

as an agenda item at the next scheduled meeting. Planned Parenthood closed their clinic in Johnson Creek several years ago leaving a barrier for Jefferson County residents to obtain these services.

Review of Health Department Financial Report: Sandee Schunk reviewed the September 30, 2018 Statement of Revenue & Expenditures Report included in the meeting packet that shows an estimated deficit of \$104,248.13. The 2018 budgeted reserve funding available in the amount of \$154,545 will be used to offset any year-end deficit. *A motion was made by Nelan/Schultz to approve the financial report. The motion passed 5 – 0.*

Operational Update of the Environmental Health Program: Tyler Kubicek announced that he and Kaylie Wroblewski are now Registered Sanitarians. Tyler reported they have 43% of their inspections completed for the 7/1/2018 – 6/30/2019 period. Gail Scott commended the 3 Environmental Health staff for their dedication and teamwork.

Discussion of Public Health Preparedness Program

- a. **Recent Exercises and Meetings:** Gail Scott reviewed the Monthly Report included in the meeting packet that lists meetings and exercises.
- b. **PHEP Scholarship Applications:** Gail Scott reported that the State has offered scholarships for Health Department staff to attend Preparedness conferences such as WPHA/WALHDAB and the Governor’s Conference on Emergency Management. Staff applied for scholarships and Gail Scott applied for a scholarship for Donna Haugom to attend the Governor’s Conference.
- c. **PHEP Opioid Grant Application:** Gail Scott reviewed the grant information and application included in the meeting packet. Emi Reiner, Public Health RN and Gail Scott applied for the \$20,000 grant that will cover mass media educational campaigns, Opioid counter-measures and mitigation. The grant is expected to be awarded in December 2018.

Discussion of Public Health Program

- a. **Review of Statistics:** Diane Nelson reviewed the report included in the meeting packet. School based mass flu clinics (7) have been completed. Discussion followed on the State trying to decrease the amount of waivers issued to meet immunization compliance. WIC is at 93 – 94% of assigned caseload. WIC is participating in a statewide “Mom Strong” outreach program that has brought in 13 new WIC clients. Tania Wenzel, Jail RN resigned last week and Diane Lenz, Jail LPN, will be retiring in January. Open positions have been posted on the County website and in local newspapers.
- b. **Review of Communicable Disease Cases Reported:** Diane Nelson reviewed the information included in the meeting packet and reported that it takes a lot of RN time following up on all possible or confirmed cases.
- c. **Amend Appointment of Dr. Williams from “Medical Director” to “Medical Advisor”:** Gail Scott reported that Dr. William’s title needs to be corrected per State guidelines. *A motion was made by Nelan/LaMuro to appoint Donald Williams, M.D. as the Jefferson County Health Department Medical Advisor. The motion passed 5 – 0.*
- d. **140 Review (November 29, 2018 – 9:00 a.m. to Noon at the Health Department):** Gail Scott reported this is a required State review that is completed every 5 years for the Health Department to be designated as Level I, Level II or Level III. Board of Health members are invited to attend if possible. The Health Department hopes to retain a Level II designation which must have a minimum of 7 programs and meet all the criteria for a Level I Health Department. Health Department staff will be presenting on 10 programs during the review process.
- e. **Community Dental Clinic and Rock River Free Clinic Updates:** Gail Scott reported that the Community Dental Clinic may become a satellite clinic under Access Community Health Centers in Madison in the future. No update on Rock River Free Clinic.
- f. **Discuss Farm Progress Days Participation:** Gail Scott reported that this event will be held in mid-July 2019 near Watertown. UW Extension Office has asked that Public Health participate with educational information on car seat safety, the Talk-Read-Play program and Drug Free Coalition. Committee members should let Gail know if they have any requests or input for this community event.

Discussion of Health Department Monthly Report: Gail Scott reviewed the monthly reports included in the meeting packet.

Future Agenda Items: Gail Scott requests any requested agenda items for the next meeting be e-mailed to her.

Adjourn: *A motion was made by Nelan/LaMuro to adjourn the meeting at 2:40 p.m. The motion passed 5 – 0.*

Next Scheduled Meetings: Wednesday – January 16, April 17, July 17, October 16, 2019.

Minutes prepared by: Sandee Schunk, Accountant II/Recorder, Jefferson County Health Department