

Jefferson County Board of Health
Meeting Minutes – Wednesday, November 16, 2016
Jefferson County Health Department – Conference Room
1541 Annex Road, Jefferson, WI. 53549

Call to Order: M. Wiesmann, Chair, called the meeting to order at 1:01 p.m.

Roll Call/Establishment of a Quorum: Quorum established.

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

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

Guests Present: Benjamin Wehmeier, County Administrator; James Schroeder, County Board Chair; Tracie Davis, UW Green Bay Student Nurse

Certification of Compliance with the Open Meetings Law: Confirmed by G. Scott, Director.

Approval of the Agenda: No changes requested.

Approval of Board of Health Minutes for September 21, 2016: *Motion by J. McKenzie to approve the minutes as written; second by D. Schultz; motion carried unanimously.*

Communications: None

Public Comment: None

G. Scott introduced UW Green Bay nursing student, Tracie Davis, who is working on her Public Health clinical at the Health Department.

Review of Health Department Financial Report

a. Review and Discussion of Income Statement

S. Schunk reviewed the September 2016 “Statement of Revenues & Expenditures Report” included in the meeting packet. The reserve funds available in the 2016 budget, in the amount of \$ 114,973, will be applied to cover any deficit at year end. *Motion by J. McKenzie to approve the financial report; second by D. Williams, M.D.; motion carried unanimously.*

b. 2017 Budget Update

G. Scott thanked B. Wehmeier and J. Schroeder for the amendment-free 2017 budget process and approval. B. Wehmeier reported that the Resolution to allow the Health Department to carry a 3-month fund balance was approved by the County Board for auditing purposes and accepted as a policy change. He also reminded the committee that future Health Department budgets will have a greater impact on tax levy goals.

Operational Update of the Environmental Health Program

a. Presentation on Childhood Lead Poisoning Prevention – Tracie Davis, RN, UW Green Bay Student

T. Davis and G. Scott did a PowerPoint presentation on “Lead Exposure in Jefferson County”. This presentation will be given on December 7, 2016 at 6:30 p.m. at the Lake Mills informational meeting on lead in the city water. Discussion followed on lead testing and follow-up being provided on all elevated lead levels by the nursing staff and Environmental Health staff.

T. Tuchalski reported on recent bed bug issues and that he was continuing to follow-up with Blair Ward, Jefferson County Corporation Counsel, regarding the ongoing issue of clean-up of the disposal of household pet waste in a roadside ditch in Sullivan.

b. Discussion of Lake Mills Informational Meeting Regarding Lead

As stated above, the City of Lake Mills will host an informational meeting on the lead levels in the city water on Wednesday, December 7th at 6:30 p.m. Discussion followed that lead poisoning is usually obtained from lead based paints, varnishes or environmental exposures to lead dust. Drinking water is usually not the main issue.

Discussion of Public Health Preparedness Program

a. Discussion of Grant Funding and Scholarships

G. Scott reported that the current consolidated contract for Public Health Preparedness was restored to full funding in the amount of \$ 56,181 for the period of 7/1/2016 – 6/30/2017. Initially, a decrease of \$ 4,110 was projected. The State will be offering scholarships for trainings and conferences in the near future that will be applied for by Health Department staff.

b. Review of Full Scale Exercise In Watertown

G. Scott reported that a new statewide emergency plan will be rolled out electronically for Health Departments to refer to in the near future. G. Scott reported on the follow-up of the full scale emergency exercise that involved a mock train derailment that went well overall and any issues identified will be corrected for future exercises.

Discussion of Public Health Program

a. **Review of Statistics:** D. Nelson reviewed the report in the meeting packet. Dental Varnishes have increased due to staff focus on this program and reported on a new partnership with the Children's Health Alliance to assist pregnant women in obtaining dental care.

b. **Review of Communicable Disease Cases Reported:** D. Nelson reported that 20,000 students were immunized for Meningitis B at UW Madison Health Services due to 3 students contracting the disease. The CDC (Center for Disease Control) provided the first vaccine free of charge but the 2nd dose is to be provided by their medical providers if insured. The Madison University Health Services will provide the 2nd dose if a student is uninsured.

c. **Discussion of Mass Clinics and Influenza Vaccinations:** Diane N. reported that 518 children were immunized at the 5 school district mass immunization clinics in Fort Atkinson, Jefferson, Lake Mills, Waterloo and Cambridge.

d. **Discussion of Partnership with Tobacco Free Wisconsin Coalition:** G. Scott reported on a partnership with Dodge and Waukesha counties to develop a work plan as a regional coalition. The Jefferson County Health Department has been offered \$3,000 to participate in the coalition to identify and monitor if e-cigarette and other tobacco products are marketed near candy products in stores in Jefferson County and coordinate meetings with State leaders as needed. Emi Reiner, RN will work on this project.

Motion made by D. Schultz to approve partnership with the Tobacco Free Coalition and accept \$3,000 in funding that is contracted through the American Lung Association and funded by the Regional Tobacco Free Wisconsin Coalition; second by D. Williams, M.D.; motion carried unanimously.

e. **Review of Community Health Assessment and October 24th Summit:** G. Scott reported on the meeting that was held at the Windwood Country Club in Watertown. It was well attended and participants received the results of the "Community Health Assessment and Surveys" that had been completed. The health priorities identified were obesity prevention, physical activity, healthy nutrition, mental health and substance abuse. A report will be developed and customized for disbursement at different facilities throughout the area.

Discussion of Monthly Health Department Report: G. Scott reviewed the 2 month staff activity report in the meeting packet. Highlighted items: B. Wehmeier, J. Schroeder and Department Heads hosted an employee appreciation luncheon in October that was attended by nearly 300 employees and individually greeted by Ben; Jail nurses have been busy with inmate monitoring and complicated situations; the jail recently changed over to electronic medication medical records; G. Scott was asked to write a "letter of commendation" to the jail nursing staff on behalf of the Board of Health to thank them for their dedication and hard work in challenging circumstances.

Adjourn: *Motion made by D. Schultz to adjourn the meeting at 2:20 p.m.; second by D. Williams, M.D.; motion carried unanimously.*

Next Scheduled Meetings: Wednesday - January 18, March 15, May 17, 2017 at 1 p.m.

Respectfully submitted;
Sandee Schunk, Recorder