



# JEFFERSON COUNTY HEALTH DEPARTMENT

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## Jefferson County Board of Health Meeting Minutes – Wednesday, November 29, 2017

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

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

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

**Guests Present:** Benjamin Wehmeier, County Administrator, Blair Ward, Corporation Counsel, James Schroeder, Jefferson County Board Chair, Anita Martin, Citizens for a Better Environment, Ronni Monroe, Karen Gefuert, Jefferson County Farm Bureau, Roger Zimmerman, Sue Marx, Jefferson County Farm Bureau, Darr Paulson, Blane Paulson, Sue Andersen, Jefferson County Farm Bureau, Kitty O’Meara, Lloyd Holterman, LaVern Georgson, UW Extension Jefferson County

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

**Staff Excused Prior to Meeting:** Jeff Larkin, Environmental Health

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

**Approval of the Agenda:** *Motion by D. Schultz to approve the agenda; second by J. McKenzie; motion carried unanimously.*

**Approval of Board of Health Minutes for September 20, 2017:** *Motion by J. McKenzie to approve the minutes as written; second by D. Schultz; motion carried unanimously.*

**Communications:** E-mails received from concerned citizens were reviewed by the board.

**Public Comment:** M. Wiesmann, Chair, invited Anita Martin, Citizens for a Better Environment, to begin her presentation on a Proposed Public Health Ordinance with a 15 minute limit. Public Comment will follow her presentation.

**Presentation by Anita Martin on Proposed Public Health Ordinance:** Anita Martin, Lake Mills, addressed the Board on a proposed ordinance titled: County of Jefferson Goat and Sheep Livestock Limits to Protect Public Health. The proposed ordinance, included in the meeting packet plus one additional handout (Number of Q-Fever Case Reports and Investigations) were reviewed and discussion followed. Page 4, Section 1.5 of the proposed ordinance Prohibited Practices was highlighted by Ms. Martin regarding (1) reducing farm-to-farm transmission of Q-Fever by limiting farms to not more than 800 goats or sheep and (2) avoid clustering by not allowing new or converted farming operations with up to 800 goats or sheep to be closer than 6.1 miles from an existing livestock farm in Jefferson County or the surrounding counties of Dane, Dodge, Walworth and Waukesha which has up to 100 goats and/or sheep and/or cattle. She concluded by stating that Q-Fever has caused sickness and death in the Netherlands, there is not an immunization available in the United States to protect against Q-fever and requests that the Board of Health refer the proposed ordinance to the Jefferson County Board. J. Schroeder, Jefferson County Board Chair, stated that an ordinance is sponsored by a County Board member so it can be put on the County Board agenda. D. Williams, M.D., questioned the 6.1 mile radius

limitation in Section 1.5 (2) of the ordinance and reported to his knowledge, there are not many cases of Q-fever and questions the magnitude of the problem in Jefferson County. G. Scott, Director, reported there was one case of Q-fever in the last 10 years. B. Wehmeier, County Administrator, questioned the wording of Section 1.5 located on page 4 of the ordinance as (1) lists the intent to limit goats/sheep only but (2) lists “up to 100 goats and/or sheep and/or cattle”. Ms. Martin stated she may request that “cattle” be removed from the proposed ordinance. Correspondence from John Holevoet, identified as an attorney, regarding the proposed Public Health ordinance, sent by email to D. Schultz and E. Morse, was distributed and discussed.

**Public Comment:** Blane Paulson, Palmyra; Roger Zimmerman, Milford; Sue Marx, Jefferson; and LaVern Georgson, Jefferson County UW Extension; addressed the Board as non-supporters of the proposed ordinance. Kitty O’Meara, Jefferson, addressed the Board as a supporter of the proposed ordinance. At 1:40 p.m., M. Wiesmann, Chair, thanked the guests for their attendance.

### **Review of Health Department Financial Report**

- a. Review and Discussion of Income Statement:** G. Scott reviewed the September 2017 Statement of Revenue and Expenditure Report included in the meeting packet plus the additional handout of the more recent October 2017 report which shows an estimated deficit in the amount of (\$66,022.42). As grant revenue is maximized, the deficit will continue to grow and the budgeted reserve funding available in the amount of \$130,199 will be used at year-end to offset any deficit. *Motion by D. Schultz to approve the September and October 2017 Statement of Revenue and Expenditure Reports; second by Dr. D. Williams; motion carried unanimously.*
- b. Discussion of 2018 Budget:** G. Scott reported that the 2018 budget passed with no amendments. Discussion followed regarding decrease in grant funding each year; WIC decreased the Clerk position by 8 hours per week effective October 1, 2017; WIC Peer funding for 2017 has been held up at the State level, but will be released now that the signed contract process is completed. B. Wehmeier reported the Health Department Tax Levy was slightly increased in 2018 in preparation of ongoing decreased grant funding, future depletion of the department’s excess Reserve Fund Balance and the impact on Health Department budgets beginning with 2019. Although the Health Department is considered Non-Countywide Tax Levy, the County budget is still impacted.

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

G. Scott reviewed the handout included in the meeting packet from Jeff Larkin, Environmental Health Specialist. Fall kitchen inspections are completed; continued responses to hotel/restaurant complaints; Lead abatement issue in Watertown is still being followed. G. Scott reported that a mercury spill at a residence in Sullivan involved the Sullivan Fire Department, Jefferson County Health Department, Jefferson County Emergency Management, Rock River Free Clinic, State Department of Toxicology, Salvation Army (for hotel placement of residents), State Department of Health Services, Environmental Protection Agency responsible for the toxic clean-up that took over 10 days and an estimated \$ 70,000 in costs for which the homeowner was not held responsible. A small fire in a produce bunker at Rivers Edge Meat Market resulted in G. Scott and Holly Hisel making an onsite visit to direct which food items that may have been in contact with the dust from the fire extinguisher needed to be discarded.

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

- a. Recovery Action Team Training:** G. Scott reported on a training held for Jefferson and Walworth counties for a County Recovery Action Team.
- b. Recent Exercises:** G. Scott reviewed recent Preparedness exercises.

- c. **Meetings with UW-Whitewater:** G. Scott reported on a meeting held on November 28, 2017 regarding the exercise for a possible Meningitis B outbreak on campus and the use of PODS (Points of Dispensing). Discussion included timelines, questions and how barriers can be removed.
- d. **Update of Health Department Emergency Policy:** G. Scott reported on the updating of the Health Department Emergency Policy and a recent experience with the inability to get in touch with staff due to no cell phone signal at a school-based mass clinic. Staff discussed ways to assure communications during a mass clinic in a building with limited cell phone service.

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

- a. **Review of Statistics:** D. Nelson reviewed the statistic report included in the meeting packet. It was noted that almost 700 immunizations were given by the nursing staff in October; vision & hearing screenings were completed at non-public schools; a Town Hall meeting on alcohol use was held; networking and coalition building continues, the department has a “great group of nurses”. D. Nelson reported that WIC staff is providing marketing to clinics/providers due to a declining client caseload that affects WIC funding (this is a nationwide trend). Watertown Hospital was not aware of the process of making client referrals to the WIC program. Dr. D. Williams suggested using poster “tear-offs” that could be displayed in medical clinics. M. Wiesmann suggested promoting WIC on “mommy” and “breastfeeding” blog sites.
- b. **Review of Communicable Disease Cases Reported:** D. Nelson reviewed the report included in the meeting packet.
- c. **Parents as Teachers Program Update:** G. Scott reported that staff trainings under this grant have been completed and the program is being implemented by staff.
- d. **Signing of Appreciation Letters:** The Board of Health committee members signed 4 “Letters of Appreciation” for presentation to: Emi Reiner, RN – recipient of the “Warren LeMay Oral Health Champion of the Year Award” on October 3, 2017; Car Safety Seat Technicians - Mary Magnuson, RN, BSN, Nancy Schneider, RN, BSN and Vicki Gallardo, RDT, WIC Dietetic Technician for the “State Child Passenger Safety Program of the Year Award” at the Governor’s Conference on Highway Safety August 23, 2017.
- e. **Title X Grant Application (State):** G. Scott informed the Board that there is a possibility that States will apply for reproductive health funding in the future - which would require the Health Department to do more in this area for increased funding.
- f. **Invitation to Greater Watertown Community Health Foundation December 11<sup>th</sup> Summit - *Healthy Child, Thriving Communities – Tomorrow’s Workforce Develops Today*:** G. Scott reviewed the handout included in the meeting packet titled “Every Child Thrives”. On December 11, 2017, an event (open to business and community leaders) will be held at Turner Hall in Watertown. This is an increased effort to promote foundational development of children, develop a culture looking at parents to assure children are growing up to be healthy, productive citizens.

**Discussion of Health Department Monthly Report:** G. Scott reviewed the September 2017 report included in the meeting packet. It was reported that Mass School Immunization Clinics had an attendance decrease of approximately 50% from last year; the jail is still in need of a non-benefited, part-time, every-other-weekend nurse; Dr. D. Williams was a speaker at the Alcohol Town Hall meeting on November 14, 2017 at the Fort Healthcare auditorium.

**Discussion and Possible Action to Meet Quarterly in 2018 (February, May, August, November):** *Motion by J. McKenzie to schedule the 2018 Board of Health meetings quarterly on the third Wednesday of the month at*

*1:00 p.m. beginning in February 2018 - whereas special meetings may be scheduled should the need arise; second by D. Schultz; motion carried unanimously.*

**Adjourn:** *Motion to adjourn at 2:35 p.m. by J. McKenzie; second by D. Schultz.* Discussion continued after adjourning the meeting on the previously discussed agenda item regarding the Proposed Public Health Ordinance: County Board Chair Schroeder responded to Anita Martin's request to enact a Public Health Ordinance limiting goats and sheep by stating that the concerned citizens could request their County Board representative to introduce the proposed ordinance to the County Board. The County Board Chair would then assign it to a committee for further review or the proponents of the new ordinance could obtain the signatures of 5 County Board members to include it as a County Board Agenda item. It is not the proper procedure for the Board of Health to request that an ordinance proposed by a citizen be put on the County Board agenda. Due to the low number of Q fever cases (1 in the last 10 years); no action was taken by the Board of Health. (Ended 2:44 p.m.)

Respectfully submitted;  
Santee Schunk Clerical/Recorder