



# Jefferson County Health Department

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

[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

## Jefferson County Board of Health Agenda

Health Department Conference Room

1541 Annex Road, Jefferson, WI 53549

**Wednesday, May 30, 2018**

**1 p.m.**

### Board Members

Marie Wiesmann, RN, BSN, Dick Schultz, Conor Nelan, Don Williams, MD

1. Call to order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with the Open Meetings Law
4. Approval of the Agenda
5. Election of Committee Chair, Vice Chair and Secretary
6. Overview of Open Meetings Law
7. Committee Orientation Packet
8. Approval of Board of Health Minutes for February 28, 2018 Meeting
9. Communications
10. Public Comment (Members of the Public who wish to address the Board on specific agenda items must register their request at this time)
11. Talk/Read/Play Trusted Messenger Training – Greater Watertown Community Health Foundation and Health Department PHNs Explain the Talk/Read/Play Child Development Initiative through Every Child Thrives
12. Review of Health Department Financial Report
  - a. Review and Discussion of Income Statement
  - b. Discussion and Possible Action to Amend the Budget to Include \$2,100 in Public Health Preparedness Funds for Scholarships to Attend the WPHA/WALHDAB Annual Conference
  - c. Discussion and Possible Action to Amend the Budget to Include \$5,600 in Communicable Disease Prevention Funding for Disease Surveillance and Investigation
  - d. Discussion and Possible Action to Amend the Budget to Include \$1,291.32 in Adult Immunization Grant Funding
13. Operational Update of the Environmental Health Program
14. Discussion of Public Health Preparedness Program
  - a. Recent Exercises and Meetings
15. Discussion of Public Health Program
  - a. Review of Statistics
  - b. Review of Communicable Disease Cases Reported
  - c. Community Health Improvement Plan Update
  - d. Community Dental Clinic and Rock River Free Clinic Updates
16. Discussion of Health Department Monthly Report
17. Schedule November Meeting
18. Future Agenda Items
19. Adjourn

**Next Scheduled Meetings: All Wednesdays – August 22, 2018, November to be determined**

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

*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 HEALTH DEPARTMENT

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### Jefferson County Board of Health Meeting Minutes – Wednesday, February 28, 2018

**Call to Order:** M. Weismann, Chair, called the meeting to order at 1:02 p.m.

**Roll Call/Establishment of Quorum:** Quorum established per G. Scott.

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

**Board Members Excused Prior to Meeting:** Dick Schultz

**Guests Present:** Benjamin Wehmeier, County Administrator, Blair Ward, Corporation Counsel, Anita Martin, Sally Jones

**Staff Present:** Gail Scott, Director, Diane Nelson, Public Health Program Manager, Jeff Larkin, Environmental Health, Kaylie Wroblewski, Environmental Health, Sandee Schunk, Clerical/Recorder

**Certification of Compliance with the Open Meetings Law:** Confirmed by B. Wehmeier, County Administrator

**Approval of the Agenda:** *Motion by J. McKenzie to approve the agenda; second by E. Morse; motion carried unanimously.*

**Approval of Board of Health Minutes for November, 29, 2017 Meeting:** *Motion by J. McKenzie to approve the minutes as written; second by D. Williams, M.D.; motion carried unanimously.*

**Communications:** None

**Public Comment:** Anita Martin handed out to committee members a copy of an e-mail dated Tuesday, February 27, 2018 that she had sent out to Board of Health committee members, Gail Scott, Ben Wehmeier, Sandee Schunk, Christa Westerberg and Ronni Monroe requesting changes to the draft of the November 29, 2017 Board of Health meeting minutes.

*Motion by D. Williams, M.D. to reconsider "approved" November 29, 2017 Board of Health meeting minutes; second by J. McKenzie; motion carried unanimously.*

*Motion by D. Williams, M.D. to amend the November 29, 2017 Board of Health meeting minutes to include:*

*"Correspondence from Mr. John Holevoet, identified as an attorney, regarding the Proposed Public Health Ordinance, sent by email to D. Schultz and E. Morse, was distributed and discussed". Second by J. McKenzie; motion carried unanimously.*

*Motion by J. McKenzie to approve the amended minutes; second by E. Morse; motion carried unanimously.*

#### Review of the Health Department Financial Report

- a. **Review and Discussion of the Income Statement:** S. Schunk reviewed the November 2017 Statement of Revenues & Expenditures Report included in the meeting packet that shows an estimated deficit in the amount of (\$80,457.83). The budgeted reserve funding available in the amount of \$130,199 will be used to offset any year-end deficit. *Motion by J. McKenzie to approve the November 2017 Statement of Revenues and Expenditures Report; second by D. Williams, M.D.; motion carried unanimously.* Finance is working on closing out 2017. A rough estimate is that the Health Department may not need to use approximately \$43,700 of the budgeted reserve funding available. The Vehicle Usage/Cost Log was reviewed and it was noted that the committee does not need to review these reports in the future unless there is an issue with staff utilizing the 2 department vehicles.

- b. **Review and Discussion of MOU with Jefferson Veterinary Clinic and Approval of Fees:** G. Scott reviewed the draft Memorandum of Understanding (MOU) between the Health Department and the Jefferson Veterinary Clinic for fees of head removal of a wild animal (\$50.00) for rabies testing and delivery fee to the State Lab of Hygiene in Madison (\$29.00) or the humane euthanizing of a live bat for rabies testing (\$28.75). *Motion by J. McKenzie to approve the Memorandum of Understanding with the Jefferson Veterinary Clinic; second by E. Morse; motion carried unanimously.*
- c. **Discussion and Possible Action to Amend the Budget to include \$1,000 funds from the Children's Health Alliance of Wisconsin for the Healthy Smiles for Moms and Babies Project:** G. Scott reported that B. Wehmeier confirmed (after the meeting agenda was disbursed) that a budget amendment was not necessary since this is a continuation of an existing program. The additional \$1,000 will be used for staff payroll costs to make referrals to the Community Dental Clinic for Prenatal Care clients and track how many referrals were made to the dental clinic and how many moms received dental care from those referrals. A copy of the Memorandum of Understanding (MOU) is included in the meeting packet. Some of the funding will be used to purchase dental varnishes. No action taken.
- d. **Discussion and Possible Action on Fees for Injections:** G. Scott reported that the Health Department nursing staff provides Vivitrol injections to clients referred by Human Services to aid in getting off of Opioids and gives injections every two weeks or monthly to clients referred by Dr. Haggert at Human Services for mental health treatment. Human Services currently pays the Health Department \$10.00 per Vivitrol injection that is invoiced to them monthly. It is estimated that the RN/LPN spends a minimum of ½ hour per injection with the client. G. Scott had proposed a \$20.00 per injection fee to K. Cauley, Human Services Director, and it was accepted to implement the fees on January 1, 2019 so this could be included in both department budgets. *Motion by D. Williams, M.D. to raise Vivitrol injection fees from \$10.00 to \$20.00 per injection and add a \$20.00 fee for each mental health injection - effective January 1, 2019; second by E. Morse; motion carried unanimously.*

**Discussion of Public Health Environmental Health Program:** J. Larkin reported that as an agent for DATCAP they have 575 – 600 facilities that they inspect annually. In 2017, they completed 919 total inspections including pre-inspections, swimming pools, restaurant and special event food vendors, etc. Their reporting year runs from July 1, 2017 – June 30, 2018. They are a little behind with 60% of inspections completed. Schools are inspected twice per year (Spring & Fall). They are now starting the 2<sup>nd</sup> inspection at 40 plus schools. They do not license schools as they are DPI (Department of Public Instruction) funded. K. Wroblewski reported that parochial schools can request a kitchen inspection for a fee. If a school has a swimming pool, that is inspected 1 time per year.

D. Williams, M.D. inquired about testing of water supplies in older schools in Jefferson County for elevated lead. G. Scott reported that there is no current direction from the State regarding this issue. If a child has lead poisoning and no source of contamination is found in the place of residence, the school water could be tested. Educational information on lead testing was sent to the schools by the Health Department with no responses received. G. Scott will check again with Roy Irving, Toxicologist at the State, to see if there is any new information on this issue. D. Williams, M.D. requested that once contact has been made, it should be discussed and documented in the Board of Health meeting minutes to show this step was taken. G. Scott reported water testing is done by the cities and reports are forwarded to residents with the water test results.

#### **Discussion of Public Health Preparedness Program**

- a. **Recent Exercises and Meetings:** G. Scott reported on the UW Whitewater exercise with Rock and Walworth counties on February 8th based on a Meningitis outbreak. The exercises focused on who would need a vaccine and follow-up vaccine. The after-action report has not been received to date. D. Nelson shared that the Marketing Department at the University did a good job with contacts via social media during the exercise. G. Scott reported that there is an exercise scheduled on March 20, 2018 with Jefferson County Emergency Management, Administration, Red Cross, Human Services and the Health Department on setting up a "Family Assistance Center" involving family and friends for a mock train derailment. Our department would work closely with the Red Cross.
- G. Scott reported that she serves on the South Central Wisconsin Healthcare Emergency Readiness Coalition which includes Jefferson County, Dodge County and the City of Watertown and 12 other counties. They held a

surprise 90 minute surge test exercise today with UW Hospital needing to plan and track evacuation of 399 patients. The exercise went well with the biggest challenge being the evacuation of pediatric patients - especially those with critical medical needs. An Emergency Operations Center (EOC) was set up with Dane County Public Health.

#### **Discussion of Public Health Program**

- a. **Review of Statistics:** D. Nelson reviewed the Public Health Program Statistics handout in the meeting packet and reported that car seat inspections have increased. D. Williams, M.D. reported that the hospital does not have a car seat program any longer. Immunization rates have decreased due to only being able to serve uninsured or BadgerCare clients. TB Skin Tests have decreased as employers are no longer testing annually and inmates are not tested unless screening questions warrant a test. WIC ended 2017 at 93% of their caseload requirement and funding is based on caseload. WIC Breastfeeding Peer Support Visits have increased as the 2 counselors make home visits along with telephone and text contacts with nursing moms.
- b. **Review of Communicable Disease Cases Reported:** D. Nelson reported there have been 97 pediatric deaths nation-wide from influenza with zero reported in Wisconsin. D. Williams, M.D. reported that Fort HealthCare conducted 811 influenza tests with 273 positive results.
- c. **Parents as Teachers Program Update:** D. Nelson reported that there was a meeting this a.m. with the Greater Watertown Community Health Foundation. In May, the coalition will be working with agencies in the communities to promote “talk/read/play” at grocery stores, laundromats, libraries, parks, gas stations, hair salons, etc. promoting reading to and playing with children. Boosting parenting skills interacting with their children aids in the progress of children’s success in school and later in life applying and qualifying for jobs. Ages and Stages Questionnaires (ASQ) are completed at ages 9, 18 and 24 months at medical providers. WIC does the ASQ at age 18 months. Public Health RN’s are planning to complete the ASQ at ages 2, 4, 6 and 12 months. B. Wehmeier reported that there is an article on the front page of today’s Milwaukee Journal encouraging parental involvement in children’s development with statistics from Milwaukee to surrounding areas including Jefferson County.
- d. **Fort HealthCare Summit Presentation:** G. Scott reported that Fort HealthCare presented their Community Health Assessment, it was well attended and she did a PowerPoint presentation on Health Department services.
- e. **Community Health Improvement Plan Update:** G. Scott reported that the focus of the plan is on nutrition, obesity prevention, promoting WIC and breastfeeding, mental health and substance abuse. Emi Reiner, Public Health RN, works on the Drug Free Coalition which is providing Narcan trainings, free drug deactivation kits (disbursed to local pharmacies) and Town Hall Alcohol Summits. Emi is working with Craig Holler in writing a drug-free communities grant. Drug drop-off bins are available at area Police Departments and the Sheriff’s Department.

**Discussion of Health Department Monthly Report:** G. Scott reviewed the information in the meeting packet and reported staff are updating the Health Department Strategic Plan which caused some juggling of duties for lead areas of nursing staff, the department Mission and Vision Statements are being updated, jail stats reviewed, staff recertified in CPR/AED training by Jefferson EMS, County classification and comp study is in process for all County employees. D. Nelson reported that the Child Death Review Team (CDRT) studies preventable deaths and Adverse Childhood Events (ACES) that shows a score of greater than a 4 has been proven to shorten life expectancy. G. Scott reported that the Health Department is partnering with Fort HealthCare in applying for County designation as a “Healthy Community”. A letter of interest has been submitted by Traci Wilson, Fort HealthCare.

**Board of Health Meeting Date Changes – May 30, 2018 and Schedule November Meeting:** Next meetings will be scheduled at 1:00 p.m. on Wednesday, May 30<sup>th</sup>, Wednesday, August 22<sup>nd</sup> and the November meeting date will be decided at the next meeting.

**Adjourn:** *Motion by J. McKenzie to adjourn at 2:25 p.m.; second by D. Williams, M.D.; motion carried unanimously.*

Respectfully submitted;  
Sandee Schunk Clerical/Recorder

# Jefferson County Health Department - Statement of Revenues & Expenditures

01/01/2018 - 04/30/2018	YTD Actual	Prorated Budget	Annual Budget	YTD Budget Variance
<b>REVENUE:</b>				
<b>Total WIC</b>	<b>105,474.12</b>	<b>115,176.36</b>	<b>338,754.00</b>	<b>-9,702.24</b>
Public Health Fee for Service	33,064.10	49,568.94	145,791.00	-16,504.84
Public Health Grant Income	43,228.81	33,087.78	97,317.00	10,141.03
<b>Total Public Health</b>	<b>76,292.91</b>	<b>82,656.72</b>	<b>243,108.00</b>	<b>-6,363.81</b>
<b>Total Income</b>	<b>181,767.03</b>	<b>197,833.08</b>	<b>581,862.00</b>	<b>-16,066.05</b>
<b>EXPENSE:</b>				
WIC 4201 - 420109	96,948.01	105,822.96	311,244.00	-8,874.95
WIC Fit Family 4202	5,011.40	5,868.40	17,260.00	-857.00
WIC Peer Counselor 4203-420309	3,514.71	3,485.00	10,250.00	29.71
<b>Total WIC</b>	<b>105,474.12</b>	<b>115,176.36</b>	<b>338,754.00</b>	<b>-9,702.24</b>
Public Health = Tax Levy Supported Expenses	322,185.85	355,329.92	1,045,088.00	-33,144.07
Public Health Grants	43,228.81	40,333.18	118,627.00	2,895.63
Public Health Fee-for-Service	22,410.86	26,225.90	77,135.00	-3,815.04
Capital Equipment	0.00	0.00	0.00	0.00
<b>Total Public Health</b>	<b>387,825.52</b>	<b>421,889.00</b>	<b>1,240,850.00</b>	<b>-34,063.48</b>
<b>Total Expense</b>	<b>493,299.64</b>	<b>537,065.36</b>	<b>1,579,604.00</b>	<b>-43,765.72</b>
<b>2018 SUMMARY</b>				
<b>Total 2018 Income YTD:</b>	<b>181,767.03</b>	<b>197,833.08</b>	<b>581,862.00</b>	<b>-16,066.05</b>
<b>2018 County Tax Levy Applied:</b>	<b>280,897.00</b>	<b>280,897.00</b>	<b>842,691.00</b>	<b>0.00</b>
<b>Total 2018 Revenue:</b>	<b>462,664.03</b>		<b>1,424,553.00</b>	
<b>Total 2018 Expense:</b>	<b>493,299.64</b>	<b>537,065.36</b>	<b>1,579,604.00</b>	<b>-43,765.72</b>
<b>Deficit = 2018 Annual Activity (Revenue vs. Expenses)</b>	<b>-30,635.61</b>		<b>-155,051.00</b>	
<b>2017 Restricted Carryover Funds Applied to 2018*</b>	<b>408.68</b>	<b>1,421.54</b>	<b>4,181.00</b>	<b>-1,012.86</b>
<b>2018 Budgeted Reserve Funds Applied to Deficit:</b>		<b>-52,545.30</b>	<b>-154,545.00</b>	<b>-52,545.30</b>
<b>2018 Summary of Operations:</b>	<b>-30,226.93</b>			

<b>*Prior Year Carryover Funds Used in 2018:</b>	<b>Summary:</b>
2017 Carryover P.A.T. (\$ 500 donation; \$ 3,681 Renewal)	\$ 408.68
*Total Carryover Applied to 2018 (in & out):	\$ 408.68

<b>2017 End-of-Year Fund Balance:</b>	<b>\$ 215,621.89</b>	<b>Matches Finance</b>
<b>2018 Pre-Paid Expenditures per Finance:</b>		<b>Finance Pending</b>
<b>2018 Restricted Donation Carryover (books/renewal):</b>	<b>\$ -</b>	<b>(in &amp; out)</b>
<b>2018 Budgeted Reserve Funds Available for deficit:</b>	<b>\$ (154,545.00)</b>	
<b>Unassigned Fund Balance "Available" 2019:</b>	<b>\$ 61,076.89</b>	<b>Estimated</b>



# Public Health Program Statistics 2018

[illegible]



**Wisconsin Department of Health Services**  
**Division of Public Health**  
**PHAVR - WEDSS**

**County Board of Health Report**

**Jurisdiction: Jefferson County**

**Received Date: 2/1/2018 to 3/31/2018**

Disease	Confirmed	Probable	Suspect	Not A Case	Total
HEPATITIS C, CHRONIC	2	0	0	40	42
CHLAMYDIA TRACHOMATIS INFECTION	32	0	0	0	32
PERTUSSIS (WHOOPIG COUGH)	0	0	0	15	15
INFLUENZA	9	1	0	0	10
GIARDIASIS	4	0	0	0	4
VARICELLA (CHICKENPOX)	0	0	0	4	4
CRYPTOSPORIDIOSIS	3	0	0	0	3
CAMPYLOBACTERIOSIS	1	1	0	0	2
HEPATITIS A	0	0	0	2	2
HEPATITIS B, CHRONIC	0	1	0	1	2
MEASLES (RUBEOLA)	0	0	0	2	2
MUMPS	0	0	0	2	2
Q FEVER, unspecified	0	0	0	2	2
SALMONELLOSIS	2	0	0	0	2
GONORRHEA	1	0	0	0	1
HEPATITIS B, Unspecified	0	0	0	1	1
Q FEVER, ACUTE	0	1	0	0	1
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	0	0	0	1	1
STREPTOCOCCAL INFECTION, OTHER INVASIVE	1	0	0	0	1
<b>Total</b>	<b>55</b>	<b>4</b>	<b>0</b>	<b>70</b>	<b>129</b>

Default Filters: 'State' EQUAL TO 'WI'



**Wisconsin Department of Health Services  
Division of Public Health  
PHAVR - WEDSS**

**County Board of Health Report**

**Jurisdiction: Jefferson County**

**Received Date: 4/1/2018 to 4/30/2018**

Disease	Confirmed	Probable	Suspect	Not A Case	Total
CHLAMYDIA TRACHOMATIS INFECTION	10	0	0	0	10
INFLUENZA	5	0	0	0	5
HEPATITIS B, Unspecified	0	0	0	4	4
HEPATITIS A	0	0	0	3	3
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	2	0	0	1	3
GONORRHEA	2	0	0	0	2
VARICELLA (CHICKENPOX)	0	0	0	2	2
LEGIONELLOSIS	0	0	0	1	1
SALMONELLOSIS	1	0	0	0	1
STREPTOCOCCAL INFECTION, OTHER INVASIVE	1	0	0	0	1
<b>Total</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>32</b>

Default Filters: 'State' EQUAL TO 'WI'



# Jefferson County Health Department February 2018 Monthly Report

## **Nursing News by Nancy Schneider, RN, BSN**

Postnatal visits with a mom and premature newborn with ongoing medical concerns to do baby weights, provide nutritional information and support with limited breast feeding, and educate on developmental stages. Her well water results also returned with an elevated arsenic level.

Car seat numbers seem to be picking up after a slow January. We routinely see children who have outgrown their infant carrier. We are then able to put them into a size appropriated seat while offering training and information to the parent. Attended the Narcan training at the library in Fort (I was at CSP the day we had training scheduled here).

Participated in the mass clinic tabletop exercise in Whitewater. It was interesting to hear that the Pfizer drug rep mentioned that they may offer a grant to cover the cost of immunizations should such an incident arise.

Diane and I participated in the Wisconsin Childhood Lead Poisoning Prevention Program meeting via phone. They will be using our letter to area pediatric clinics on lead screening and testing recommendations as a template in their resource library.

The UW Madison School of Nursing students and I measured heights, weights, and BP's on Head Start children at the Hebron and Fort Atkinson sites. Information will be used to calculate BMI's, provide education to the parents and monitor health status. I have also been actively involved with case management of several children with medical issues including insulin dependent diabetes, hydrocephaly and recent surgery resulting in the child being temporarily wheelchair bound.

The number of nurse visits at CSP (either for injection or lab draw) seems to be higher than usual. Either this month, there was a clinic day in which I saw 20 consumers.

## **Jefferson County Drug Free Coalition by Emi Reiner, RN, BSN, MPH**

For the month of February, we distributed a total of 1,100 drug deactivation kits to the following locations: Tuttle's Pharmacy, Hometown Pharmacy (Watertown), Hometown Pharmacy (Lake Mills), the Drug Store in Jefferson, Fort Healthcare rehab clinic, Watertown Hospital ED, Aging and Disability Resource Center, Human Services, Leuder Haus, and the Health Department. We've had very positive response from these organizations about the drug deactivation kits and they are looking forward to working together with the coalition on other efforts. We held two more Narcan trainings in Fort Atkinson and Waterloo to teach people how to respond to an overdose. The trainings have been very well received and the trainer is very engaging. The coalition has been busy gathering data from the Youth Risk Behavior Survey and other sources to describe the nature of the substance abuse problems in our county. This information will be included in the Drug Free Communities Grant that we are applying for in March 2018.

## **Financial Update**

The Financial Update is pending as the books have not closed for 2017. Stay tuned!

## **Prenatal Care Coordination Update by Mary Magnuson, RN, BSN**

The Public Health Nurses made 198 Prenatal Care Coordination (PNCC) visits in 2017! Prenatal Care Coordination is a Medicaid benefit and is designed to complement the medical care pregnant women receive. PHN's offer assistance gaining access to health and dental care, provide emotional support and ensure women have the education and resources they need to have a healthy pregnancy and baby. Total revenue from Medicaid for our PNCC visits was \$8,821.25 in 2017. This continues our trend of an annual increase since 2015!

## **Community Health Improvement Plan (CHIP) Update**

The CHIP group met several times this month to discuss the objectives that we will work on in the coming year. Activities are currently underway to address nutrition and breastfeeding promotion. A group convened to discuss the issues around mental health and substance abuse. Some ideas for tackling this issue included resource sharing, stigma reduction campaigns, and training on trauma-informed care.

## **Maternal and Child Health Update by Emi Reiner, RN, BSN, MPH**

I continue to promote breastfeeding and WIC in my home visits. I went to a client's home with Laryssa, the breastfeeding peer counselor, and together, we were able to work through breastfeeding issues with a new mom. We identified a problem right away and visited the mom a few days after her baby was born. We worked with her OB on the phone and we made a plan with her to bring her milk supply back in the next few days. I have been able to take my UW Nursing student, Daniel, to several home visits, including one in which we used the parenting curriculum. We went to the home of a pregnant woman to do a well

# Jefferson County Health Department February 2018 Monthly Report

water check and to install a car seat (Thanks, Amanda!). Interacting with clients in their homes and providing education has sometimes been an eye-opening experience for Daniel.

## Public Health Update

Meetings: Breast Feeding Coalition, monthly Public Health meeting, monthly Every Child Healthy Action Team with Greater Watertown Healthy Community Foundation, quarterly LEPC meeting

Tania Wenzel conducted deputy medical trainings – Sarah Luebke filled in at last minute without any prep after Tania got sick.

Thanks Sarah! Jail Staff met with Advanced Correctional Healthcare for a Continuous Quality Improvement meeting.

The PHNs identified that they needed more time to evaluate specific programs and so they created the Process Implementation and Assessment Group that met to update and evaluate current procedures in the MCH program.

Review of Health Department Vivitrol Clinic and suggestions for improved communication with AODA and Mental Health Supervisor Holly Pagel.

Community of Practice (COP) meeting in Watertown with our partners from Dodge HD, Watertown HD, JC Birth to 3 and the JC HD to discuss plan and vision for rolling out parenting program and discussion of future topics for quarterly COP meetings.

PHN works with Human Services on two committees – Children's Long Term Care Support Group and the Children's Community Option Program to see how to best meet the needs of children and families.

Ongoing work to update policies and procedures.

Latent TB infection meeting with Dean Clinic providers in Fort Atkinson for improved care of Jefferson County residents.

## WIC Program Update by Mary Wollet, RD, WIC Project Director

Mary Wollet attended the Southern Region Directors Meeting in Madison. Mary attended the JUMP meeting. Mary and Jennifer attended CACFP (Child and Adult Care Food Program) webinar. Mary met with Fit Families mentor Joyce Smidl, WIC Director from Sauk Co, to discuss the Fit Families program.

## Director's Update by Gail Scott, RN, BSN, Director/Health Officer

Diane Nelson and I attended the first WALHDAB Operations Conference for Local Public Health held in WI Dells. Over 100 health officers, managers, supervisors and board of health members from around the state learned about various innovative strategies to make local health departments more successful. Diane Nelson and I worked with Bridget Monahan and Traci Wilson from Fort HealthCare to compile a list of programs in Jefferson County with the goal of writing a Letter of Interest (LOI) for the UW Population Health Institute, Mobilizing Action Toward Community Health (MATCH) Wisconsin Healthiest Communities Designation (gold status). Input was solicited from other County Departments and a LOI was submitted. UW Population Health will let us know in March if we are invited to apply. There were many Public Health Preparedness activities this month including: attending the South Central Healthcare Emergency Readiness (SCHERC) meeting, a mass clinic/meningitis outbreak tabletop exercise at UW Whitewater, providing information to the UW Madison School of Nursing students, along with Donna Haugom, Emergency Management, on Public Health Preparedness, and attending the Family Assistance Center exercise planning and EMS Chiefs meetings. I attended my first Criminal Justice Coordinating Committee meeting.

## Goals for March 2018

- ✓ Continue updating the Public Health Preparedness Plan including updating Key Contact Lists and training of Michele Schmidt on WEAVR administration. WEAVR is the state-wide volunteer registry.
- ✓ Continue Munis implementation.
- ✓ Further develop the Community Health Improvement Plan (CHIP).
- ✓ Continue to implement the "Parents as Teachers" program and participate in the Communities of Practice.
- ✓ Continue planning with Emergency Management for the Family Assistance Center exercise.
- ✓ Complete the Mass Immunization Clinics After Action Report.
- ✓ Update the Health Department Strategic Plan including the Mission and Vision Statements.
- ✓ Start developing the Health Department Annual Report.
- ✓ Update policies/procedures with planned meetings to keep us on track.



# Jefferson County Health Department March 2018 Monthly Report

## Jefferson County Drug Free Coalition by Emi Reiner, RN, BSN, MPH



The Jefferson County Drug Free Coalition sponsored 8 Narcan trainings throughout the county and trained a total of 196 community members. Everyone received training on how to: prevent an overdose, recognize an overdose, and respond to an overdose. Every person who was trained was offered two free doses of Narcan. First responders, health care providers, seniors, concerned family members and friends were in attendance. Spanish interpreters were available at all the trainings. The feedback from the participants was very positive and the coalition received a number of inquiries on when and where future trainings would be held. The coalition distributed **1,100 drug deactivation kits** throughout the county, for safe disposal of prescription medication. A **medication drop box** was purchased with funding from the coalition and the Clean Sweep program. The drop box was manufactured by JWR in Johnson Creek and placed at the **Johnson Creek Police Station** (see photo). The coalition is planning to host a screening of the

documentary *Written Off* on April 12<sup>th</sup> to focus on the opioid crisis. A Q&A discussion with local experts will follow the event.

## Financial Update

### 2017 Summary:

Total Revenue: \$1,439,255.17

Total Expense: \$1,521,859.28

Net Deficit as of 12/31/2017: (\$82,604.11)

Applied Budgeted Fund Balance to cover deficit: \$82,604.11

2017 Final Balance = \$0

(Note: Available Fund Balance Budgeted to cover deficit: \$130,199.00 = 2017

Budgeted Fund Balance Not Needed: \$47,594.89)

### 2018 = Revenue & Expense Report as of 02/28/2018:

Revenues (collected & to-be-collected): \$86,371.45

Expenses: \$245,860.72

Prorated Budgeted Tax Levy Applied: \$140,448.50

Net Estimated Deficit as of 2/28/2018: (\$19,040.77)

(Note: 2018 Budgeted Fund Balance Available to cover any deficit at year-end: \$158,794.00)

## Jail Nursing Update by Tania Wenzel, RN, BSN

Sarah Luebke and Tania Wenzel went to **Crisis Intervention Partners (CIP) training**. This training is for people other than deputies that have contact with the community such as 911 operators, front desk clerical staff, and Jail Nursing staff. It included speakers on mental health illnesses, impact of trauma (ACEs), psych meds, trauma informed care, dementia, family perspective of people with mental illness, building resilience, peer support/mental health advocacy, autism, excited delirium, auditory hallucinations, and de-escalation/active listening. Tania and Sarah felt that it was a good training! Tania presented two more **deputy medical trainings** (2 hrs each) – these were for road deputies who fill in at the jail. Sarah Luebke, Diane Lenz, Melissa Koenigs and Tania Wenzel got a tour of the **Dodge Correctional Institution (DCI) prison** facility. They took the tour as the jail has a contract to house state inmates and they wanted to meet the nursing supervisor there to improve coordination of care. They also hoped to get an idea of what our county inmates that are sentenced to prison will see/go through so that they can try to lessen their anxiety. Total Jail Nursing visits in March = 386. Diane Nelson and Capt. Duane Scott interviewed a candidate for a **part-time weekend nurse at the Jail**.

## Jefferson County Health Department March 2018 Monthly Report

### Director's Update by Gail Scott, RN, BSN, Director/Health Officer

March was another busy month with meetings and exercises including: **WALHDAB** monthly meeting, **Public Health Emergency Preparedness (PHEP)** activities that included the state **Q&A webinars**, **Family Assistance Center Exercise**, **Enbridge Tabletop Exercise** and the **Fire Chief's meeting**. Attended the **Community Dental Clinic Board meeting**, **Regional Travel Vaccine meeting** to apply for a coordination of services grant, **Criminal Justice Coordinating Committee (CJCC)** meeting, **WFAW Radio interview** with Emi Reiner on the **Drug Free Coalition** and drug addiction issues, meeting with the state **Department of Health Services** and **Department of Natural Resources** regarding **lead issues in Lake Mills water**. I made suggestions for a **Drug Free Communities grant** that Emi Reiner was writing. It was ultimately decided not to apply this year due to issues with support and the quickly approaching deadline. We will apply next year and have a head start on the application.

### Communicable Disease Update by Katrina Wichlacz

Katrina Wichlacz completed the **STD Intensive Course** provided by the St. Louis STD/HIV Prevention Training Center through the Washington School of Medicine: learned the latest research and treatment recommendations for STDs like chlamydia, gonorrhea, HIV, syphilis and HPV.

The Jefferson County Health Department's **condom distribution program** received a donation of 1000 condoms from the WI Department of Health & Family Services. These have been packaged with educational materials and are available for community members to pick up at the health department or to receive during family planning home visits.

Katrina Wichlacz provided a **training on Latent TB Infection to Dean Clinic**-Fort Atkinson health care providers who have had an increase in LTBI cases within the last year. This provided an opportunity to increase partnership between public health and private practice as LTBI will be a new State-reportable diagnosis later in 2018.

Katrina Wichlacz attended the **Fort HealthCare School Nurse Meeting**. Katrina is now the school nurse consultant from Jefferson County Health Department and plans to work closely with the school nurses and attend 2 of their meetings each calendar year. At this meeting Katrina shared the updated JCHD brochure and referral forms, reviewed current Health Department services, finalized plans for the Fall mass vaccine clinics, and discussed vision & hearing procedures that Public Health and the School Nurses could collaborate on.

Health Department members of the **Jefferson County Immunization Coalition** had a planning meeting on March 12. In 2018 the Coalition plans to increase membership and participation with Coalition activities and events, to host 3-6 WIR in-service trainings for Fort HealthCare clinics as part of the Immunization Coalition grant that was received in 2018, and to host 1-2 coalition events for health providers in 2018. Leadership for this coalition has turned over from Amy Fairfield to Katrina Wichlacz and Melissa Koenigs, who both currently run the Jefferson County Immunization Clinic. Amy Fairfield did a wonderful job hosting Coalition events in past years and plans to continue participating actively with this Coalition.

**Hepatitis teaching** was presented by the Communicable Disease public health nurse (Katrina Wichlacz) to **Lueder Haus team** members – reviewed the basic facts of Hepatitis A, B and C, and how staff can take precautions to avoid any accidental exposures to blood borne pathogens, such as Hepatitis B and C, while at their workplace.

Katrina Wichlacz and Diane Nelson from Jefferson County Health Department, and Sam LaMuro from Fort HealthCare Infection Prevention, attended the annual **Madison Dane County Public Health TB Summit** to receive the most current TB updates for 2018. Coming in the summer of 2018, latent TB infection (LTBI) will be reportable to local health departments.

**31 vaccines** were provided to 14 clients at the Jefferson County Health Department office clinic.

### WIC Program Update by Mary Wollet, RD, WIC Project Director

We had our monthly **Coffective** (breastfeeding initiative for hospitals and WIC) huddle, where staff discussed last month's educational modules and how to apply it to our practice.

Mary Wollet participated in the **Fit Families** phone call, which discussed how to use new reporting format to develop our 2019 Fit Families plan; presented info for the **Wellness Recipe Makeover** at public health meeting; attended monthly **JUMP (Jefferson United Motivating People to Wellness)** at JHS.

Mary Wollet and Jennifer Gaal did a **PowerPoint presentation at Watertown Regional Medical Center** for physicians and other care providers. Topics included the purpose of the WIC program, what WIC offers participants, and how the program has changed. This talk was well-received.

Mary Wollet met with the **Jefferson Farmers Market** manager to review her application for the WIC Farmers Market Nutrition Program. **Distribution of vouchers for fruits and vegetables for WIC families begins June 1.**

Jennifer Gaal completed **Head Start Food Service Audits**.

Jennifer Gaal and Laryssa Germundson attended the **Breastfeeding Coalition of South Central Wisconsin Meeting**.



# Jefferson County Health Department March 2018 Monthly Report

## Public Health Update

Nancy Schneider and Mary Magnuson provided a power point presentation about **"Bedtime Routines"** to approximately 14 **Head Start** parents at 2 Head Start sites.

Participated in the **Family Assistance Center Functional Exercise**; overall the drill went well. Following the drill, ideas and suggestions were shared regarding process improvement.

In effort to collaborate and increase referrals, Mary Magnuson, Amy Fairfield and Mary Wollet met with approx. 20 **Work Force Development** staff to educate them about **Prenatal Care Coordination, Parents As Teachers and the WIC program** and the help it offers to low-income families. There was good conversation and an improved understanding of the services each agency provides.

**CPJC (Community Partners of Jefferson County)** met for the 3rd time with Chief Pileggi and Captain Lutz of the City of Jefferson Police Department. National news about ICE raids and DACA has caused many of our local Latino individuals and families to fear or mistrust our local law enforcement, and therefore crimes that need reporting are sometimes not being reported. After meeting with local law enforcement, CPJC has written articles on the importance of reporting crimes and have worked to better understand the impact that ICE may have here in Jefferson County. At a meeting in December, local law enforcement met with an ICE officer who confirmed that, in our region of Wisconsin & Minnesota, there are 2 assigned ICE officers and for now they are only looking for the people who have committed severe crimes. In addition, if ICE needs to detain someone in Jefferson County, local law enforcement would be the first to know. CPJC found this was informative to help dispel rumors that there are not currently "ICE raids" occurring at our local factories or business places. The City of Jefferson Police Department continues to emphasize that it does not matter your ethnicity, gender, race or appearance-- all crimes are treated equally.

Katrina Wichlacz participated in the **Rock River Free Clinic Board of Directors' 2018 goal setting session**.

Nancy Schneider, Mary Magnuson, Amanda Lenz, Diane Nelson and WIC staff – Mary Wollet, Vicki Gallardo and Jennifer Gaal attended the **First Breath Annual Training Conference** and learned about mental health and nicotine addiction.

Diane Nelson and Melissa Koenigs participated in the on-going **Alternative Response Reviews with Child Protective Services**.

Diane Nelson conducted the **Public Health staff meeting**, continued work on updating **Policies and Procedures**, and met with each staff **one-on-one**.

Diane Nelson made a site visit with the **Greater Watertown Community Health Foundation** to Brown County United Way Task Force that is implementing **prevention based strategies supporting children and families** to learn what they are doing.

Staff participated in the **Communicable Disease webinar on Opioids and Hepatitis B**.

The Health Department has **2 UW School of Nursing students** this semester for their **Public Health Clinical**.

**Amanda Lenz gave birth** to a healthy baby boy. The staff are all proud "Aunts!"

## Goals for April 2018

- ✓ Continue updating the Public Health Preparedness Plan including updating Key Contact Lists and training of Michele Schmidt on WEAVR administration. WEAVR is the state-wide volunteer registry.
- ✓ Continue Munis implementation.
- ✓ Further develop the Community Health Improvement Plan (CHIP).
- ✓ Continue to implement the "Parents as Teachers" program and participate in the Communities of Practice.
- ✓ Participate in a PHEP exercise with the South Central Wisconsin Healthcare Emergency Readiness Coalition.
- ✓ Participate in an exercise with FS Insight, EM and community responders.
- ✓ Complete the Mass Immunization Clinics After Action Report.
- ✓ Update the Health Department Strategic Plan including the Mission and Vision Statements.
- ✓ Continue developing the Health Department Annual Report.
- ✓ Update policies/procedures with planned meetings to keep us on track.
- ✓ Prepare for the school-based influenza clinics to be held in the Fall.
- ✓ Work with Fort HealthCare to write for "phase 2" of the Healthiest Communities designation.
- ✓ Apply for grant funding for joint services agreement for the Jefferson County Environmental Health Consortium.
- ✓ Support grant application for joint services for the Travel Vaccine Clinic in Rock County.
- ✓ Apply for a Drug Free Coalition grant from Department of Health Services.

# Jefferson County Health Department April 2018 Monthly Report

## Financial Update

### 2018 = Revenue & Expense Report as of 3/31/2018:

Revenues (collected & to-be-collected): \$135,206.33

Expenses: (\$377,136.16)

Prorated Budgeted Tax levy Applied: \$210,672.75

Net Estimated Deficit as of 3/31/2018: (\$31,257.08)

Note: 2018 Budgeted Fund Balance Available to cover any deficit at year-end: \$154,545.00

## Public Health Update

### Car Seat Checks

We continue to complete monthly car seat checks, seven for the month of April, and are observing trends consistent national numbers, including only 36% of forward facing seats being tethered correctly. It is not uncommon for a parent to not realize the seat has a tether and there are others who creatively use the strap. The most recent observation was a tether was wound tight on the seatbelt "to get it out of the way." The tether is designed to hold the back of the car seat against the seat of the car in the event of a crash, lessening the risk of a head injury. Our education with parents includes additional teaching in this area.

### Childhood Lead Poisoning Prevention

With the warmer weather, we are seeing an increase in the number of children with elevated blood lead levels over 5. There are eleven cases that we are actively involved in, four of the children have a level over 10. Under new MA guidelines, we are now able to bill for in home visits for screening and education and have completed our first billable visit.

### Community Support Program

Nurse visits at the Community Support Program typically include administering psychotropic injections and drawing labwork, with the average number of people seen per month around 40 to 50. During the brief visits other medical concerns are sometimes brought up, as is the case of a man in his early 30's, who recently came in for a routine injection. He complained of not feeling well and a quick blood pressure check showed that his blood pressure was significantly elevated requiring follow up with his physician. Although his family history was positive for hypertension and heart disease, he had no prior issues and thought he was too young to develop symptoms. I enjoy that I will have the opportunity to do ongoing education, especially on lifestyle choices, in regards to management of hi BP during his subsequent injection visits.

### Other Public Health Activities:

- ✓ WIR User group meeting in Madison- Diane
- ✓ WIR webinar on open re- enrollment/VFC reports
- ✓ Next Pandemic: Lessons from History video in preparation for an exercise
- ✓ South Central Wisconsin Healthcare Emergency Readiness Coalition Tabletop exercise on Pandemic Influenza- Gail, Diane, Emi, Katrina, student
- ✓ National Child Death Review Case Reporting changes to data entry and reporting system
- ✓ All Team Huddle- GWHCF- Diane, Amy, Mary M
- ✓ Hired every other weekend jail RN
- ✓ PH monthly meeting
- ✓ Human Resources presentation on Workplace Bullying- Diane
- ✓ Child Death Review Team meeting with 1 suicide death reviewed and review of local data collected and analyzed with Children's Health Alliance data tech support
- ✓ Opioid Documentary and panel in Watertown- Emi and student
- ✓ Active shooter training- Diane, Amy, Emi, Kat, Nancy, Mary M
- ✓ Keeping Kids Alive Annual Summit- Oshkosh- Diane
- ✓ Citizens Review Panel with CPS- Diane
- ✓ Department of Health Service Webinar update on measles exposure to confirmed out of state case visiting in Wisconsin
- ✓ All Children Healthy Action Team Meeting- Diane, Amy, Mary M (Mary presented)
- ✓ Greater Watertown Foundation – Parent as Teacher Community of Practice- Emi, Nancy, Mary M, Amy, Diane
- ✓ Wisconsin Department of Transportation (DOT) visit from National DOT- request a car seat tech from Jefferson be on a panel to talk about Jefferson's car seat program- Mary M



## Jefferson County Health Department April 2018 Monthly Report

- ✓ Fort Children's Share and Care Fair- Nancy
- ✓ Protective Factors Training 6 wk course- Mary M and Amy
- ✓ Jail immunization clinic 5 vaccines to 4 inmates
- ✓ Immunizations- 42 vaccines given to 17 clients
- ✓ Jail nurse visits 318
- ✓ Public Health Emergency Preparedness (PHEP) Q&A – Gail
- ✓ Tabletop Exercise with Jefferson County Emergency Management, Jefferson Fire Department, Jefferson Police Department and Insight FS – Gail
- ✓ WALHDAB monthly meeting – Gail
- ✓ Worked on Wisconsin Healthy Communities Designation with Fort HealthCare – Gail and Emi

### WIC Program Update by Mary Wollet, RD, WIC Project Director

WIC continued our work with Collective (breastfeeding initiative) and Community Health Improvement Plan (CHIP) by meeting with Watertown Regional Medical Center/Center for Women's Health and Watertown Department of Public Health staff. As a result of this meeting, Jennifer Gaal and Carol Schwab (Dodge County WIC Director) are designing a form that prenatal women can text to WIC for application information. Other activities in April include preparing the list of approved farmers markets and farm stands for the Farmers Market Nutrition Program. We also prepared for our WIC Management Evaluation in May, which consists of clinic observation and document review.

### Goals for May 2018

- ✓ Continue updating the Public Health Preparedness Plan including updating Key Contact Lists and training of Michele Schmidt on WEAVR administration. WEAVR is the state-wide volunteer registry.
- ✓ Continue Munis implementation.
- ✓ Further develop the Community Health Improvement Plan (CHIP).
- ✓ Continue to implement the "Parents as Teachers" program and participate in the Communities of Practice.
- ✓ Complete the Mass Immunization Clinics After Action Report.
- ✓ Update the Health Department Strategic Plan including the Mission and Vision Statements.
- ✓ Update policies/procedures with planned meetings to keep us on track.
- ✓ Prepare for the school-based influenza clinics to be held in the Fall.
- ✓ Work with Fort HealthCare to write for "phase 2" of the Wisconsin Healthy Communities designation.
- ✓ Host an Immunization Coalition meeting.
- ✓ Attend Pipeline Safety training and exercise.