

Jefferson County Health Department
N3995 Annex Road
Jefferson, WI. 53549
Jefferson County Board of Health Minutes
February 20, 2008 – 9:00 a.m.

Members Present: George Jaeckel, Julie Nelson, Dr. Don Williams, Lloyd Zastrow

Members Absent: Robert DeWolfe

Others Present: Sharon Schmeling, Jim Mode

Staff Present: Gail Scott, Ann Lynch, Tim Anderson, Barbara Dehnert, Sandee Schunk

Staff Absent: Linda Langholff

Call to Order: The meeting was called to order by L. Zastrow at 9:00 a.m.

Roll Call: Quorum established

Certification of Compliance with the Open Meetings Law: Meeting was properly noticed.

Approval of Agenda: Motion by G. Jaeckel to approve the agenda; second by J. Nelson.
Motion carried.

Approval of January 16, 2008 Board Meeting Minutes: Motion by J. Nelson to approve minutes; second by G. Jaeckel. Motion carried.

Citizens Comments: Jim Mode is present to answer any questions regarding issues with the Jefferson County Human Services Board.

Financial Report:

2007 “Statement of Revenues & Expenditure” report was disbursed. B. Dehnert reported a \$233,000.00 carryover into 2008. Excess revenue comes from Personal Care Program earnings for billing services. B. Dehnert reported on projections for 2009 when the Personal Care Program revenue goes to Managed Care Organizations (M.C.O.’s) instead of the Health Department. The projected \$158,000.00 for contracting out eight RNs can be applied to the tax levy. Tax levy for 2008 = \$356,000.00 with a Health Department budget of \$1,400,000.00. Approximately \$579,000.00 is received from grants and fee-for-service. B. Dehnert reported in 2010, the Public Health Program will be on tax rolls minus contracted revenues from M.C.O.’s and grant funds. B. Dehnert reported that the Home Health Program lost \$201,000.00 in 2007. The Home Health Program needs tax support if it is to continue.

G. Scott reported that most Local County Health Departments are supported solely by grants and tax levy. The Health Department’s history of lowering the tax levy was discussed with County Administrator, G. Petre. B. Dehnert reported that the Health Department has paid infrastructure costs for other departments such as carpeting in the Health and Human Services building, back-up generator in the lower level of the Health Department, back-up server for MIS and funds to purchase equipment for Jefferson County Emergency Management.

B. Dehnert reported currently the Health Department retains 15% of Personal Care Program Medicaid revenue for billing services. B. Dehnert reported that the county Finance Committee has been asked over the past three years to consider setting up a “reserve account” due to pending Long Term Care Reform but this was not done. G. Scott reported the possible reduction in staff due to the loss of Long Term Care Programs. B. Dehnert reported that the incoming M.C.O.’s may contract with Jefferson County Health Department for scheduling and handling client issues. There are many “unknowns” that makes financial and staff planning for the next one and a half years a challenge.

B. Dehnert reported that the Personal Care Program Medicaid reimbursement brought in \$5,000,000.00 in 2007 and this will create a huge shortfall for Jefferson County Health

Department and Jefferson County Human Services. The Staffing Agencies are also concerned about the impact on their business.

G. Scott reported the Health Department will be financially sound for 2008 and 2009 due to the carryover funds and the phasing in of the M.C.O.'s not beginning until September 2008 which should allow a carryover of funds into 2009. S. Schmeling discussed possible legislative allowance regarding caps on tax levy.

G. Scott reported conversations she has had with Secretary Haden at the Department of Health and Family Services and the Regional Public Health office regarding the negative impact Long Term Care Reform will have for the Jefferson County Health Dept.

Program Updates:

Environmental Health:

T. Anderson reported that 744 agent inspections (hotels, restaurants, camp grounds, etc.) and 370 transient well inspections (taverns, parks, etc.) were completed in 2007. Beach samples were also obtained for 3 months. T. Anderson reported that 600 free Radon testing kits have been given out in January and February with 10% of tests having high levels that required follow-up. There are approximately 70 kits remaining. T. Anderson reported that there were 113 written complaints filed in 2007 with 248 contacts made including inspections, telephone calls and letters. T. Anderson reported the Asbestos contract budget was decreased with 13 inspections completed in 2007.

T. Anderson reported that the Agent Program has produced two newsletters regarding education for temporary food stands and contamination problems for swimming pools. S. Schmeling questioned if church kitchen inspections are performed. T. Anderson reported that 6 churches in Jefferson County are licensed and are inspected annually. Church meals for weddings, funerals, potlucks, etc. are exempt due to non-profit status. Church kitchens only need to be licensed if they charge the general public for more than 3 meals per year.

Dr. D. Williams questioned if the "Exotic Pet Ordinance" for Jefferson County had advanced. T. Anderson reported this has been set aside at this time as there are many issues to resolve with zoning guidelines. G. Scott reported the environmental health license fees are tabled until the State sets their fees.

Public Health Preparedness:

G. Scott reported the South-Central Wisconsin Public Health Consortium Coordinator has been working at the Health Department part time with supervision provided by G. Scott. She coordinates all grant activity for Green, Rock, Dane, Dodge and Jefferson Counties and the City of Watertown. Madison/Dane County Public Health Department remains the fiscal agent for the grant. The Jefferson County Health Department will be paid \$300 - \$400 per month for the supervision.

G. Scott reported a successful table-top exercise for a mock collapse of the roof over the mechanical room was conducted on 02/18/08 at Countryside Nursing Home. The exercise included participation from the Fire Department, Police Department, Nursing Home staff, Health Department staff, Preparedness coordinators and County Administrator. Countryside Home has a good plan in place and demonstrated readiness to respond to emergencies.

G. Scott reported that \$42,000.00 will be carried over from 2007 with funds to be spent in 2008. These carry over funds will be used to assist Jefferson County Emergency Management purchase cots for Countryside Nursing Home; communication equipment for emergencies; weather radios to municipal pools, etc.

Dr. D. Williams questioned if a large auto accident, snowstorm traffic jam or university shooting happened in Jefferson County would the Jefferson County Health Department become involved in the emergency response. G. Scott reported that the Health Department would have responded to the Emergency Operations Center and would have assessed the health and safety of the people stranded in their cars if they had access to them. Jefferson County Human Services would have assisted in mental health support to the university. Emergency plans are in place if called to respond. The Health Department was on standby for the Jones Dairy Farm fire in case of evacuation. The Sheriff's Department has the "24/7 calling tree" cards for the Health Department in case of an emergency and need to contact the Health Department. Health Dept. Management and staff are trained in emergency response and communications.

Public Health – Review of Statistics/Communicable Disease Cases Reported:

A. Lynch reported that six applications were received for occasional part time LPN/Public Health Technician pool. Three of the applicants were offered positions and will provide coverage at the jail on weekends. The current jail LPN will no longer work weekends which will save the Sheriff's Department overtime pay.

A. Lynch reported that four applications were received for the Public Health RN position and a candidate was recommended for hiring to the Human Resources Dept. with employment to begin by early March.

A. Lynch reviewed the statistics of communicable disease for December 2007 and January 2008. Dr. D. Williams reported an increase of influenza and Beta Strep cases in the past few weeks.

A new locally based charting computer program will track statistics in 2008. The new charting program will have the ability to pull reports/graphs and provide a better tracking system for home visits, telephone contacts and communicable disease reporting.

Long Term Care – Review of Statistics:

G. Scott reported an increase in Long Term Care Program visits for 2007. A Long Term Care Registered Nurse being on medical leave since August 2007. She has been granted extended leave until September 2008 per M.D. orders. Another Long Term Care Registered Nurse is on medical leave following an auto accident and a fall. G. Scott reported that CNA's will be used for Personal Care Program housekeeping supervisory visits when training is completed. G. Scott reported occasional part-time RN positions are available if needed.

Old Business:

NACO Prescription Drug Discount Program

G. Scott reported the program is going well. Per an on-line report, \$2,400.00 has been saved by Jefferson County residents to date. Public Health RNs distributed the cards throughout the county. G. Scott reported that a drug store in Waterloo has pulled out of the program. G. Scott reported the Health Department has received calls from the public regarding the discount cards. J. Nelson reported she took the cards to the Fort Atkinson Memorial Hospital and disbursed them in different areas of the hospital.

New Business:

Discussion and Decision on Contracting Health Department Long Term Care Registered Nurses to Managed Care Organizations:

Discussion followed regarding the pros and cons of contracting with the MCOs to provide Long Term Care Registered Nurses. A motion was made by Dr. D. Williams, seconded by G. Jaeckel, to contract the Long Term Care Registered Nurse positions with the MCOs with an expected revenue of \$158,000. Motion carried by common consent.

Health Department Space Planning and Potential Location of Managed Care Organizations in the Human Services/Health Building Complex:

G. Scott met with T. Schleitwiler and G. Petre regarding the two MCOs locating in the Health and Human Services Complex. Each of the M.C.O.'s would like to locate a team of four RNs, eight Social Workers and clerical staff in one shared area. Areas under consideration include the lower level conference room and the upper level conference room and two offices. It is unknown at this time what revenue will be obtained from the M.C.O.'s for the rent of the space.

Dr. D. Williams questioned if there were other options at a county building such as the cubicle building at the old Countryside Nursing Home site. T. Anderson reported those buildings are currently owned by the bank and asbestos removal issues are being investigated.

Dr. D. Williams requests more information regarding financial numbers and space issues before any decisions are made.

S. Schmeling questioned when the space issue had to be decided. G. Scott reported that the MCOs need a decision by June 2008. G. Scott will report on locating the MCOs in the Health and Human Services Complex to this committee after a meeting in early March with the MCOs and Tom Schleitwiler.

Administration and Rules Committee Recommendation for Reorganization of Board of Health to Subcommittee of Human Services Board:

G. Scott reported that the Health Department offers many different programs and services than just Long Term Care and thinks the two departments do not have enough in common to become a sub-committee to the Human Services Board.

S. Schmeling reported the County Rules Committee looks at reorganization of Boards every two years. The Board of Health as a subcommittee of the Human Services Board may save some committee structure. J. Mode reported the recommended reorganization of the two Boards is to keep down costs and decrease number of County Board members. State statutes require a minimum of 7 and maximum of 15 members on the Human Services Board. S. Schmeling reported that in 2010 the County Board may decrease the number of supervisors. J. Nelson suggested keeping the Board of Health status as it is now, and offering to send a liaison to the Human Services Board meetings when addressing common issues. G. Scott reported the Board of Health has reduced its members from 7 to 5 and meets every other month in efforts to save the county money. The current Board has 2 County Board members, down from 4, and 3 citizen members.

Dr. D. Williams stated there may be some overlap of services but he does not think the Human Services Department has a strong connection to all of the Public Health/Environmental services Jefferson County Health Department provides.

A motion was made by Dr. D. Williams, seconded by J. Nelson, not to make the Board of Health a subcommittee of the Human Services Board. Motion carried by common consent.

Next Meeting Date/Time:

Wednesday, April 16, 2008 at 9:00 a.m.

(Should a meeting be needed earlier due to department space issues it would be held on Wednesday, March 19, 2008 at 9:00 a.m.)

Adjournment:

L. Zastrow thanked S. Schmeling and J. Mode for being present at this meeting.

Motion by J. Nelson to adjourn at 10:32 a.m.; second by G. Jaeckel. Motion carried by common consent.

Respectfully submitted,

Sandee Schunk
Recorder