Reported**

The handout in the meeting packet was reviewed.

D. Nelson reported that in January and February 2016, there was a Shigellosis outbreak in 4 counties (including Jefferson County) at some daycares and elementary schools. The largest amounts of cases were reported in Walworth County. Seventy people were followed and there have been no new cases reported in the past 10 days.

D. Nelson reported that the Whitewater School District Superintendent complimented Katrina Waldron, RN for her assistance and stated that their school nurses appreciated working with her on the outbreak situation.

### **c. Discussion and Possible Action on Acceptance of Adult Immunization Grant Funding**

G. Scott reported that an Adult Immunization Grant for the contract cycle of May 1, 2016 through June 30, 2017 in the amount of \$ 4,915 has been offered to the Health Department by the Wisconsin Department of Health Services (DHS). Following is the objective chosen and submitted to the State: "By June 30, 2017, 54% of adults aged 19 years and older, residing in Jefferson County will have received a dose of Tdap" (Tetanus/Diphtheria/Pertussis).

G. Scott reported that the new LPN that is working 3 days per week in the downstairs immunization clinic will be assigned this grant. (It was noted that if other health departments do not accept this grant, the left over funding will be split among the departments that did choose to participate.)

Dr. D. Williams reported that some insurance companies do not cover the Tdap at physician offices if it is given as routine and not due to a wound or injury. Medicare Part D covers this immunization when given at pharmacies to Medicare recipients and pharmacies are able to bill most commercial insurance companies. Part of the Adult Immunization Grant will be used for assessing barriers that keep adults from getting the Tdap booster when it is due.

*Motion by J. McKenzie to accept the Adult Immunization Grant funding and the objective listed above; second by Dr. D. Williams; motion carried unanimously.*

Dr. D. Williams reported that some larger companies that provide mass flu and pneumonia immunizations do not enter the vaccinations into the Wisconsin Immunization Registry (WIR). This causes a problem, especially with the pneumonia vaccination, as clinicians have no way of knowing if the client has received the vaccine and many clients are not good historians regarding their vaccinations. He mentioned that there should be a proposal for State legislation making it mandatory that any medical agency that administers vaccinations be required to enter the vaccination data into the WIR system.

**d. Update on Elizabethkingia Infections**

G. Scott reported that there have been cases reported in southern and southeastern Wisconsin. Elizabethkingia is a bacterial opportunistic infection, mainly affecting the elderly and immune compromised. G. Scott has participated in media telephone interviews plus 2 radio interviews (1 included Karen McKeown from the State). The State Department of Health Services (DHS) and the Center for Disease Control (CDC) is providing follow-up, not the local health departments. No source of the bacteria has been found to date.

**e. Update on Shigella Outbreak**

This was discussed earlier in this meeting under "Review of Communicable Diseases Reported".

G. Scott reported that there is heightened awareness about the Zika Virus with no follow-up of pregnant women required in this area of the country to date. A protocol will be released by the State should the need arise.

**f. Staffing Update Including RD/RN Position in WIC**

G. Scott reported that Melissa Koenig, LPN, currently works every other weekend at the jail and now works 3 days per week at the office clinic in the lower level of the Health Department.

G. Scott reported that Laryssa Germundson has been hired as a part-time bilingual WIC Peer Counselor.

G. Scott reported that Jennifer Gaal, Registered Dietician, has been hired to start in the WIC program on April 11, 2016 replacing Marsha Hake, RN, whom retired on March 18, 2016.

**Discussion of Monthly Health Department Report**

G. Scott reviewed the January and February 2016 staff activity reports in the meeting packet.

G. Scott reviewed the "Jefferson County Spring Immunization Coalition Meeting" handout in the meeting packet.

On Tuesday, March 29, 2016, Dr. Margaret Hennessey, MD, Pediatrician, will present "How to Discuss HPV" at the Workforce Development Center at 5:00 p.m. with a dinner included. This is part of the HPV (Human Papilloma Virus) grant for outreach and education.

**Discussion on Potential Health Concerns Related to Commercial Livestock Farming Operations**

The individuals who spoke on this issue were Anita Martin; Sally Jones; Blair Ward, Jefferson County Corporation Counsel; LaVern Georgson, UW Extension Ag Agent; Ben Wehmeier, Jefferson County Administrator.

Handouts were presented by Anita Martin and Dick Schultz for review and will be added to the meeting packet.

D. Schultz thanked Anita Martin and Sally Jones for bringing their concerns about this issue to the meeting.

**Adjourn**

*Motion by J. McKenzie to adjourn the meeting at 2:15 p.m.; second by Dr. D. Williams; motion carried*

**Next Scheduled Meeting: Wednesday, May 18, 2016 at 1:00 p.m.**

Respectfully submitted;  
Sande Schunk, Recorder