



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 Agenda

Health Department Conference Room

1541 Annex Road, Jefferson, WI 53549

August 29, 2018

1 p.m.

Board Members

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

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. **Approval of Board of Health Minutes for May 30, 2018 Meeting**
6. **Communications**
 - a. WIC Gold Loving Support Award of Excellence
7. **Public Comment** (Members of the Public who wish to address the Board on specific agenda items must register their request at this time)
8. **Potential Tobacco Free Fair Park Presentation**

Troy Barnett, Manager, Health Promotions-Tobacco Control, American Lung Association in Wisconsin
Sam Taimmesch, Intern, American Lung Association of Wisconsin
Emi Reiner, Jefferson County Health Department
9. **Update and Possible Action on Community Health Improvement Plan and Process**
10. **Review of Health Department Financial Report**
 - a. Review and Discussion of Income Statement
 - b. Review and Possible Action for 2019 Budget
11. **Operational Update of the Environmental Health Program**
 - a. Review and Discussion of Abated Human Health Hazard
 - b. Review and Discussion of Declared Human Health Hazards
12. **Discussion of Public Health Preparedness Program**
 - a. Recent Exercises and Meetings
13. **Discussion of Public Health Program**
 - a. Review of Statistics
 - b. Review of Communicable Disease Cases Reported
 - c. 140 Review Process and Date of Review
 - d. Review and Possible Action on Medical Advisor Policy and Procedure
 - e. Appointment of Dr. Williams as Medical Director
 - f. Proposal to Combine Board of Health and Human Services Board
 - g. Community Dental Clinic and Rock River Free Clinic Updates
 - h. Review and Possible Action on Rural Opioid Response Grant
 - i. Strategic Plan Update and Request for Active Input
14. **Discussion of Health Department Monthly Report**
15. **Future Agenda Items**
16. **Adjourn**

Next Scheduled Meeting: Wednesday – November 28, 2018

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, May 30, 2018

Call to Order: G. Scott called the meeting to order at 1:02 p.m.

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

Board Members Present: Marie Wiesmann, Chair, RN, BSN, Dick Schultz, Conor Nelan, Don Williams, MD

Guests Present: Blair Ward, Corporation Counsel, Amanda Vicente, Student Nurse, Samantha LaMuro, Fort HealthCare, Anita Martin, Tarasa Lown

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

Certification of Compliance with the Open Meetings Law: Confirmed by G. Scott, Director

Approval of the Agenda: No changes requested.

Election of Committee Chair, Vice Chair and Secretary:

Chair: M. Wiesmann nominated D. Williams, MD as Chair; D. Schultz second; no other nominations; nominations closed; D. Schultz moved to accept D. Williams, MD as Chair; second M. Wiesmann; motion carried unanimously.

Vice Chair: D. Schultz nominated C. Nelan as Vice Chair; M. Wiesmann second; no other nominations; nominations closed; D. Schultz moved to accept C. Nelan as Vice Chair; second M. Wiesmann; motion carried unanimously.

Secretary: D. Schultz nominated M. Wiesmann as Secretary; D. Williams, MD second; no other nominations; nominations closed; D. Schultz moved to accept M. Wiesmann as Secretary; second C. Nelan; motion carried unanimously.

Overview of Open Meetings Law: B. Ward, Corporation Counsel, spoke to the committee regarding the Open Meetings Law. It was noted that the Board of Health committee will have a 5th member appointed by the August meeting.

Board Orientation Packet: G. Scott introduced Conor Nelan, new Board of Health member. He had been presented with a new member Health Department information packet. Conor stated he had requested to serve on the Board of Health as he has many years of experience designing hospitals/clinics and is interested in healthcare.

Approval of Board of Health Minutes for February 28, 2018 Meeting: Motion by D. Schultz to approve the minutes as written; second by M. Wiesmann; motion carried unanimously.

Communications: G. Scott shared a letter received from the Watertown Regional Medical Center thanking Mary Wollet, WIC Director and Jennifer Gaal, WIC Registered Dietitian for their presentation to their medical staff. A copy of the letter will be placed in their personnel files. D. Nelson reported that the presentation was in support of the Community Health Improvement Plan (CHIP) and to raise awareness about increasing WIC referrals and breastfeeding rates.

Public Comment: None

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:

G. Scott introduced Mary Magnuson, Public Health RN and Tarasa Lown, Program Officer of the Greater Watertown Community Health Foundation. The Foundation funded the Health Department's "Parents as Teachers" program and works closely on initiatives. Tarasa spoke about a community awareness campaign in Dodge and Jefferson counties that promotes parents being the first and best teacher for a child called "Talk-Read-Play." A free daily app called VROOM focuses on ages 0 – 5 and promotes daily activities and the message that learning begins at birth. The app may be downloaded at the Dodge and Jefferson County website: talkreadplaywi.com. The community is encouraged to help get information out about this program by displaying posters, promoting it on social media posts, offering financial support to buy books and get them into the hands of kids. D. Williams, MD requested that Health Department staff meet with Fort HealthCare clinics to promote this program.

Review of Health Department Financial Report

- a. **Review and Discussion of Income Statement:** S. Schunk reviewed the April 30, 2018 Statement of Revenue & Expenditures Report included in the meeting packet that shows an estimated deficit of (\$30,226.93). The 2018 budgeted reserve funding available in the amount of \$154,545 will be used to offset any year-end deficit. It was reported that 2018 WIC funding was just released and it is \$13,329 lower than what was expected and budgeted for 2018. Motion by M. Wiesmann to approve the financial report; second by D. Schultz; motion carried unanimously.

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:

G. Scott reported that these amendments are being reviewed by Ben Wehmeier, County Administrator and Marc DeVries, Finance Director. It has not been decided if they need to go to County Finance and County Board for approval. It was also noted that the Board of Health's involvement in approving financial reports and budget amendments helps to meet 140 Review requirements for Health Department designation as a Level I, II or III. G. Scott reported that D. Nelson, M. Magnuson and herself attended the Green Bay conference May 22nd – May 24th. The scholarship funding covered registration, lodging, travel expense, meals and some payroll expense.

c. Discussion and Possible Action to Amend the Budget to Include \$5,600 in Communicable Disease Prevention Funding for Disease Surveillance and Investigation:

G. Scott reported this funding is for some of Katrina Wichlacz, RN's time working on communicable disease and saves Public Health tax levy dollars for salary and benefits. This funding has already been used in full.

d. Discussion and Possible Action to Amend the Budget to Include \$1,291.32 in Adult Immunization Grant Funding:

This funding is being used for medical provider education through "lunch-n-learns" regarding increasing adult immunization rates and using the Wisconsin Immunization Registry (WIR) reports for tracking.

Motion by D. Schultz to approve and forward the 3 budget amendments to the Jefferson County Finance Committee and Jefferson County Board if their approval is needed; second by M. Wiesmann; motion carried unanimously.

Operational Update of the Environmental Health Program: G. Scott reported that Jeff Larkin, Environmental Specialist, has resigned from the Watertown Health Department and now works for the State. A new grad, Tyler Kubicek, new grad from UW Oshkosh has been hired to replace Jeff and starts on June 4th. Per a report from Kaylie Wroblewski, Environmental Health Specialist, they are busy with pre-inspections on new establishments, 80 routine inspections remaining out of 600 will be completed by June 30th, a recent chemical exposure at a Johnson Creek hotel swimming pool resulted in the pool being closed until electrical/pump repairs are completed and a re-inspection is passed, temporary event licensing at seasonal fairs/food vendors is starting.

Discussion of Public Health Preparedness Program

- a. Recent Exercises and Meetings:** G. Scott reported on a Sullivan junkyard fire and Health Department response. Scott updated the Board on the trainings and exercises upcoming and attended. The new Preparedness grant objectives are to take effect July 1, 2018.

Discussion of Public Health Program

- a. Review of Statistics:** D. Nelson reported that she attended a session on lead at the recent WALHDAB conference and the State plans to test more kids with increased lead screening guidelines. WIC has been at 93% of assigned caseload resulting in a decrease in 2018 funding. Decreased WIC caseloads are a statewide issue. WIC staff is working with Watertown hospital for referrals and trying to encourage increased client use of WIC benefits.
- b. Review of Communicable Disease Cases Reported:** D. Nelson reported that the statistics reflect changes in the new State WEDDS system that was effective April 21st.
- c. Community Health Improvement Plan Update:** G. Scott updated the Board on the work on the Community Health Improvement Plan (CHIP) in the three priority areas. Diane N. reported that jail nursing visits are high. Vivitrol, an opioid antagonist, has been donated by a drug company for jail inmates. M. Wiesmann noted that the jail nursing staff does a great job.
- d. Community Dental Clinic and Rock River Free Clinic Updates:** G. Scott reported that the Community Dental Clinic may become a satellite clinic for Access Community Health Centers (based in Madison) in 2019.

Discussion of Health Department Monthly Report: G. Scott reviewed the information included in the meeting packet. D. Nelson reported that Mary Magnuson, Public Health RN, was asked to represent Child Passenger Safety Programs for the state. She was interviewed about the Health Department car seat program for the Wisconsin Department of Transportation Occupant Protection Program assessment from the National Highway Traffic Safety Administration.

Schedule November Meeting: The meeting will be held on Wednesday, November 28th at 1:00 p.m.
Next scheduled meeting is Wednesday, August 22nd at 1:00 p.m.

Future Agenda Items: None

Adjourn: *Motion by D. Schultz to adjourn at 2:28 p.m.; second by M. Wiesmann; motion carried unanimously.*

Respectfully submitted,
Sandee Schunk Clerical/Recorder



**United States
Department
of
Agriculture** Mary Wollet, Project Director
Jefferson County Health Department
N1541 Annex Road
Jefferson, WI 53549

Food and
Nutrition
Service

August 7, 2018

Midwest Region

77 W. Jackson Blvd.
20th Floor
Chicago, IL
60604-3591

Dear Mary,

Congratulations! We are pleased to announce that Jefferson County Health Department is a recipient of the Gold Loving Support Award of Excellence 2018.

The Loving Support Award of Excellence was established by the U.S. Department of Agriculture, Food and Nutrition Service, Special Supplemental Nutrition Program for Women, Infants and Children, to recognize local WIC agencies that provide exemplary breastfeeding programs and support services in their local communities.

You are among the 90 awardees this year. A total of 78 WIC local agencies received Gold award certificates and 12 WIC local agencies received Premiere award certificates. This award is valid for a four year period; however you may apply for an award of higher achievement after one year from the date of this award.

As we celebrate National WIC Breastfeeding Week, we would like to take the opportunity to thank you for the work that you do each day to support and promote breastfeeding in your community.

Find enclosed a certificate of excellence. If you would like assistance in promoting your achievement our public affairs staff is happy to assist you. Please contact Penny Weaver at penny.weaver@fns.usda.gov.

A handwritten signature in dark ink, appearing to read "Julie Mikkelsen", with a stylized, flowing script.

JULIE MIKKELSON
Division Director
Special Nutrition Programs

Cc: Lisa Murphy

Gail Scott

To: Mary Wollet
Subject: RE: Loving Support Award of Excellence

From: Fritsch, Katrina F - DHS [<mailto:Katrina.Fritsch@dhs.wisconsin.gov>]
Sent: Monday, August 06, 2018 10:14 AM
To: Mary Wollet; Jennifer Gaal
Cc: Bolton, Marilyn L - DHS
Subject: Loving Support Award of Excellence

Good morning Mary and Jennifer,

I'm excited to let you know that Jefferson County WIC is being awarded the Gold Loving Support Award of Excellence! Congratulations!

I will be making the announcement to recognize this achievement in the upcoming FMR.

I am wondering if you have an idea for how you would like to receive the award? USDA informed me that the awards have gone out in the mail, and I should have the physical award in my hands this week. It would be great to present it to you in person, so I was thinking we could do so at the October regional administration meetings, but if you have another idea (any upcoming events for breastfeeding month?), please let me know!

Thank you, and congratulations again!

Katrina Fritsch, RDN, CD, CLS
State WIC Breastfeeding Peer Counseling Coordinator
Wisconsin Department of Health Services | Division of Public Health
1 West Wilson St, Room 243 | Madison, WI 53703
Phone: 608-267-9186 | Email: katrina.fritsch@dhs.wisconsin.gov



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Jefferson County Health Department - Statement of Revenues & Expenditures:

01/01/2018 - 07/31/2018	YTD Actual	Prorated Budget	Annual Budget	YTD Budget Variance
REVENUE:				
Total WIC	\$ 190,085.16	\$ 190,009.74	\$ 327,603.00	\$ 75.42
Public Health Fee for Service	\$ 59,591.98	\$ 84,558.78	\$ 145,791.00	\$ (24,966.80)
Public Health Grant Income	\$ 72,820.90	\$ 60,752.87	\$ 104,746.32	\$ 12,068.03
Total Public Health	\$ 132,412.88	\$ 145,311.65	\$ 250,537.32	\$ (12,898.77)
Total Income	\$ 322,498.04	\$ 335,321.39	\$ 578,140.32	\$ (12,823.35)
EXPENSE:				
Total WIC	\$ 190,085.16	\$ 190,009.74	\$ 327,603.00	\$ 75.42
WIC 4201 - 420109	\$ 174,708.34	\$ 172,790.70	\$ 297,915.00	\$ 1,917.64
WIC Fit Family 4202	\$ 9,056.70	\$ 10,010.80	\$ 17,260.00	\$ (954.10)
WIC Peer Counselor 4203-420309	\$ 6,320.12	\$ 7,208.24	\$ 12,428.00	\$ (888.12)
Total Public Health	\$ 690,101.92	\$ 724,907.97	\$ 1,249,841.32	\$ (34,806.05)
Total Expense	\$ 880,187.08	\$ 914,917.71	\$ 1,577,444.32	\$ (34,730.63)
2018 SUMMARY				
Total 2018 Income YTD:	\$ 322,498.04	\$ 335,321.39	\$ 578,140.32	\$ (12,823.35)
2018 County Tax Levy Applied:	\$ 491,569.75	\$ 491,569.75	\$ 842,691.00	\$ -
Total 2018 Revenue:	\$ 814,067.79		\$ 1,420,831.32	
Total 2018 Expense:	\$ 880,187.08	\$ 914,917.71	\$ 1,577,444.32	\$ (34,730.63)
Deficit = 2018 Annual Activity (Revenue vs. Expenses):	\$ (66,119.29)		\$ (156,613.00)	
2017 Restricted Carryover Funds Applied to 2018*	\$ 2,426.00	\$ 2,424.98	\$ 4,181.00	\$ 1.02
2018 Budgeted Reserve Funds Applied to Deficit:		\$ (89,636.10)	\$ (154,545.00)	\$ (89,636.10)
2018 "estimated" balance as of 7/31/18:	\$ (63,693.29)			

*Prior Year Carryover Funds Used In 2018:	Summary:
2017 Carryover P.A.T. (\$ 500 donation; \$ 3,681 Renewal)	\$ 2,426.00
Total Carryover Applied to 2018 (in & out):	\$ 2,426.00

Fund Balance Summary		
"2017" End-of-Year Fund Balance:	\$ 656,149.00	Per Finance
Working Capital "2 month" Required Minimum	\$ (263,010.00)	Per Finance
Working Capital "3rd Month" Goal:	\$ (131,505.00)	Per Finance
2018 Pre-Paid Expenditures:	\$ (20,574.00)	Per Finance
"2018" Reserve Funds Available:	\$ (154,545.00)	Budgeted 2018
"Estimated" Unassigned Fund Balance 12/31/18:	\$ 86,515.00	Per Finance

Health Department Programs ORGs	Estimated Revenue 2018	Estimated Expenses 2018	Projected 2018 End of Year	Requested Revenue 2019	Requested Expenses 2019	2019 Requested Budget
4201- 420109 - WIC Grant***	\$ 307,923.00	\$ 307,923.00	\$ -	\$ 297,915.00	\$ 297,915.00	\$ -
4202 - WIC SNAP Ed - Fit Family	\$ 17,260.00	\$ 17,260.00		\$ 17,605.00	\$ 17,605.00	\$ -
4203 - 420309 - WIC Peer Counselors	\$ 12,428.00	\$ 12,428.00	\$ -	\$ 12,210.00	\$ 12,210.00	\$ -
4101 - Public Health	\$ 59,139.00	\$ 997,774.00	\$ (938,635.00)	\$ 57,456.00	\$ 1,028,767.00	\$ (971,311.00)
4102 - MCH Consolidated Contract	\$ 20,293.00	\$ 29,145.00	\$ (8,852.00)	\$ 20,293.00	\$ 26,744.00	\$ (6,451.00)
4103 - Lead Consolidated Contract	\$ 6,366.00	\$ 14,189.00	\$ (7,823.00)	\$ 6,366.00	\$ 11,821.00	\$ (5,455.00)
4104 - Immunization Consolidated Contract	\$ 13,210.00	\$ 18,434.00	\$ (5,224.00)	\$ 13,210.00	\$ 18,487.00	\$ (5,277.00)
4114 - TB Dispensary	\$ 400.00	\$ 300.00	\$ 100.00	\$ 400.00	\$ 300.00	\$ 100.00
4112 - 411204 - Headstart Nursing	\$ 9,571.00	\$ 9,571.00	\$ -	\$ 12,913.00	\$ 12,913.00	\$ -
4110 - Environmental Health	\$ -	\$ 35,000.00	\$ (35,000.00)	\$ -	\$ 35,000.00	\$ (35,000.00)
4111- Mental Health Nursing	\$ 14,363.00	\$ 14,363.00	\$ -	\$ 14,701.00	\$ 14,701.00	\$ -
4113 - Rock River Free Clinic Services	\$ 53,781.00	\$ 53,781.00	\$ -	\$ 56,462.00	\$ 56,462.00	\$ -
4107 - 410702 - Public Health Preparedness**	\$ 56,946.00	\$ 56,946.00	\$ -	\$ 54,846.00	\$ 54,846.00	\$ -
4108 - PHHS Prevention/QI	\$ 1,040.00	\$ 1,040.00	\$ -	\$ 1,040.00	\$ 1,040.00	\$ -
4106 - Increasing Adult Immunizations Grant	\$ 1,013.99	\$ 1,013.99	\$ -	\$ -	\$ -	\$ -
4120 - Communicable Disease Prevention	\$ 5,600.00	\$ 5,600.00	\$ -	\$ 5,181.00	\$ 5,181.00	\$ -
Totals:	\$ 579,333.99	\$ 1,574,767.99	\$ (995,434.00)	\$ 570,598.00	\$ 1,593,992.00	\$ (1,023,394.00)

"2018" Adopted Tax Levy:	\$ 842,691.00
2017 Carryover funds into 2018 for book donation:	\$ 506.00
Budgeted Fund Balance to apply to "2018":	\$ 154,545.00
Estimated "SURPLUS" Balance for 2018:	\$ 2,308.00

"2019" Revenue vs. Expenses:	\$ (1,023,394.00)
"2019" Tax Levy "Goal" (ORG 4115):	\$ 864,671.00
Estimated Amount over "2019" Tax Levy Goal:	\$ (158,723.00) Matches budget sheets
Requested Reserve Fund to be Applied to Deficit:	\$ 88,823.00 **Available "estimate"
"2019" Estimated Deficit:	\$ (69,900.00) Exceeds Tax Levy Goal & Fund Balance

Unassigned Fund Balance at closing of 2017:	\$ 656,149.00
Nonspendable per 2017 Balance Sheet = Prepaids:	\$ (20,574.00)
Fund Balance budgeted in 2018:	\$ (154,545.00)
Unassigned Fund Balance 12/31/17:	\$ 481,030.00
Working Capital 2 month required minimum	\$ (263,010.00)
Working Capital 3 month goal	\$ (131,505.00)
Balance available per Finance 12/31/2017:	\$ 86,515.00
Estimated Budgeted Fund Balance 2018:	\$ 2,308.00
Estimated Fund Balance available for 2019 Budget:	\$ 88,823.00
Requested Reserve Applied to 2019 Budget:	\$ (88,823.00)
Fund Balance = Depleted	\$ -

Xcel 2019 Budget Summary updated 07/25/2018-ss

Notes:

Grant ORGs = equal zero balance: WIC (4201-420109)/Fit Family (4202)/WIC Peer (4203-420309)/Preparedness(4107-410702)/Comm. Dis. (4120)/PHHS (4108)
Fee-for-Service ORGs = zero balance: Head Start (4112-411204)/Mental Health (4111)/Free Clinic (4113)



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2018 Public Health Emergency Preparedness Meetings and Trainings

- ✓ Public Health Emergency Preparedness (PHEP) Q&A (bi-weekly webinar)
- ✓ Child Care Providers Emergency Preparedness workshop planning meetings
- ✓ Local Emergency Planning Committee (LEPC) meetings (Quarterly)
- ✓ South Central Wisconsin Healthcare Emergency Readiness Coalition (SCWIHERC) meetings (bi-monthly)
- ✓ Points of Dispensing (POD) training and exercise (Region 7 in Pewaukee)
- ✓ Mass Casualty exercise in Fort Atkinson
- ✓ Family Assistance Center training and exercise (DHS in WI Dells)
- ✓ MABAS 188 Division meetings
- ✓ EMS Chiefs meetings
- ✓ Family Assistance Center workshop (HD & HS)
- ✓ Mass Clinic planning and exercise with UW Whitewater
- ✓ SCWIHERC East Area Medical Coordination workshop
- ✓ Region 5 Coalition Surge Test exercise (virtual)
- ✓ Family Assistance Center exercise (HD & HS)
- ✓ Pipeline training in Madison
- ✓ Pipeline exercise with Enbridge in Fort Atkinson
- ✓ Insight FS exercise in Jefferson
- ✓ Pandemic exercise in Madison
- ✓ Foodborne Outbreak exercise in New Berlin

Public Health Program Statistics 2018

Public Health Statistics	2017	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2018
Blood Lead Level Screenings	456	48	35	32	49	21	39	48						272
Blood Lead Level (> 10ug/dL)	15	0	0	0	1	2	2	0						5
Blood Lead Levels (5-9 mcg/dL)	24	1	2	0	2	1	2	4						12
PHN Well Water Samples	28	1	2	1	0	3	2	0						9
Car Safety Seat Inspections	127	4	11	8	7	10	8	7						55
Cribs for Kids/ Safe Sleep	28	4	0	0	2	1	2	2						11
County Jail Client Visits	4786	358	314	386	318	390	381	319						2466
Jail immunizations	75	1	7	3	5	2	1	10						29
Health Education Sessions/ Events	39	5	3	3	9	8	6	10						44
Communicable Disease Cases	370	39	22	37	21	30	29	16						194
Specimen submission for rabies	16	1	0	0	0	1	0	2						4
Healthy Smiles Referrals	39	1	5	3	6	7	4			0			0	26
Fluoride Varnish Contacts	154	2	3	1	1	2	0	9						18
Mental Health CSP Visits	602	61	49	48	48	65	51	71						393
Prenatal Care Coordination clients	45	1	5	1	3	1	1	1						13
Public Health Contacts	2992	293	311	217	245	256	256	249						1827
Immunizations Given	1437	65	35	31	42	20	32	61						286
Immunization Clients	853	25	16	14	17	13	11	28						124
Office Clients Blood Pressures	55	1	0	2	2	0	1	3						9
Office Clients Mental Health Meds	120	13	10	15	12	14	15	17						96
Office Clients TB Skin Tests	160	27	18	18	17	14	25	10						129
Office Pregnancy Tests	57	1	4	4	4	2	2	6						23
Well Child/HealthCheck Exams	22	1	0	0	1	0	0	0						2
WIC Monthly Caseload Average (1280)	1251	1210	1183	1183	1198	1158	1155	1149						94%
WIC Breastfeeding Peer Support Visits	500	43	51	38	30	41	32	39						274
First Breath Enrollees	7	0	0	2	0	0	0	1						3



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

County Board of Health Report

Jurisdiction: Jefferson County

Received Date: 6/1/2018 to 6/30/2018

Disease	Confirmed	Probable	Suspect	Not A Case	Total
CHLAMYDIA TRACHOMATIS INFECTION	17	0	0	0	17
LYME DISEASE (B.BURGDORFERI)	3	1	1	2	7
CAMPYLOBACTERIOSIS	1	1	0	0	2
MYCOBACTERIAL DISEASE (NON- TUBERCULOUS)	2	0	0	0	2
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	0	0	0	2	2
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	2	0	0	0	2
LEGIONELLOSIS	1	0	0	0	1
MUMPS	0	0	0	1	1
ROCKY MOUNTAIN SPOTTED FEVER	0	0	0	1	1
STREPTOCOCCUS PNEUMONIAE, INVASIVE DISEASE	1	0	0	0	1
SYPHILIS REACTOR	0	0	0	1	1
VARICELLA (CHICKENPOX)	0	0	0	1	1
Total	27	2	1	8	38

Default Filters: 'State' EQUAL TO 'WI'



**Wisconsin Department of Health Services
Division of Public Health
PHA VR - WEDSS**

County Board of Health Report

Jurisdiction: Jefferson County

Received Date: 7/1/2018 to 7/31/2018

Disease	Confirmed	Probable	Suspect	Not A Case	Total
CHLAMYDIA TRACHOMATIS INFECTION	9	0	0	0	9
SALMONELLOSIS	2	0	0	0	2
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	0	0	0	2	2
CAMPYLOBACTERIOSIS	1	0	0	0	1
CRYPTOSPORIDIOSIS	1	0	0	0	1
HEPATITIS A	0	0	0	1	1
HEPATITIS B, CHRONIC	0	0	0	1	1
LEGIONELLOSIS	1	0	0	0	1
LYME DISEASE (B.BURGDORFERI)	1	0	0	0	1
MYCOBACTERIAL DISEASE (NON- TUBERCULOUS)	1	0	0	0	1
PERTUSSIS (WHOOPING COUGH)	0	0	0	1	1
STREPTOCOCCAL INFECTION, OTHER INVASIVE	0	0	0	1	1
Total	16	0	0	6	22

Default Filters: 'State' EQUAL TO 'WI'

Gail Scott

From: Beach-Baumgartner, Christina A - DHS
<Christina.BeachBaumgartner@dhs.wisconsin.gov>
Sent: Monday, August 06, 2018 9:51 AM
To: Gail Scott; Diane Nelson
Cc: Siemers, Sheri L - DHS
Subject: Jefferson County 140 Review - Proposed Schedule to Prepare for Site Visit 11.29.2018
Attachments: DHS 140 Review SharePoint Instructions EIA Approved.docx; DHS 140 Review Level I Tool Instructions EIA Approved.docx; DHS 140 Review Level II III Instructions EIA Approved.docx; DHS 140 Review Level II III Program Decision Guide EIA Approved.pdf; Jefferson Co 140 Review Initial Memo 2018.pdf

Dear Gail,

Thank you for scheduling the Jefferson County Health Department 140 Review with the Southern Regional Office. You will find the materials for your 140 Review, including the directions and tools on the DHS 140 Review SharePoint site. Some of the instructions for using SharePoint and the tools have already been shared and are attached to this email for your reference, if needed. I've also attached the official memo acknowledging the scheduling of the 140 Review Site Visit for your health department; a hard copy will be mailed to your board of health chair, too.

I would like to propose the following timeline for us to use in preparation of your site visit. Please review the dates I've suggested and let me know what time you would like us to schedule the pre-site visit call for and/or if you would like us to consider any modifications:

- Evidence loaded into the 140 Review SharePoint Site by **5:00 pm on Friday, October 12, 2018.**
- Review Team will connect with you via Skype or conference call on **Wednesday, October 24, 2018**, for approximately an hour and a half to review materials uploaded in SharePoint. We are available for this phone call between 9:30 am – 3:00 pm. Please let me know your preferred time for this call and I will schedule that meeting for us.
- Site Visit at the Jefferson County Health Department from **9:00 am – 12:00 pm on Thursday, November 29, 2018.**

At this time, the DPH staff participating in your review include: Christina Beach-Baumgartner, Southern Region Office Director; and Sheri Siemers, Southern Region Public Health Educator. (We plan to include one other staff person from DPH to participate in the full 140 Review Process.)

Please don't hesitate to contact the Regional Office if you have any questions or need additional information.

Thank you very much for scheduling your 140 review with us.
Christina

Christina Beach-Baumgartner, MPH
Director, Division of Public Health - Southern Region Office
Office of Policy and Practice Alignment
1 W Wilson St, Rm 250
PO Box 2659
Madison, WI 53701-2659
Phone: 608-266-2757
Fax: 608-267-2832
Cell: 608-405-0252

POLICY TITLE:	Medical Advisor (Voluntary) Policy & Procedure
EFFECTIVE DATE:	08/29/2018
DATE REVIEWED/REVISED:	
AUTHORIZED BY:	Jefferson County Board of Health

Purpose Statement

The purpose of this policy is to provide guidance in securing a medical advisor for the Jefferson County Health Department. Voluntary medical advisors to the local health department help assure the safe delivery of health care services and public health services to individuals, families, and communities. Medical advisors provide formal delegation of medical acts to licensed professional nurses, licensed practical nurses, and lesser skilled assistants where required by Wisconsin Statute, Chapter 448, Medical Practices, and Wisconsin Statute, Chapter 441, Board of Nursing.

Physicians who are currently licensed and whose license is in good standing with the Wisconsin Department of Regulation and Licensing are eligible. Such physician advisors will be first sought from within the jurisdiction of the local health department, shall not be an employee of the Jefferson County Health Department, and shall serve in an uncompensated, voluntary position. Such physicians shall become state agents of the Wisconsin Department of Health Services for the purposes of Wisconsin Statutes s. 165.25 (6), s. 893.82 (3), and s. 895.46 for the services they provide for the programs and services of Jefferson County Health Department that require medical oversight. The designation of state agent status authorizes the State to provide legal representation to the volunteer medical advisor and to indemnify him or her from liability arising from the medical advisor's performance of duties.

POLICY

The Health Officer will identify a local voluntary medical advisor who meets the qualifications set forth above.

Persons Affected

Board of Health

Health department staff.

Residents of the community within the jurisdiction of the local health department.

Essential Public Health Services

This policy meets the statutorily required essential public health services of:

- Assure a diverse, adequate, and competent public health workforce to support the public health system.
- Enforce laws and regulations that protect health and ensure safety.

Legal Authority

Wisconsin Department of Health Services' Related Statutes and Administrative Rules:

- Wisconsin Statute Chapter 251, Local Health Officials
- Wisconsin Statute, Section 251.07, Certain physicians; state agency status
- Wisconsin Department of Health and Family Services , Administrative Rule, HFS 140, Required Services of Local Health Departments
- Wisconsin Statute Chapter 252, Communicable diseases
- Wisconsin Statute Chapter 448, Medical practices

Wisconsin Department of Regulation and Licensing Related Statutes and Administrative Rules:

- Wisconsin Statute Chapter 441, Board of Nursing
- Wisconsin Department of Regulation and Licensing, Administrative Rule, N6, Section 6.03, Standards of practice for registered nurses
- Wisconsin Department of Regulation and Licensing, Administrative Rule N6, Section 6.04, Standards of practice for licensed practical nurses

Wisconsin Department of Justice Related Statutes:

- Wisconsin Statute, Section 165.25 (6), Duties of Department of Justice
- Wisconsin Statute, Section 893.82 (3), Claims against state employees; notice of claim; limitation of damages.
- Wisconsin Statute, Section 895.46, State and political subdivisions thereof to pay judgments taken against officers.

PROCEDURE

Purpose Statement:

This procedure describes the process to secure, maintain, and involve the local voluntary medical advisor in the development of contemporary health and public health policy to protect the health and safety of the population served by the Jefferson County Health Department.

Who Performs Activities:

Local Health Officer

Medical Advisor Role and Responsibilities:

The medical advisor should be able to perform a range of roles and responsibilities based on current and emerging needs of the population. Voluntary medical advisors should demonstrate an interest in public health. Role, responsibilities, duties, and expectations include:

- Develop and authorize medical orders for delegated functions (as required in Administrative Rule N6(2), Performance of Delegated Medical Acts) to professional nurses, licensed practical nurses, and lesser skilled assistants employed by the local health department, for example: administration of vaccines; medications and treatments; collecting samples; carrying out invasive procedures.

- Connect medical practice to public health practice by providing consultation, technical assistance, and medical advice to the local health officer, health department, and the board of health for the required public health services of communicable diseases surveillance prevention and control, and human health hazard control. Content and topical areas may include: public health emergencies; human health hazards; disease outbreaks; epidemics; pandemics; and threats to the health of the public through atypical manifestations of current, emerging, and re-emerging communicable diseases or human health hazards.
- Connect medical practice to public health practice by providing consultation, technical assistance and medical advice to the local health officer, health department, and the board of health in the development of health promotion and disease prevention programs for the public including the generalized public health nursing program.
- Provide education and training, as needed, to the local health officer, health department, and board of health.
- Serve as a liaison in building effective collaborative partnerships between the Jefferson County Health Department and local medical and health care providers to protect the health and safety of the community.

Procedure:

1. A local, currently licensed primary care physician is identified who possesses the following attributes:
 - Possesses an interest and expertise in public health and prevention.
 - Supports the legal and societal role of the local health department.
 - Possesses capacity to provide routine and urgent medical advice and direction using medical and public health science and evidence. (Note: urgent in this case usually pertains to communicable threats to the health of the population.)
 - Willing to meet with the board of health and staff within the Jefferson County Health Department to build relationships and work on identified and emerging public health issues and concerns in the health department's jurisdiction.
 - Willing to develop and help implement the local community health improvement plan.
 - Willing to help build collaborative relationships between the health department and medical and health care providers within the in the jurisdiction of the local health department.
2. Physician agrees to become the voluntary, uncompensated medical officer.
3. Health Officer verifies current licensure of the physician and assurance his/her medical license is in good standing with the Wisconsin Department of Regulation and Licensing.
4. Health Officer submits documentation to the Board of Health for review and approval.
5. Health Officer assures orientation of the voluntary medical advisor.



Wisconsin Department of Safety and Professional Services

Credential/Licensing Search

Individual Search Results - Detail

Credential/License Summary for 23304

Name: WILLIAMS, DONALD LEE

Profession: MEDICINE AND SURGERY (20)

Credential/License Number: 23304-20

Location: FORT ATKINSON WI

Credential/License Type: regular

Status: License is current (Active)

Eligible To Practice: credential license is current

Credential/License current through: 10/31/2019

Granted date: 7/11/1980

Multi-state: N

Orders: NONE

Specialties: INTERNAL MEDICINE, PEDIATRICS

Other Names: NONE

[Requirement Code Description](#)

[Return to Search Results](#)

Consistent with The Joint Commission and NCQA standards for primary source verification. Data on this page is refreshed hourly.

Send questions or comments to dsps@wisconsin.gov.

Recommendations

1. Board Size:

Reduce the size of the County Board to 25 members.

2. Committee Structure:

Restructure Standing Committees as Follows (11 standing committees to 7):

- **Executive and Intergovernmental Cooperation Committee.** 7 members.
- **Finance and Personnel Committee.** Combine Finance and Human Resources Committees. 7 members.
- **Public Safety Committee.** Rename Law Enforcement and Emergency Management Committee. 7 members.
- **Public Works Committee.** Combine Buildings and Grounds and Highway Committee. 7 members.
- **Planning, Land Use, and Natural Resources Committee.** Combine Land and Water Conservation, Planning and Zoning, and Solid Waste and Air Quality Committees. 7 members.
- **Outdoor Recreation and Entertainment Committee.** Combine Fair Park and Parks Committee. 7 members plus 2 public members.
- **UW Extension Education Committee.** 7 members. (note: this is a placeholder, as the future of the current governance model of UW Extension is uncertain). 7 members.

In addition, consider consolidating Board of Health and Human Services Board into a **Health and Human Services Board**, with size and composition aligned with state statutes.

Jefferson County Health Department May 2018 Monthly Report

Financial Update

Revenue & Expense Report as of 4/30/2018:

Revenue (collected & to-be-collected): \$181,767.03 Prorated Budgeted Tax Levy applied: \$280,897.00

Total Revenue: \$462,664.03

Expenses: (\$493,299.64) 2017 carryover funds applied: \$408.68

Net Estimated Deficit as of 04/30/2018: (\$30,226.93)

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

Highlights by Emi Reiner, RN, BSN, MPH

Jefferson County Drug Free Coalition highlights (April/May)

- Opioid Prevention Forum and Town Hall – documentary screening and Q&A discussion with local leaders was attended by over 60 people. (see photo)
- Presented a workshop at the state-wide Keeping Kids Alive Conference about coalition's work
- Dose of Reality campaign throughout April: we aired 38 spots on WFAW-AM Radio reaching thousands of people in the county; media buys in Watertown Daily Times, Daily Union, Union Extra, and Lake Mills Leaders reaching 40,000 readers
- Watertown Mayor John David declared April as Underage Drinking Prevention and Awareness Month
- Distributed over 100 yard signs, banners, and decals to all local law enforcement (and any community member) in support of the Parents Who Host Lose the Most Campaign. (see photo)
- Met with three schools to discuss substance abuse issues in schools. Continued discussion with all school districts about county-wide coordination of the Youth Risk Behavior Survey starting in 2018/2019 school year.
- Distributed drug deactivation kits at senior meal site locations in Watertown and Fort Atkinson
- Presentation to Jefferson middle school PTO about tobacco use and vaping
- Outreach to Jefferson High School students during May Prevention Week about tobacco issues



CHIPP (Community Health Improvement Plan and Process)

- Consistent social media messages were sent across Dodge and Jefferson Counties to promote mental health and wellness
- Mental Health and Substance Abuse Resource Guide has been drafted by the group to be used across two counties
- WIC staff has been working with hospitals to promote breastfeeding initiatives and WIC information

Other

- Provided support to Fort Healthcare's Healthiest Community Designation application, specifically about the drug-free coalition's work with providing Narcan training and drug deactivation kits to support healthy environments/clean water.

Jefferson County Health Department May 2018 Monthly Report

General Public Health Activities by Diane Nelson, RN, BSN, MSN

- Breast Feeding Coalition meeting - Jennifer Gaal, Mary Wollet, Diane Nelson
- Human Resources Focus group on insurance - Katrina Wichlacz and Diane Nelson
- Interviews for new Environmental Sanitarian - Diane Nelson
- Networking visit to Palmyra High School Principal and Whitewater Middle School Counselor to encourage schools to do Youth Risk Behavior Survey next year which will help with drug free grant application. - Emi Reiner and Diane Nelson
- Monthly PH meeting – all management and staff; Diversity/ Social Justice training for staff
- PNCC Regional meeting in Madison – Mary Magnuson
- Coordinated Response Exercise with Pipeline companies- Gail Scott, Diane Nelson
- Follow up Mass Clinics for second Hep A immunizations
- Developmental Community of Learning (mandatory) call- Diane Nelson, Amy Fairfield, Mary Magnuson
- Update/ follow up meeting for Healthy Smiles for Moms and Babies with Children's Health Alliance- Lauren, Free Dental Clinic Barb Gudgeon, Emi Reiner and Diane Nelson
- Tech support call regarding MCH state contract grant on child development work- Gail Scott and Diane Nelson
- Jail Medical and Mental Health meeting
- Car seat inspection event at Jefferson Fire Dep Nancy Schneider, Vicki Gallardo, Amanda Lenz
- Annual Jail Health Care conference attended by Tania Wenzel and Sarah Luebke
- Annual Wisconsin Public Health Association/ WALHDAB Conference in Green Bay- Gail Scott, Diane Nelson, Mary Magnuson
- Conference call with Regional office regarding Strategic Plan planning- Gail Scott, Diane Nelson
- All Children Thrive action team meeting Diane Nelson, Amy Fairfield, Mary Magnuson
- WALHDAB Meeting – Gail Scott
- Public Health Preparedness Work - Child Care meeting to plan for future emergency preparedness training, Local Emergency Planning Committee meeting, PHEP Q&A – Gail Scott
- Community Dental Clinic Board meeting – Gail Scott
- Board of Health meeting
- Immunizations given for May: 20 vaccines to 13 clients
- Jail data: 390 Jail nurse visits; Jail immunizations to 2 inmates
- Communicable Disease Case data: 30 confirmed cases
- 10 Car Safety Seats were checked with 7 seats provided to families in need through the Bureau of Transportation Safety grant

Multiple staff off on extended leaves- 3 months, 3 weeks, upcoming surgery, and another is pending leave for 3 months

Immunization Coalition Meeting by Katrina Wichlacz, RN, MSN

A picture of Melissa and I the first time we hosted the Jefferson County Immunization Coalition meeting in May 2018. Positive feedback was received from those who attended and we were pleased to see that many attendees showed interest in helping to grow/continue Jefferson County Immunization Coalition's initiatives in 2018.



Social Justice Training by Katrina Wichlacz, RN, MSN

A wonderful Social Justice Training was hosted by CCS (Human Services) and the Health Department in collaboration with the UW Madison Social Justice Education Department. It included (2) 3-hour sessions facilitated by Caitlyn LoMonte, Social Justice Education Specialist, where staff could learn new terms/definitions related to social justice, reflect on internal social biases, talk about working with other diverse populations, learn how the "power of kindness" can go far when differences are present, and recognize that we as a society and a county must pool our resources and work together, to bring social justice to the forefront when working with our families and clients. Needless to say, after this training we all walked away empowered and refreshed!

Jefferson County Health Department May 2018 Monthly Report

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

- Management evaluation with Marilyn Bolton, WIC Regional Nutritionist and Kari Malone, WIC Nutrition Coordinator. We received commendations for our breastfeeding program, participant-centered techniques and positive customer surveys. We passed with many accolades regarding staff. State visitors didn't like the privacy at our front window/reception area and shared space with immunization clinic and Rock River Free Clinic. Management and staff are working on a solution.
- WIC Dietitian Jennifer Gaal participated in Coaching for Accountability training
- Mary Wollet developed and submitted the Jefferson County Health Department/WIC Fit Families plan and budget to the state
- Mary Wollet conducted the preauthorization visit and training of Jensen's Sentry food store in Lake Mills. Any time a WIC grocery changes hands or is a new store a local WIC representative must monitor prices, freshness and labeling of WIC foods.
- Jennifer G and Vicki Gallardo conducted a routine monitoring and training visit of the Fort Atkinson Pick N Save food store. Every 3 years local WIC staff monitors amounts, freshness and labeling of WIC foods.
- Vicki Gallardo participated in a car seat event at the Jefferson Fire Dept.
- Mary Wollet and Jennifer Gaal attended the CHIPP (Community Health Improvement Plan and Process) meeting. The focus of this meeting was breastfeeding and WIC nutrition.

Goals for June 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. Attend many PHEP trainings and exercises including learning more about closed Points of Dispensing for Long Term Care facilities and businesses.
- ✓ 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 and Improvement Plan. Submit to state.
- ✓ 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.
- ✓ Work with Dodge County and the 0-3 Program on a repeat training for Child Care Providers on Emergency Preparedness.
- ✓ Preceptor two nursing students, one from UW Green Bay and the other from Viterbo University.

JEFFERSON COUNTY HEALTH DEPARTMENT

JUNE 2018 MONTHLY REPORT

Financial Update

2018 = Revenue & Expense Report as of 5/31/2018:

Revenue (collected & to-be-collected): \$234,778.71

Prorated Budgeted Tax Levy applied: \$351,121.25

Total Revenue: \$585,899.96 Expenses: (\$638,556.37)

2017 carryover funds applied: \$408.68

Net Estimated Deficit as of 5/31/2018: (\$52,247.73)

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

Director/Health Officer Update by Gail Scott, RN, BSN

Public Health Preparedness Meetings/Trainings Attended:

Public Health Emergency Preparedness (PHEP) Question & Answer Webinar X2,
South Central Wisconsin Healthcare Emergency Readiness Coalition (SCWIHERC) Meeting
Points of Dispensing (POD) Training, Exercise and dissemination of Tool Kit
Emergency Readiness Childcare Planning meeting for conference
Mass Casualty Exercise with Emergency Management, Medical Examiner, Fort HealthCare, Ryan Brother Ambulance, Fort Atkinson Fire and Fort Atkinson Police Department
Family Assistance Training and Exercise

Other Meetings Attended:

Public Health Prevention Block Grant State-wide Advisory Committee
State-wide Health Impact Assessment on Re-incarceration Project
County Board Meeting to present 2017 Annual Report
Meeting with Jail Administrative Staff and Chief Deputy regarding 2019 Jail Nursing program staffing
Health Department Strategic Plan Update Planning meeting as well as Strategic Plan meeting for County
Preceptored RN to BSN UW Green Bay student
Quarterly meeting with Ben Wehmeier
Department Head meeting X2, Budget training, Committee & Board Chairs meeting
MCH Block Grant Mid-year review
WALHDAB monthly Director/Health Officer meeting
Numerous telephone calls, emails, faxes, letters and follow-up on mobile home Human Health Hazard issue

General Public Health Activities by Diane Nelson, RN, BSN, MSN

Continue to participate in Human Services Foster Care Alternative Response reviews with their individual cases - Diane Nelson, Melissa Koenigs
Participation in UW Madison preceptor training/updates regarding changes in curriculum from content based to concept based curriculum and the change in shorter clinical from 15 weeks to 7-8 week.
Provision of clinical for 2 BSN completion students- one from Viterbo and one from UW Green Bay
All PHN participated on the Community of Practice workshop (GWCHF) on applying the Talk Read Play message and incorporating it into our home visits.
Half day Strategic Planning with Southern Regional Office staff for Health Department
Meeting to look at nursing gaps this summer and possibly adding nursing hours- Gail Scott and Diane Nelson
All Children Healthy Action Team meeting- Amy Fairfield, Mary Magnuson, Diane Nelson
Attendance at Community Justice Coordinating Committee meeting- Diane Nelson for Gail Scott (prior meeting commitment)
Participation in Human Resources Insurance Focus Group- Diane Nelson, Katrina Wichlacz
Night Out with the Cops event in Lake Mills June 19th - Nancy Schneider - car seats, Emi Reiner- pill destruction bags and Drug Free Coalition information
Fort Farmers Market table with Drug Free Coalition information- Emi Reiner
Continued development of Talk Read Play Home Visiting program - messaging, promoting the program and imbedding it into our Parents As Teachers home visits
Six staff annual evaluations- Diane Nelson
Immunizations 32 vaccines to 11 clients; Communicable disease - 25 confirmed and probable cases for follow-up
County Jail nursing visits - 381

JEFFERSON COUNTY HEALTH DEPARTMENT

JUNE 2018 MONTHLY REPORT

Substance Abuse Prevention Update by Emi Reiner

The Jefferson County Drug Free Coalition had a table at the Fort Farmer's Market and the Lake Mills Night Out Against Crime (see photo). We reached 75 people during these events. We distributed 20 drug deactivation kits and 7



refrigerator locks. These locks are meant to secure alcohol in people's homes. We gave short presentations to seniors at senior centers about the importance of safe drug disposal. We presented to 60 seniors in Watertown and 40 in Fort Atkinson and a total of 45 deactivation kits were distributed. The presentations about drug safety have been well received, so the coalition worked with the Jefferson County Literacy Council to schedule two upcoming trainings about opioid medication safety at the Jefferson and Fort

Atkinson senior centers. The training is being sponsored by the Wisconsin Literacy Council. All participants will receive a medication lock box and journal, in addition to the training. Lastly, the deactivation kits that the coalition received from the STR Opioid grant continue to be distributed to citizens of Jefferson County by the pharmacies and clinics. The coalition hopes to receive medication lock boxes and pouches through the same STR grant offered this year, in addition to more drug deactivation kits.

The Jefferson County Solid Waste/Air Quality Committee, in partnership with the Jefferson County Drug Free Coalition, thanked the Sheriff's Department and all the Police Departments in Jefferson County for their work in placing drug drop off boxes in their lobbies, thereby protecting the environment and preventing drug misuse. Resolution No. 2018-14 was passed by Jefferson County Board on May 9, 2018. (see photo)



Fifteen coalition members were trained on the Wisconsin Retail Assessment Project including one youth. The coalition has been tasked to survey 22 retail establishments throughout Jefferson County to assess the marketing and promotional strategies used to sell alcohol and tobacco products. In one instance, we found malt beverages being sold in the same area as fresh produce, which is not a best practice. At the time of this writing, 6 of the 22 surveys are completed. The goal is to complete these surveys by August and present the findings to community and policy makers.

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

Mary Wollet delivered WIC posters and outreach brochures to all Watertown doctors' offices and clinics, as part of the CHIPP nutrition objectives for this year.

Mary Wollet conducted WIC Routine Vendor Monitoring at Watertown Piggly Wiggly.

Mary Wollet, Jennifer Gaal, and Vicki Gallardo attended the biennial WIC and Nutrition Conference in Wisconsin Dells. The first day focused on project management. The next 2 days covered nutrition, community partners, counseling, breastfeeding, and communication.

June 27th was a day with a special track for breastfeeding peer counselors, and our 2 peers, Laryssa Germundson and Amber Kruesel, attended.

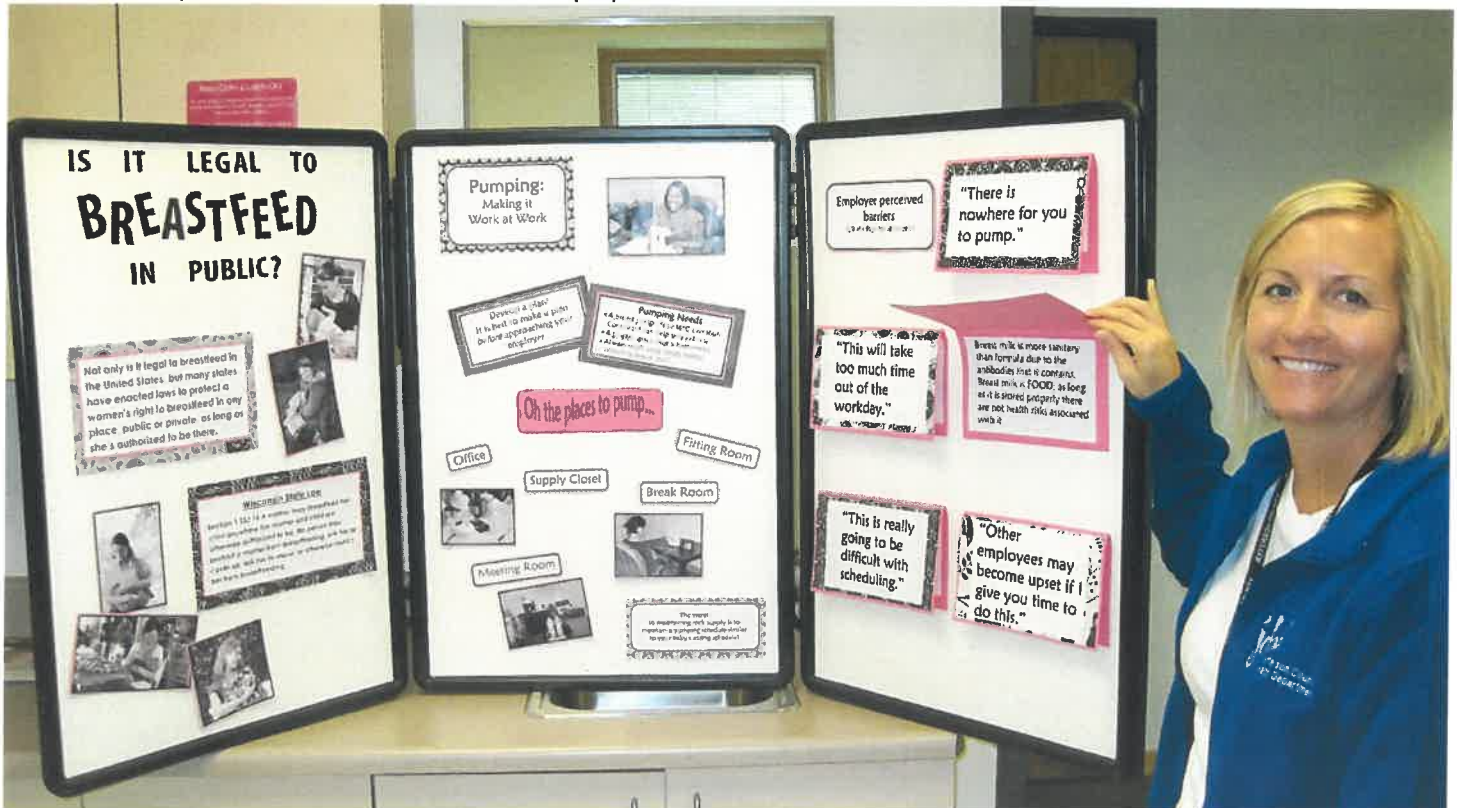
JEFFERSON COUNTY HEALTH DEPARTMENT

JUNE 2018 MONTHLY REPORT

Goals for July 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 Process & Plan (CHIPP).
- ✓ Continue to implement the "Parents as Teachers" program and participate in the Communities of Practice.
- ✓ Complete the Mass Immunization Clinics After Action Report and Improvement Plan. Submit to state.
- ✓ 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.
- ✓ Work with Dodge County and the 0-3 Program on a repeat training for Child Care Providers on Emergency Preparedness.
- ✓ Prepare for the 140 Review or evaluation of Level I, II or III Health Department designation.
- ✓ Prepare 2019 Budget.
- ✓ Assist staff in understanding of classifications and possible changes in health insurance.
- ✓ Staff booth at Jefferson County Fair and other community events.
- ✓ Outreach to the community for Talk Read Play initiative
- ✓ Assist Community Dental Clinic in future strategic planning
- ✓ Resolve Human Health Hazard issue at Mobile Home Park

Vicki Gallardo presents another educational display!



JEFFERSON COUNTY HEALTH DEPARTMENT

JULY 2018 MONTHLY REPORT

Financial Update

2018 = Revenue & Expense Report as of 6/30/2018:

Revenue (collected & billed/to-be-collected): \$284,166.81

Prorated Budgeted Tax Levy applied: \$421,345.50

Total Revenue: 705,512.31

Expenses: (\$758,909.77)

2017 carryover funds applied (Book Donation): \$506.00

*Net Estimated Deficit as of 6/30/2018: (\$52,891.46)

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

Director/Health Officer Update by Gail Scott, RN, BSN

Public Health Preparedness Meetings/Emergency Response/Trainings Attended:

Public Health Emergency Preparedness (PHEP) program Q&A

Jefferson County MABAS Division 118 meeting

Responded to a call from Johnson Creek Fire Department on July 4th regarding a small kitchen fire at HiWay Harry's.

Dispatched Holly Hisel, EH Tech to the scene to assure proper clean-up post fire. Restaurant was re-opened July 5th.

Other Meetings Attended & Activities:

Tremain Mobile Home Park – condemned mobile home as a Human Health Hazard due to hoarding, garbage, vermin and extreme disrepair of mobile home which was in danger of falling down. Due to a lack of action by the responsible party, I received permission to have the County take it down and dispose of it. Hired Valia Septic Systems which is the same contractor used by the county to remove flooded out homes. The mobile home was removed on July 30-31, 2018.

Attended 2 meetings with Fort HealthCare to write a Rural Communities Opioid Response Planning grant with FHC taking the lead.

Teleconference for planning a conference for the Health Impact Assessment Reimagining Incarceration state-wide grant.

Interviewed by Pro Health for their Community Health Assessment. Attended Jefferson County CHIPP meeting.

Attended Child Death Review Team meeting, Community Dental Clinic Board of Director's meeting, Executive Committee meeting, CJCC meeting, synthetic cannabinoid webinar.

Interviewed by MPH student on local public health departments.

Worked on 2019 budget with Sandee Schunk!

General Public Health Activities by Diane Nelson, RN, BSN, MSN

Continue to participate as "community panel members" on Human Services Administrative Reviews of foster children.

Completed the TB Dispensary grant application for next year

Child Death Review Team reviewed 4 deaths of children and young adults under age 25. 3 of the 4 were related to alcohol.

Healthy Smiles for Moms and Babies half year review and data discussion.

Strategic Planning session #2 with SWOT analysis; a third session is planned

Table at Fort Farmer's market promoting the Drug Free Community Coalition and drug disposal bags

Opioid Symposium attended by Emi Reiner and Tania Wenzel

Safety City event in Palmyra (Mr. Yuk and car seats) - Nancy Schneider and Mary Magnuson

Boys and Girls Club Event in Fort - Nancy Schneider and Mary Magnuson

Jefferson County Fair - PH nurses had tables at the Fair on Weds, Thurs, Friday with promotion of different Health Department Services

Clinical provided for Viterbo BSN Completion student who wishes to continue on to get her Masters in Nursing - Preceptor Diane

Immunization Clinic - 28 clients received 61 immunizations, most in preparation for school.

Communicable Disease - 15 confirmed reportable cases were followed.

JEFFERSON COUNTY HEALTH DEPARTMENT

JULY 2018 MONTHLY REPORT

State Targeted Response to the Opioid Crisis & County Fair Report by Emi Reiner, RN, BSN, MPH

Drug Free Coalition

The State Targeted Response to the Opioid Crisis report is available. I was asked to fill out a survey of what we did with our funds and my quotes made it in the report several times! We are in the Southeast Region and I think our region did really well. <https://www.dhs.wisconsin.gov/publications/p02175.pdf>

My quotes that made it into the report:

"The deactivation kits were well received by community members, especially pharmacists who were happy to distribute them along with prescription medications dispensed." Jefferson County Drug Free Coalition

"The AIDS Resource Center of Wisconsin provided an excellent trainer who did a great job of engaging the participants. We had a lot of support from the public libraries." Jefferson County Drug Free Coalition

"We presented a screening of the documentary "Written Off," which is the story of a young man in Wisconsin. The film was followed by an expert panel including the district attorney, police chief, pastor, director of human services, public health, EMS and a physician. The community discussion was a great way for people to express concerns about this important and emotional topic." Jefferson County Drug Free Coalition

Jefferson County Fair Update

The coalition worked with the American Lung Association to survey 318 fair goers over a 3-day period about their thoughts about a tobacco-free fair park. Preliminary results show that 70% strongly favor and 15% somewhat favor a tobacco-free fair park, or 85% of respondents support a tobacco-free fair park. On the other hand, 9% somewhat oppose, 3% strongly oppose and 3% did not know. We also collected cigarette butts that were littered all over the fairgrounds and contribute negatively to the fair experience, not to mention the harm they do to the environment and to animals.

Oral Health by Emi Reiner, RN, BSN, MPH

The nurses received a refresher course on fluoride varnish application from Dr. Adina Ness, a dentist and oral health educator for the southeast region. Dr. Ness demonstrated the application process and answered questions about fluoride varnish application for children. In addition, she answered questions about crowns, root canals, and cavities. Her visit was timely because we are doing a quality improvement project on the fluoride varnish program, which involves looking at our current process and studying new methods to make the process more efficient. For this QI project, we are working closely with WIC staff because our aim will be to increase the number of WIC children who receive a fluoride varnish application. The Children's Health Alliance of Wisconsin is providing guidance on the QI process and helping us connect with other Health Departments as part of a community of practice.

The Healthy Smiles for Moms and Baby program is looking to maintain last year's success of completed dental appointments during pregnancy. In Quarter 2, the percentage of women who received a dental referral and completed a dental appointment was 59% and our aim is 77% by the end of this year. So, while we have some work to do, we are still optimistic that we can reach our 77% goal. Through our work with the Community Dental Clinic, we have identified transportation as one of the main barriers to making and keeping appointments, so we are sharing information about resources that are available and finding ways to facilitate the process of finding transportation.

Safety and Wellness Fair by Mary Magnuson, RN, BSN

Amanda, Nancy and Mary were invited by Fort HealthCare to participate in the **Safety and Wellness Fair** for the Boys and Girls Club in Fort Atkinson. The topic presented was about the impact that too much "screen" time can have on your health. After a brief interactive session with the kids on how much screen time they are currently getting, the nurses provided fun activities that can be done with things found in the home. The "Minute to Win It" competition included a cereal box puzzle, cheerio pick up, cup stacking, speed sorting and ping pong ball relay. The kids LOVED the activities and were sad when our time was up! We also provided a hand washing station with our "Glow Germs" to teach the importance of good handwashing to stay healthy.

JEFFERSON COUNTY HEALTH DEPARTMENT

JULY 2018 MONTHLY REPORT

All Public Housing is Now Smoke-Free

As of Monday, July 30, 2018 all public housing authorities (HUD housing) will be smoke-free due to a rule passed by the U.S. Department of Housing and Urban Development. The rule requires public housing authorities to implement a policy prohibiting lit tobacco products in all living units and indoor common areas in public housing and public housing administrative office buildings.

While the rule doesn't mean tobacco users have to quit, there are options to help them if they're ready to give up tobacco for good. They can call the quit line at 1-800-quit now (784-8669) for free assistance. The Medicaid benefit covers the cost of most tobacco cessation medicines. Medicaid enrollees are encouraged to talk to their doctor about their coverage.

Talk Read Play Initiative

In August, the Greater Watertown Community Health Foundation is kicking off the TalkReadPlay brain building community awareness campaign, which will include messaging such as billboards, videos, press releases, social media posts, etc. The following proclamation has been issued by the program.

Whereas, the Greater Watertown Community Health Foundation was established in September 2015 to be a catalyst for positive, lasting and measurable health improvement across the region, with a vision of thriving communities where everyone enjoys good health and wellbeing; and

Whereas, the Greater Watertown Community Health Foundation provides backbone support to Every Child Thrives, a collective impact effort centered on the shared purpose of ensuring all children thrive in health, learning and life; and

Whereas, Every Child Thrives developed *TalkReadPlay with your child every day*, a community awareness campaign designed to teach parents and caregivers about the science of early brain development and help them create more brain building opportunities with their babies and young children.

Now, therefore, in recognition of the importance of parent-child interaction in early brain development, I do hereby proclaim August 2018 as **TalkReadPlay Brain Building Awareness Month** and encourage all parents and caregivers to learn more by visiting www.talkreadplaywi.com to download the free Daily Vroom brain building app. By sending fun daily tips, The Daily Vroom app helps busy parents turn everyday moments into "brain building moments".

Night Out with the Cops in Lake Mills by Nancy Schneider, RN, BSN (missed in June's report!)

Emi and I participated at Night Out with the Cops in Lake Mills on the June 19th. Despite the weather, turn out was good. Emi represented the Jefferson County Drug Free Coalition with information on safe medication disposal, the growing concern with e-cigarettes and opioid dependence. I manned the table promoting the TalkReadPlay program. We have over 40 families stop to participate in the activities provided and discuss the program. I had over 50 kids participate in one of the activities. The spinning wheel is definitely a draw.

TalkReadPlay is designed to teach parents and caregivers about the science of early brain development and assist them in creating more brain building opportunities with their young children. This fits together nicely with our Parents As Teachers program.

At right Nancy Schneider interacts with Bucky Badger at Night Out with the Cops.



JEFFERSON COUNTY HEALTH DEPARTMENT

JULY 2018 MONTHLY REPORT

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

We didn't have any big events in July. Jennifer participated in the Healthy Smiles meeting on July 25. We continue to work on preparing for our WIC baby shower on Aug 8, inviting resource people and WIC participants. We are also working with the Breastfeeding Coalition of Jefferson County to celebrate World Breastfeeding Week. Jennifer Gaal has created a letter for local chambers of commerce and newspapers, explaining the benefits of breastfeeding and how it benefits communities. The coalition will have a booth at the Fort Atkinson Farmers Market this Saturday, Aug 4. Mary Wollet has been working on the 2019 Fit Families work plan, revising and maintaining Fit Families management records and reviewing expenditures. Vicki Gallardo created 2 Facebook wellness contests, one in July and one in August, using the "The Good and Cheap" cookbooks given to us by the state WIC office. WIC staff is also directing the work of our community health education intern, Madelyn Bucholtz, who is taking an active role in the baby shower, creating nutrition education displays, and working with Fort Healthcare on their summertime programs. Caseload for June was 1,155.

Safety City Presentations by Nancy Schneider, RN, BSN

The nurses were invited to participate in Safety City at Luther Elementary in Fort Atkinson. Safety City is a summer school program designed for incoming kindergarteners, with almost 100 attendees this year. Mary Magnuson and our interning student, Maddie, taught the children about poison prevention with an activity on packaging and the appearance of certain food/drink items, and how they can look similar to things that are poisonous. The importance and potential danger of medications also discussed.

Amanda Lenz and Nancy Schneider attended a second day to teach the children on the importance of buckling up every time they get into vehicle, and why booster seats are for big kids too. The demo bucket seat was used for an activity that allowed the children to see the right and wrong ways to buckle up and exactly how tall they will need to be before growing out of their car seat or booster. The trainings were followed with the always interesting question and answer session.

Goals for August 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 Process & Plan (CHIPP).
- ✓ Continue to implement the "Parents as Teachers" program and participate in the Communities of Practice.
- ✓ Update the Health Department Strategic Plan including the Mission and Vision Statements and program prioritization.
- ✓ 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 Dodge County and the 0-3 Program on a repeat training for Child Care Providers on Emergency Preparedness.
- ✓ Prepare for the 140 Review (evaluation of Level I, II or III Health Department designation required every 5 years) scheduled in November 2018.
- ✓ Submit the 2019 Budget.
- ✓ Assist staff in understanding of classifications and possible changes in health insurance.
- ✓ Outreach to the community for Talk Read Play initiative.
- ✓ Assist Community Dental Clinic in future strategic planning.
- ✓ Celebrate Rock River Free Clinic's 15th Anniversary on August 23rd from 12 p.m. – 2:30 p.m.
- ✓ Participate in planning for a workshop to be held at the Wisconsin Healthiest State Summit on the Health Impact Assessment – Re-imagining Incarceration with the UW School of Population Health



Jefferson County Health Department

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Board of Health Meetings Health Department Conference Room

Day	Date	Time
Wednesday	November 28, 2018	1 p.m.
Wednesday	January 16, 2019	1 p.m.
Wednesday	April 17, 2019	1 p.m.
Wednesday	July 17, 2019	1 p.m.
Wednesday	October 16, 2019	1 p.m.