



**Jefferson County Health Department**  
1541 Annex Road, Jefferson, WI 53549  
920-674-7275

**Jefferson County Board of Health Minutes**  
July 17, 2024  
Jefferson County Courthouse  
311 S. Center Avenue, Room C1021  
Jefferson, WI 53549  
or Zoom Meeting

**Board Members**

**Samantha LaMuro, R.T, Chair; Meg Turville-Heitz, Vice-Chair; Steve Nass;  
Jessica Coburn, RN, PhD; Donald Williams, MD**

1. **Call to Order:** Meeting was called to order by Wehmeier at 1:04 p.m.
2. **Roll Call (establish a quorum):**  
Board of Health Members Present: Samantha LaMuro, R.T.; Meg Turville-Heitz; Steve Nass; Jessica Coburn, RN, PhD (came after roll call); Donald Williams, M.D. **Quorum established per Wehmeier.**  
Others Present: Elizabeth McGeary, Director; Kendell Cooper, Public Health Program Manager; Ben Wehmeier, County Administrator; Michele Schmidt, Recorder; Holly Hisel, Environmental Health (via zoom); Patricia Cicero, Land and Water Conservation Director.  
Guest: Anita Martin.
3. **Certification of Compliance with the Open Meetings Law:** Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the Agenda:** No changes to the Agenda were requested. Motion by Nass/Turville-Heitz to approve the Agenda. Motion passed 4-0.
5. **Election of Officers – Chair and Vice-Chair:** Motion by Nass/Williams to appoint LaMuro as Chair. LaMuro accepted. Motion passed 4-0. Motion by Nass/Williams to appoint Turville-Heitz as Vice Chair. Turville-Heitz accepted. Motion passed 4-0.
6. **Approval of Board of Health Meeting Minutes April 17<sup>th</sup>, 2024:** Motion by Nass/Turville-Heitz to approve the minutes as printed. Motion passed 4-0.
7. **Communications**
  - a. CDC Health Alert Network: 0510-06/13/2024 Increased Risk of Dengue Virus Infections in the United States – McGeary discussed.
  - b. CDC Health Alert Network: 0509-06/12/2024 Severe Illness Potentially Associated with Consuming Diamond Shruumz TM Brand Chocolate Bars, Cones, and Gummies – McGeary discussed.

- c. CDC Health Alert Network: 0508-05/20/2024 Meningococcal Disease Cases Linked to Travel to the Kingdom of Saudi Arabia (KSA): Ensure Pilgrims are Current on Meningococcal Vaccination - McGeary discussed.
  - d. CDC Health Alert Network: 0507-04/23/2024 Adverse Effects Linked to Counterfeit or Mishandled Botulinum Toxin Injections – McGeary discussed.
- 8. **Public Comment:** 1 guest spoke on Agenda #14.
- 9. **Approval of Health Department Financial Report:** Schmidt reviewed the “May 2024 Statement of Revenue & Expense Report”. Motion by Williams/Nass to approve the financial report. Motion passed 5-0.
- 10. **Discussion and Approval of \$40,000.00 Immunization Grant:** McGeary discussed the Grant. This will assist the Health Department with revenue to bring the LPN to the Health Department full time instead of sharing the position with Human Services. Motion by Nass/Williams to approve the Immunization Grant. Motion passed 5-0.
- 11. **Discussion and Approval of \$9009.00 WI WINS Grant:** McGeary discussed the Grant and the Health Department will serve as fiscal agent for Dodge and Jefferson Counties. Motion by Nass/Turville-Heitz to approve the WI WINS Grant. Motion passed 5-0.
- 12. **Discussion and Approval of \$500.00 in restriction donations for Safe Sleep Program:** McGeary discussed the Kiwanis Club of Jefferson donation for the Safe Sleep Program. Motion by Williams/Turville-Heitz to approve the restricted donation. Motion passed 5-0.
- 13. **Operational Update of the Environmental Health Program:** Hisel reported end of year inspections. Hisel reported that the Jefferson County Fair inspections went well. Hisel reported on a pool incident that happened over the weekend.
- 14. **Discussion on Nitrate Screening Data Collection:** McGeary discussed the data that has been collected. Cicero discussed how the collection of data works. Cicero reported that she is waiting for the ground water study report to come. Nitrate Screening Data collection continues as is.
- 15. **Operational Update of the Public Health Divisions**
  - a. Public Health Program Manager – Kendell Cooper – McGeary introduced Cooper as the new Public Health Manager. Bender retired.
  - b. Full Time – Licensed Practitioner Nurse – McGeary discussed.
  - c. Vacant Position – Communicable Disease Nurse – McGeary reported that so far 7 candidates have applied. Interviews have begun.
  - d. Divisional Updates - McGeary provided updates.
  - e. Review of Statistics – McGeary reviewed.
  - f. Review of Communicable Disease Cases Reported – Cooper discussed the communicable disease report.
- 16. **Operational Update on the Strategic Plan:** McGeary provided updates on each of the priority areas within the strategic plan.
- 17. **Discussion and Approval of the 2023 Annual Report:** McGeary discussed the Report. McGeary discussed the addition to page 26. Motion by Turville-Heitz/Williams to approve the 2023 Annual Report with the changes to the Environmental Health. Motion passed 5-0.
- 18. **Future Agenda Items:** No future Agenda items were requested at this time.

**19. Adjourn:** Motion by Nass/Turville-Heitz to adjourn the meeting at 2:19 p.m. Motion passed 5-0.

**Next Scheduled Meeting: October 16th, 2024**

*Minutes prepared by: Michele Schmidt, Accountant II, Jefferson County Health Department and reviewed by Elizabeth McGeary, Director/Health Officer.*

