



Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549
920-674-7275 (Phone) ♦ 920-674-7477 (FAX)
www.jeffersoncountywi.gov



Jefferson County Board of Health Minutes October 20, 2021 Zoom meeting or Room 205 at Jefferson County Courthouse

Board Members

Kirk Lund, Chair; Dick Schultz, Vice-Chair; Maria Dabel, Secretary; Samantha LaMuro, R.T.; Don Williams, M.D.

1. **Call to Order:** Meeting was called to order by Lund at 1:00 p.m.
2. **Roll Call (establish a quorum):**
Board of Health Members Present: Kirk Lund, Chair (via Zoom); Dick Schultz, Vice-Chair; Maria Dabel, Secretary; Sam LaMuro, R.T.; Don Williams, M.D. **Quorum established per Scott.**
Others Present: Gail Scott, Director (via Zoom); Elizabeth Chilsen, Public Health Program Manager (via Zoom); Sandee Schunk, Recorder; Michele Schmidt, Administrative Assistant II; Samroz Jakvani, Epidemiologist (via Zoom); Tyler Kubicek, Environmental Health Specialist (via Zoom); Ben Wehmeier, County Administrator; Blair Ward, Corporation Counsel; Terri Palm, HR Director (via Zoom). Guests: Anita Martin; Supervisor Amy Rinard (via Zoom); Supervisor James Braugher (via Zoom); Mary Klein (via Zoom); Janet Foust, Ixonia; Lisa Fox, Helenville; Jan Johnstone, Jefferson; AJ Roedl, Lake Mills; Dyan Pasono, Ixonia; Nicci Gero, Lake Mills; Ashley Smith, Jefferson; Ed Cohen, Village of Summit; Kari Johnson (via Zoom); Cheryl Metcalf (via Zoom); Jeni Ebert (via Zoom); Tabitha (via Zoom); Niki (via Zoom); Whitney Devoes (via Zoom); Jennifer (via Zoom); Guest (via Zoom); Galaxy Tab A (via Zoom). Note: Other guests arrived while the meeting was in session and did not sign in.
3. **Certification of Compliance with the Open Meetings Law:** Ward certified compliance with the Open Meetings Law.
4. **Approval of the Agenda:** *Motion by Schultz/Williams to move Agenda Item # 12 to after Agenda Item #7. Motion passed 5-0.*
5. **Approval of Board of Health Minutes for July 21, 2021 Meeting:** *Motion by Schultz/LaMuro to approve the minutes as written. Motion passed 5-0.*
6. **Communications:** Scott reviewed the letter from State of Wisconsin Department of Health Services included in the meeting packet regarding the retirement and replacement of Gail Scott, Director/Health Officer in January 2022.
7. **Public Comment:** 5 guests provided comments on Agenda Item #10 "Update on COVID-19 Pandemic". 3 guests provided comments on Agenda Item #12a "Discussion of Concentrated Animal Feeding Operations (CAFOs)".
12. **Operational Update of the Environmental Health Program** (No report from Environmental Health staff.)
 - a. **Discussion of Concentrated Animal Feeding Operations (CAFOs):** Lund reviewed the materials included in the meeting packet and asked that discussion follow regarding Public Health's role in CAFOs. Discussion followed that regulations of CAFOs are a State Legislature issue. The Board of Health has no authority over this, as local control does not exist. It was decided to draft a letter at a future Board of Health meeting to those responsible at the DNR and State level regarding the waste management issues of CAFOs and concerns of citizens regarding the lack of oversight of CAFOs. Scott stated she will contact Health Officers at Rock and Green County Health Departments to request a template of letters/resolutions they have used in the past.
8. **Review of Health Department Financial Report:** Schunk reviewed the "August 2021 Statement of Revenue & Expense Report" included in the meeting packet. Scott reviewed the handout included in the meeting packet that shows new funding in the amount of \$884,900. *Motion by Williams/LaMuro to approve the financial report. Motion passed 5-0.*
9. **Health Department Strategic Plan Discussion:** Scott reported that input will be requested from Board of Health members and stakeholders in a survey for ways to rebuild Health Department services and programs. An internal plan is being worked on.
10. **Update on COVID-19 Pandemic:** Scott reported the latest data is included in the meeting packet and Jakvani reviewed the "COVID-19 Data Reports" for March 2020 – October 15, 2021. Those with questions may contact Jakvani directly via email outside of this meeting.
11. **Discussion of the Public Health Program**
 - a. **Review of Statistics:** Scott reviewed the handouts "Vaccine Usage Reports" included in the meeting packet.
 - b. **Review of Communicable Disease Cases Reported:** Scott reviewed the report included in the meeting packet. Scott reported that the National Guard will be increasing COVID testing with the location to be determined. Scott reported that COVID vaccinations are given at the Health Department by appointment only. Scott reported that Tuberculosis (TB) cases are up.
 - c. **Staffing Update Health Department:**
 - i. **New Position – Licensed Practical Nurse:** Scott reported on a partnership with Jefferson County Human Services to hire and share an LPN to work with Mental Health nursing and provide Health Department clinic duties. The position is budgeted in 2022.

- ii. **Upcoming Retirements:** Scott reported that she will be retiring on 01/21/2022 with 40 years working at the Health Department and Schunk will be retiring on 01/14/2022 with 32.5 years at the department. Wehmeier reported that a transition plan and the process to replace Scott's position will be shared with the Board of Health in the near future. Lund thanked both staff members for their years of service.
- 13. **Discussion of the Public Health Preparedness Program:** Scott reported involvement in the South Central Wisconsin Healthcare Emergency Readiness Coalition. Scott reported that an exercise on recovery - working with EMS, hospitals, Public Health, Emergency Management and medical providers to find regional needs regarding staffing issues at Long Term Care Facilities and medical facilities. There is a State program that facilities can contact to receive staffing assistance with the State funding 40% of the cost and the facility the other 60%. The first day this program was released...193 requests for assistance were filed. Scott reported that a Public Health Preparedness exercise is providing school-based mass immunization clinics for children to receive flu and childhood vaccines free of charge. No COVID vaccinations will be given at the school clinics. An "after-action" report will be completed after this exercise is completed.
- 14. **Future Agenda Items:** Schultz requested Scott report back with information about the CAFO templates for letters/resolutions received from Rock and Green County. Scott reported that she will attempt to contact those counties and pass the information received on to the new Health Department Director.
- 15. **Adjourn:** *Motion by Williams/Dabel to adjourn meeting at 2:32 p.m. Motion passed 5-0.*

Next Scheduled Meetings: Wednesday – January 19, 2022.

Minutes prepared by: Sandee Schunk Accountant II, Jefferson County Health Department and reviewed by Gail Scott, Director/Health Officer.