



Jefferson County Health Department

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

www.jeffersoncountywi.gov

Agenda

Jefferson County Board of Health
1541 Annex Road, Jefferson, WI 53549
Health Department Conference Room
March 20, 2013
1 p.m.

Board Members

Ed Morse, Chair, Dick Schultz, Vice-Chair, Marie Wiesmann, RN, BSN, Secretary
John McKenzie, Don Williams, MD

1. Call to order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approval of January 16, 2013 and March 6, 2013 Board Meeting Minutes
7. Communications
8. Financial Report
 - a. Income Statement
9. Early Intervention for Prevention of Lead Poisoning – Doris Ellison and Diane Nelson
10. Operational Update of the Environmental Health Program
11. Public Health Preparedness
 - a. Capabilities Assessment and Training
 - b. 2013 Exercise
12. Public Health Program and Review of Statistics
 - a. Communicable Disease Cases Reported
 - b. Bureau of Transportation Car Safety Seat Grant
 - c. Interstate Postgraduate Medical Association Immunization Grant
 - d. Infrastructure Mini-Grant
13. Personal Care Program and Review of Statistics
14. Director's Report
 - a. Included in Packet
15. Status of Rock River Free Clinic and Community Dental Clinic
16. Next Meeting Date/Time/Agenda Items: May 8, July 17, September 18, November 20, 2013
17. Adjourn

The Board may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

Jefferson County Board of Health
Meeting Minutes – Wednesday, January 16, 2013
Jefferson County Health Department Conference Room
1541 Annex Road Jefferson, WI. 53549

#6

Call to Order

E. Morse called the meeting to order at 1:06 p.m.

Roll Call/Establishment of a Quorum

Quorum established.

Board Members Present: Ed Morse, Chair; Dick Schultz, Vice-Chair; John McKenzie; Dr. Don Williams

Board Member Absent: Marie Wiesmann

Staff Present: Gail Scott, Director; Diane Nelson, Public Health Program Manager; Marc Schultz, Environmental Specialist; Sandee Schunk, Clerical/Recorder

Guest Present: John Molinaro, County Board Chairman

Certification of Compliance with Open Meeting Law

Meeting was properly noticed.

Review of the Agenda No changes requested.

Public Comment None

Approval of September 19, 2012 Board Meeting Minutes

Motion made by D. Schultz to approve the minutes as written; second by J. McKenzie; motion carried.

Communications None

Financial Report

Income Statement

G. Scott reviewed the "Statement of Revenue and Expenditure Report" for 01/01/12 – 11/30/12.

G. Scott reported the WIC grant for 2012 may have a minimal amount of funding not spent. Final expenses had not posted to date.

J. Molinaro discussed the County is to standardize the receipt of donations. G. Scott explained that donations received for the installation of new car seats are used to purchase more car seats.

Motion made by Dr. D. Williams to approve the financial report; second by D. Schultz; motion carried.

Operational Update of the Environmental Health Program

M. Schultz reported they have been busy working with the recall of 2,500 pounds of raw ground beef sold at Glenn's Market in Watertown. There were three reported cases of E-coli from raw burger consumed between 12/22/12 and 01/04/13 and sold out of the retail case at the market. No hospitalizations were reported. The USDA was conducting an inspection with an ongoing investigation.

G. Scott reported on a complaint in the Hubbleton/Waterloo area regarding a building that was reported to be unsafe with risk of collapse and black mold present. It was to be followed up on by Phil Ristow of Corporate Counsel and referred to the appropriate municipality.

M. Schultz reported they have been busy with annual inspections; education on radon gas during “Radon Action Month”; free radon kits are given out at the Jefferson County and Watertown Health Departments while supplies last.

Public Health Preparedness

Capabilities Assessment and Training

G. Scott reported that the capabilities assessment has been completed.

G. Scott reported that the Health Department is currently working on training in communication plans and emergency operations.

G. Scott reported that most Health Department staff went to E-Sponder training in Madison or Franklin. The trainer will come to the Health Department to set up the use of the E-Sponder system in the future. This system allows authorized users to log into an event via internet for communication during an emergency with a secure log in.

2012 Exercise

G. Scott reported the 2012 Preparedness exercise was completed with the Dodge County and the City of Watertown at the Dodge County Emergency Operations Center (EOC) in Juneau with functional exercise for a mock Anthrax release.

Participants practiced assessing antibiotic needs of “paper” clients coming through the clinic with through-put time recorded.

G. Scott reported she attended a waste water treatment plant exercise in Fort Atkinson with M. Schultz and H. Hisel. The exercise was based on a mock fire at the old Highsmith building which caused a water main break in front of the Fort Memorial Hospital. Multiple fire departments, the DNR, police and Fort City Utility workers were present.

G. Scott reported that in May 2013, a regional communication exercise (SIMCOM) will be held at the Jefferson County Fair Park.

Public Health Program and Review of Statistics

Communicable Disease Cases Reported

D. Nelson reported that statewide there were 6,200 reported cases of Pertussis as confirmed/probable with 50 cases in Jefferson County.

Dr. D. Williams reported that the Tdap (Tetanus, Diphtheria and Pertussis) vaccine efficacy is being questioned as the newer vaccine does not seem to have the immunity as long and it is possible the Tdap may have to be given more frequently. It has been reported that many of the Pertussis cases were in people that had been immunized in the past.

G. Scott reported more education needs to be done on the need for Tdap immunizations.

D. Nelson reported flu outbreaks have been reported in senior facilities in Jefferson County. The current flu vaccine is reported to be 60% effective with only 30% of the general public being vaccinated. Confirmed cases of Influenza A were being reported earlier this year in comparison to past years.

Bureau of Transportation Car Safety Seat Grant

G. Scott reported that a \$4,000 WI. Department of Transportation Bureau of Transportation Safety (BOTS) was received for 2013.

Dr. D. Williams requests that the area hospitals be made aware of the car seat availability for families that qualify for a free car seat.

D. Nelson reported that Molina HealthCare Insurance Company donated 20 portable cribs for the “Cribs for Kids” safe sleep environment campaign. The Child Death Review Team (CDRT) has reviewed cases of unsafe sleep related deaths.

Interstate Postgraduate Medical Association Immunization Grant

G. Scott reported the \$15,000 grant was received and will be used to fund the Immunization Symposium scheduled on January 29, 2013 at the Central Coast Restaurant in Fort Atkinson. Dr. Gregory Poland, a well known expert on immunizations from the Mayo Clinic will be the guest speaker.

G. Scott reported that an additional grant has been applied for to promote adult immunizations for Tdap; HPV; Influenza; Shingles, etc.

Infrastructure Mini-Grant

G. Scott reported on a \$5,000 grant that was applied for through the Center for Disease Control (CDC) and Prevention. The grant will be used to update policy and procedures with one quality improvement plan for accreditation. Human Resources will provide customer service training for County employees.

G. Scott also reported that a \$105,000 grant through the Susan G. Komen Fund was applied for with Fort HealthCare as the fiscal agent. Fort HealthCare will match the costs by accepting the Medicare reimbursement rate for breast cancer screenings provided. A coordinator would be hired to increase breast cancer education, screenings, diagnostics and treatment. The grant was applied for last year but was not awarded but the Health Department and Fort HealthCare were encouraged to submit another proposal. The grant recipients will be announced in March 2013.

Personal Care Program and Review of Statistics

G. Scott reviewed the statistical hand out in the packets.

Bad Debt Report

G. Scott requested that the Board consider the approval of adjusting two delinquent accounts (\$1,887.00 and \$340.00) off the Personal Care Program patient ledgers as bad debts. Both private pay accounts have carried the balances since 2010. Phil Ristow, Corporation Counsel, was involved in attempts to collect the larger account. Should payments be received in the future, they can still be posted to the accounts and the adjustment reversed. *Motion by D. Schultz to authorize the Accounts Receivable adjustments as requested; second by Dr. D. Williams; motion carried.*

Director's Report

G. Scott reported her Director's report can be reviewed in the packet.

Report on Building Safety & Alerting System

G. Scott reported that the building safety and alerting system (WAVE) is installed and activated in the Human Services/Health Department/Lueder Haus buildings. Alert buttons are being set up in various rooms in the buildings. Should the alert be activated, staff will be notified by a cell phone text and/or e-mail. The alert will also go to 911 Dispatch and the Jefferson Police Department. Keypad locks are being placed on doors with more doors locked to the general public. Some doors will have employee card swipe access. Last Friday, a situation escalated at the Lueder Haus and the alerting system was activated by an employee. The system does not have an "all clear" function at this time to notify staff that the area is deemed safe to return to. This function will be worked on.

Status of Rock River Free Clinic and Community Dental Clinic

G. Scott reported the Free Clinic has a Board meeting scheduled tomorrow (January 17, 2013).

G. Scott has been asked to write a grant to the United Way on behalf of the Free Clinic.

G. Scott reported that the full time dentist may be leaving the Community Dental Clinic. The clinic is not taking appointments at this time until they know the status of the paid dentist position. Patients are currently booked out 2 – 3 months. Dr. Turley has volunteered to work 2 days per week and other dentist volunteers will help out as needed.

G. Scott reported she has completed the 2012 annual report for the community Dental Clinic. During 2012, 5,000 patients were served with over 14,000 dental procedures. Patients are screened to meet a financial guideline or present an active Medicaid card.

Next Meeting Date/Time/Agenda Items: March 20; May 8; July 17; September 18; November 20, 2013.

Next meeting will be held on Wednesday, March 20, 2013 at 1:00 p.m. in the Health Department Conference Room.

Adjourn

D. Schultz motioned to adjourn at 2:12 p.m.; second by J. McKenzie; motion carried.

Respectfully submitted;
Sande Schunk - Recorder

#6

**Jefferson County Board of Health – Special Meeting
Meeting Minutes – Wednesday, March 6, 2013
Jefferson County Health Department Conference Room
1541 Annex Road Jefferson, WI. 53549**

Call to Order

E. Morse, Chair, called the meeting to order at 3:00 p.m.

Roll Call/Establishment of a Quorum

Quorum established.

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

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

Guests Present: Gary Petre, County Administrator; John Molinaro, County Board Chairman; Dennis Heling, Jefferson County Economic Development Consortium Executive Director; Gregg Silberg, D.O. WCOM; Janet Werner Rock River Free Clinic Board Chair; Lydia Statz, Daily Union Reporter

Certification of Compliance with the Open Meetings Law

Meeting was properly noticed.

Review of the Agenda

No changes requested.

Public Comment

None

Wisconsin College of Osteopathic Medicine Site in Jefferson

Gregg Silberg, D.O., Executive Vice President and Dean of WCOM (Wisconsin College of Osteopathic Medicine) gave a verbal presentation on the development of an Osteopathic College on the former St. Coletta property known as “Sanctuary Ridge”. The Jefferson area was chosen due to the location between Madison and Milwaukee; access to airports and freeways; being a rural and medically under-served area; goal to improve access to healthcare and decrease the cost of healthcare. The proposed college has received support from the City of Jefferson; the Jefferson County Economic Development Consortium and Jefferson County Human Services. The college will work with local hospitals; emergency services such as EMS and Fire Departments; Public Health; will create approximately 100 jobs in the community and have an estimated \$65,000,000 economic impact directly and indirectly in Jefferson County. Questions were asked by Board of Health members regarding community partnerships; funding; history of other Osteopathic colleges nationwide; demands on local government or the private sector; possible impact on local hospitals; assistance with the Rock River Free Clinic; if County and State financial support will be required; if a feasibility study completed; if a Board of Directors in place, etc. All questions were answered by the presenter.

Consider County Board resolution to support Wisconsin College of Osteopathic Medicine in Jefferson

G. Scott passed out a proposed resolution to support the college.

J. Molinaro noted that the resolution may be amended to include the support of Jefferson County Human Services and Jefferson County Economic Development into one document.

Motion by D. Schultz to support the Wisconsin College of Osteopathic Medicine developing a medical school in Jefferson; second by M. Weismann; Don Williams, M.D. abstained; motion carried.

Status of Rock River Free Clinic and Community Dental Clinic

G. Scott reported that the Rock River Free Clinic treated over 1,000 patients in 2012 with 3,200 visits. Patients are being booked 2 – 3 weeks out.

G. Scott reported that medication costs are high and the clinic had hoped that costs would be covered through donations, Drug Assistance Programs and fundraisers.

G. Scott reported that the Rock River Free Clinic Board recently held an emergency meeting to discuss the financial shortages and problem solve ways to decrease the cost of meds such as giving out prescriptions to patients to obtain \$4.00 meds from Wal-Mart or other pharmacies and increasing the use of the Patient Assistance Program.

J. Werner, Rock River Free Clinic Board, reported that the clinic will be \$128,000 short in 2013 if they continue to operate as in 2012. The clinic needs someone 5 days per week to complete the time consuming applications to drug companies for patient's free meds. Patients need to bring in financial paperwork so the 5 – 10 page applications can be filed.

G. Scott reported that the Health Department ended with a 2012 surplus of funds but it was not known if the Health Department could offer any more funding to the Rock River Free Clinic. The Board of Health was apprised of the financial hardships of the Free Clinic in case future discussion is needed on this issue.

D. Williams, M.D. asked that the Rock River Free Clinic Board of Directors discuss an amount that they may need and return to the Board of Health for further discussion.

D. Schultz noted that when the nurse position was filled for the Free Clinic and was to be paid out of the County funding of \$50,000 – the Board of Health was told that other funding would be in place to cover the medication costs.

J. Molinaro reported that 3 County departments ended 2012 with financial shortages and does not feel additional County funding should be considered as an option.

G. Scott reported that the Rock River Free Clinic financial assistance discussion will be tabled until the time that the Rock River Free Clinic Board meets and decides if they want to submit a financial request to the Board of Health for consideration.

Next Meeting Date/Time/Agenda Items: March 20, May 8, July 17, September 18, November 20, 2013

Adjourn:

Motion by J. McKenzie to adjourn the meeting at 4:55 p.m.; second by D. Schultz; motion carried.

Respectfully submitted;
Santee Schunk - Recorder

Public Health Program Statistics 2012

Public Health Statistics	2011	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2012
Blood Lead Level Screenings	757	56	71	54	60	65	60	94	49	60	65	68	51	753
Blood Lead Level (≥ 10ug/dL)	13	0	0	0	0	2	1	0	2	2	0	1	1	8
Car Safety Seat Inspections	63	1	12	15	15	14	17	3	17	13	10	21	8	146
Communicable Disease Cases	233	39	29	29	25	19	27	34	34	18	30	21	28	333
County Jail Client Visits	4075	347	333	336	323	379	359	441	467	299	295	308	335	4222
EH Dept. of Ag Agent Inspections														
EH Dept. of Health Agent Inspections														
Nuisance Complaints														
Fluoride Clients	113	6	8	14	4	6	9	5	9	3	3	9	0	76
Fluoride Varnish Contacts	98	8	6	2	12	1	4	0	0	10	0	8	0	51
Health Education Attendees	302	10	2	318	0	4	26	43	26	33	52	5	2	521
Health Education Sessions	39	5	3	11	2	1	2	3	5	4	2	1	0	39
Hearing & Vision Screening in Schools	792	0	0	0	0	0	0	0	0	0	0	v-715	h-403	0
Immunizations Given	3872	172	184	160	116	162	187	255	508	574	1010	365	158	3851
Immunization Clients	2240	91	90	77	69	95	100	120	235	311	759	259	111	2317
Mental Health CSP Visits	690	61	54	61	54	64	58	58	52	56	71	61	57	707
Office Clients Blood Pressures	57	2	3	1	2	5	3	18	6	27	13	11	22	113
Office Clients Mental Health Meds	72	12	5	6	5	5	5	6	5	4	5	6	7	71
Office Clients TB Skin Tests	423	104	31	40	15	33	25	38	40	37	23	16	15	417
Paternity Tests	281	8	33	39	31	34	20	22	6	17	27	30	8	275
PHN Well Water Samples	121	6	7	1	1	5	18	10	9	6	6	13	6	88
Pregnancy Tests	71	9	13	7	8	4	6	15	5	2	10	8	9	96
Public Health Contacts	4266	452	377	421	414	436	475	496	494	289	316	355	262	4787
Well Child/HealthCheck Clinic	326	10	24	22	26	24	36	29	42	31	23	16	6	289
WI Well Woman Program Clients	119	15	7	19	7	9	7	9	15	12	19	12	8	139
WIC Monthly Caseload Average	1,572	1597	1578	1536	1579	1573	1546	1579	1563	1521	1567	1551	1476	1556
WIC Breastfeeding Peer Support Visits*	1204	110	96	98	75	82	89	43	110	74	92	94	78	1041
Early Lead Intervention Contacts	0	7	20	56	9	3	6	85	72	0	0	0	0	258

2012 Jail Inmate Immunizations: Twinrix (Hep A&B)- 121, Hep B-3, TDaP- 79, Flu- 23, Hep A- 20, **Total: 246**

Public Health Program Statistics 2013

#12

Public Health Statistics	2012	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2013
Blood Lead Level Screenings	753	53	46											99
Blood Lead Level (≥ 10ug/dL)	8	0	0											0
Car Safety Seat Inspections	146	0	9											9
Communicable Disease Cases	333	39	18											57
County Jail Client Visits	4222	380	350											730
EH Dept. of Ag Agent Inspections														
EH Dept. of Health Agent Inspections														
Nuisance Complaints														
Fluoride Clients	76	15	5											20
Fluoride Varnish Contacts	51	2	3											5
Health Education Attendees	521	7	114											121
Health Education Sessions	39	0	8											8
Hearing / Vision Screening Sch (H-403, V-715)	715	0	0											0
Immunizations Given	3851	213	95											308
Immunization Clients	2317	162	50											212
Mental Health CSP Visits	707	65	60											125
Office Clients Blood Pressures	113	14	6											20
Office Clients Mental Health Meds	71	6	4											10
Office Clients TB Skin Tests	417	39	15											54
Paternity Tests	275	25	27											52
PHN Well Water Samples	88	8	2											10
Pregnancy Tests	96	5	6											11
Public Health Contacts	4787	375	224											599
Well Child/HealthCheck Clinic	289	7	10											17
WI Well Woman Program Clients	139	8	6											14
WIC Monthly Caseload Average	1,555	1516	1438											2,954
WIC Breastfeeding Peer Support Visits*	1041	48	41											89
Early Lead Intervention Contacts	258													

#126

Jefferson County Health Department 2012 Bureau of Transportation Car Seat Report

Year/Month	Infant	Conv	Comb	Booster	Total Seats	Total Hours	Donations
2012							
January	1	0	0	0	1	1	\$0
February	3	7	2	0	12	12	\$45
March	1	8	5	1	15	15	\$140
April	4	3	7	1	15	15	\$80
May	1	10	3	0	14	14	\$0
June	7	5	4	1	17	17	\$30
July	0	1	2	0	3	3	\$0
August	7	4	4	2	17	17	\$40
September	4	5	4	0	13	13	\$107
October	1	7	0	1	9	9	\$30
November	3	10	8	1	22	22	\$50
December	2	5	1	0	8	8	\$10
Total	34	65	40	7	146	146	\$532.00

Director/Health Officer's Monthly Report
Gail M. Scott, RN, BSN
Updated to 03/20/13

January 2013	
Administration	<ul style="list-style-type: none"> ✓ End of year budget analysis ✓ WIC end of year budget ✓ Updated Health Department Website ✓ End of year Grants & Contracts (GAC) report ✓ Board of Health meeting ✓ Community Health Assessment meeting ✓ Wisconsin College of Osteopathic Medicine meeting with City of Jefferson
Environmental Health	<ul style="list-style-type: none"> ✓ Radon Press Release, radio interview and Website Development ✓ Update meeting with Marc Schultz
Communicable Disease Control	<ul style="list-style-type: none"> ✓ Influenza Webcast ✓ Immunization Coalition Symposium
Personnel Management	<ul style="list-style-type: none"> ✓ PHN Staff meeting ✓ Position Classification Appeal (Dietetic Tech) ✓ Orientation meeting with UW Green Bay RN to BSN student
Public Health Preparedness	<ul style="list-style-type: none"> ✓ EOC Capabilities teleconference
Access to Care	<ul style="list-style-type: none"> ✓ Community Dental Clinic Board meeting ✓ Prepared 2011 Annual Reports for: Community Dental Clinic & Rock River Free Clinic ✓ Rock River Free Clinic Board meeting & Finance meeting
Maternal & Child Health Systems Objective	<ul style="list-style-type: none"> ✓ Child Death Review Team Meeting ✓ Further development of "Cribs to Kids" program

Director/Health Officer's Monthly Report
Gail M. Scott, RN, BSN
Updated to 03/20/13

February 2013	
Administration	<ul style="list-style-type: none"> ✓ Jefferson County Board Meeting ✓ Presented Community Dental Clinic and Rock River Free Clinic Annual Reports ✓ Development of 2012 Health Department Annual Report ✓ Updated Health Department Website ✓ Administration of Personal Care Worker program ✓ Budget analysis, review of 2012 & 2013 management ✓ Completed Consolidated Contract Annual Report ✓ Department Head Meeting ✓ Dodge-Jefferson Healthier Community Partnership meeting ✓ Community Health Assessment meeting and planning ✓ WALHDAB meeting ✓ Community of Learning meeting ✓ Meeting regarding new laptops ✓ Meeting regarding Jail Health issues
Communicable Disease Control	<ul style="list-style-type: none"> ✓ Monitoring communicable disease cases ✓ Immunization Coalition grant meeting
Personnel Management	<ul style="list-style-type: none"> ✓ Meeting/mentoring Green Bay RN completion student ✓ Meeting with PhD student regarding Lead Research Project ✓ Public Health Nurse Staff meeting ✓ Jail LPN/ADN interviews ✓ Prescription Drug Abuse webinar
Public Health Preparedness	<ul style="list-style-type: none"> ✓ Southern Region Preparedness Meeting ✓ Local Emergency Planning Committee Meeting (LEPC) ✓ Crisis Communication (CERC) Training
Access to Care	<ul style="list-style-type: none"> ✓ Preparation of RRFC and CDC Annual Reports ✓ Meeting with Renee Clark, VP, Fort HealthCare and United Way Board member ✓ United Way of N. Walworth and Jefferson Counties interview for Rock River Free Clinic ✓ Rock River Free Clinic Board meeting ✓ Community Dental Clinic Board meeting ✓ Meeting with Barb Gudgeon – Community Dental Clinic regarding ad for new dentist (Craig's List)
Healthy Lifestyles	<ul style="list-style-type: none"> ✓ WIC Fit Families grant meeting ✓ National WIC teleconference on Sequester
Maternal & Child Health Systems Objective	<ul style="list-style-type: none"> ✓ Parenting Program meeting with PHNs ✓ Lead Program Lunch and Learn webcast