

**Jefferson County Board of Health**  
**Meeting Minutes – Wednesday, January 27, 2016**  
**Jefferson County Health Department – Conference Room**  
**1541 Annex Road, Jefferson, WI. 53549**

**Call to Order:** D. Schultz, Chair, called the meeting to order at 1:00 p.m.

**Roll Call/Establishment of a Quorum:** Quorum established.

**Board Members Present:** Dick Schultz, Chair; Ed Morse, Vice-Chair; John McKenzie

**Board Members Excused Prior to Meeting:** Marie Wiesmann, RN, BSN; Don Williams, M.D.

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

**Guests Present:** Ben Wehmeier, County Administrator; Jim Schroeder, County Board Chair

**Certification of Compliance with the Open Meetings Law:** The meeting was properly noticed.

**Approval of the Agenda:** No changes to the agenda.

**Approval of Board of Health Minutes for September 30, 2015:**

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

**Communications:** None

**Public Comment:** None

**Review of Health Department Financial Report:**

**a. Review and Discussion of Income Statement**

The November 30, 2015 “Statement of Revenue & Expenditure Report” in the meeting packet was reviewed.

**b. Wisconsin Medicaid Cost Report Review (WIMCR)**

S. Schunk reported on WIMCR revenue received for the settlement of the 2014 cost report. The Personal Care Program received a settlement in the amount of \$59,927.21 minus a payment made to St. Coletta in the amount of \$ 11,196.11 (based on hours of care billed to Medical Assistance for St. Coletta clients in 2014 minus our administration fee). The Personal Care program netted \$ 48,731.10 as a final settlement for 2014.

The Prenatal Care Program received a final settlement of \$ 1,975.41 for 2014.

**c. Discussion and Action on Proposed Vaccine and TB Skin Test Fees**

G. Scott requested consideration to raise the Influenza vaccination fee from \$ 30.00 to \$ 35.00 effective for the 2016 – 2017 flu season. The vaccine is “Quadrivalent” which protects against four strains of Influenza with a cost per dose of \$ 15.32 plus medical supplies used and staff time. *Motion by J. McKenzie to raise the fee for the Influenza vaccine to \$ 35.00 effective for the 2016- 2017 flu season; second by E. Morse; motion carried.*

G. Scott requested consideration to raise the TB Skin Test fee from \$ 10.00 to \$ 15.00. This fee has not been raised for many years. *Motion by J. McKenzie to raise the fee for TB Skin Tests to \$ 15.00; second by E. Morse; motion carried.* (Note: This fee increase will be posted for 30 days prior to the new fee taking effect.)

### **Operational Update of the Environmental Health Program:**

J. Larkin reported that they have required routine inspections due during the fiscal period of 7/01/2015 – 6/30/2016. Between 7/01/2015 and 12/31/2015, they have completed 220 routine inspections and 27 re-inspections (which are in follow-up to issues not resolved during the routine inspection). Routine inspections include restaurants, stores that sell food items, swimming pools at lodging facilities, school nutrition programs, etc.

J. Larkin reported that, due to complexity, some inspections require joint visits by both T. Tuchalski and himself.

Pre-inspections and follow-ups of new facilities are also done.

A summer intern will make “grease trap” inspections.

Monthly swimming pool water chemistry checks are done if possible.

J. Larkin reported that they followed up on 41 complaints between July and December 2015.

J. Larkin reported that as a Certified Lead Hazard Investigator – there have been 7 investigations he has followed for elevated blood lead levels in children. This is much higher than normal. The homes must be investigated so the risks within the home can be removed if a blood level is greater than 20 mcg/dl or 2 test results of 15 mcg/dl or greater. A detailed report is required by the State regarding the home environment or if an occupation of a parent or family member could be bringing lead into the home. Orders to hire a contractor certified by the State may be needed to clear lead from the home environment. One source of high lead levels could be from lead water pipes in the home causing contamination.

D. Nelson reported that 576 lead tests were performed by the Health Department in 2015 with the above mentioned 7 cases requiring follow-up by Environmental Health. Should a lead test be in the 5-9 mcg/dl range, a visit by a Public Health Nurse is offered to help the family find the source and offer educational information about lead poisoning. Lead poisoning is not reversible and can end up in the bones or cause other health issues through adulthood.

D. Nelson reported the Health Department continues to follow-up on a child with high lead levels which is the fourth generation of lead poisoning in this home.

D. Nelson reported that there are steps that can be taken to decrease the risk of lead poisoning in an older home by providing extra cleaning, wash child’s hands frequently, damp mop, etc. Simple prevention can decrease exposure to lead particles. A diet high in calcium and iron will help decrease the lead in blood.

T. Tuchalski reported that the Department of Agriculture and Department of Health Services Food and Recreational Licensing programs will be merging. Tattoo facilities will continue to be inspected at the County level – there are 5 or 6 tattoo parlors in Jefferson County.

T. Tuchalski reported there will be changes to the campground inspection guidelines in April 2016.

T. Tuchalski reported that the Environmental Health staff will have training on well water testing in April 2016 – this is required every 5 years.

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

G. Scott reported that Preparedness webcasts are held 2 times per month to provide ongoing updates for Health Department staff. G. Scott and S. Schunk have been listening to the webcasts when possible.

G. Scott reported on an “Emergency Operations Center” training held last month that she and D. Nelson participated in.

G. Scott reported that there are several Public Health Preparedness exercises scheduled. One in Watertown involving a railroad derailment scenario and in June, 2016, an exercise, *Miles Paratus*, will be held state-wide that will involve four counties and the National Guard. Participants will be located in the Jefferson County EOC, Ft. McCoy, Volk Field and in the counties/communities affected. Fort Atkinson has been designated as one community that will be affected by a weather event. Tabletop and Functional Exercises will be held in the Jefferson County EOC to prepare for the Full Scale Exercise.

G. Scott reported that the State is offering scholarships for attendance at Public Health Preparedness related conferences with carryover funding. To date, D. Nelson will attend the National Preparedness Summit from April 19 – 22, 2016 in Dallas, TX; two Public Health RNs will attend the Governor’s Conference in Appleton from March 9 – 10, 2016 and G. Scott will attend the WPHA/WALHDAB Annual conference in Appleton May 24 – 26, 2016.

D. Nelson has also applied for the WPHA/WALHDAB Annual conference scholarship and is awaiting approval. The scholarships awarded provide payment for conference registration fees and travel expenses.

## **Discussion of Public Health Program**

### **a. Review of Statistics**

D. Nelson reviewed the statistical report in the meeting packet. In 2015, there was a decrease in car safety seat inspections compared to 2014 but a significant increase in communicable disease follow-ups. Immunizations decreased significantly in 2015 due to insurance and Medicare Part D coverage for clients at pharmacies and clinics.

D. Nelson reported that the vaccine rates for the Human Papilloma Virus (HPV) should increase with additional outreach and education being done under the HPV grant.

G. Scott reported that another reason for decreased immunizations by the Health Department in 2015 could be the focus on the Avian Flu from April to August and the retirement of 3 Public Health RNs and one LPN in May 2015.

G. Scott reported that Dental Fluoride Varnishes are being promoted at WIC clinics. In one day, 9 children received varnishes and 3 children were found to have high tooth decay.

G. Scott reported that the Community Dental Clinic is working with Fort Atkinson Hospital to provide outpatient surgical dental procedures on children and disabled clients. The Community Dental Clinic received a \$53,200 Delta Dental grant and raised \$6,800 at the Dental Clinic open house. The clinic provided 20,000 dental procedures in 2015 and has expanded to use clinic and office space in the clinic area across the hall.

D. Nelson reported that 462 vision tests were provided in the parochial schools in 2015 with 21 referrals to an Optometrist. The Lions Club has a vision testing machine that will be made available to the Health Department as needed. In 2015, 163 hearing tests were completed by the Health Department in parochial schools.

### **b. Review of Communicable Disease Cases Reported**

D. Nelson reviewed the “Monthly Disease Incident Counts” report included in the meeting packet.

D. Nelson reported on a recent outbreak of Shigellosis at a Whitewater daycare affecting Jefferson County residents; a Mumps outbreak at UW Whitewater and a Cryptosporidiosis outbreak in 2015.

D. Nelson reported an increase of Gonorrhea cases, Hepatitis C cases and Lyme’s Disease cases in 2015 compared to 2014.

G. Scott noted that Public Health RN, Katrina Waldron, does an excellent job with thorough follow-up on communicable diseases.

### **c. Acknowledgement of Jefferson Community Foundation Grant Award**

G. Scott reported that she accepted a \$500 donation on January 14, 2016 for the purchase of Pack n Play cribs for the “Cribs for Kids” program from the Jefferson Community Foundation.

**d. Acknowledgement of Human Papilloma Virus (HPV) Grant Award**

G. Scott reported that a \$7,000 HPV grant was received last year. This year the grant increased to \$10,000 to increase awareness and education about the HPV vaccine. Some of the grant money has been used to advertise at the Johnson Creek AMC theatre via movie trailers and provide HPV immunization reminder magnets for clinics to give their clients encouraging receipt of 3 doses to complete the vaccine series. An HPV Jeopardy-like game is used for education and outreach at local medical clinics. The State and CDC have commended this as the “most innovative way to educate providers about HPV vaccinations.”

**e. Consolidated Contracts Grant Awards (Maternal and Child Health, WIC, Lead, Immunization, QI)**

G. Scott reported that the funding on these grants has been awarded for 2016 and contracts have been signed.

**f. Quality Improvement (QI) Project – Well Child Clinic**

G. Scott reported that the focus of this \$972 grant will be Well Child Clinics. Due to families being encouraged to have a medical home, there has been a decrease in Well Child Clinic screenings. The QI Project is focused on health screenings to be more effective and not duplicate medical care available in the community. Dental Fluoride Varnishes will be promoted and health screenings will be provided as needed by Public Health RNs.

**g. Staffing Update**

D. Nelson shared that one of the jail LPNs will work at the Health Department office clinic 3 days per week and continue to work every other weekend at the jail. The combined position will begin by March 1, 2016.

D. Nelson reported that WIC Peer Counselor interviews are being conducted this week to replace one open bilingual position.

D. Nelson reported that Marsha Hake, RN, is scheduled to retire in mid-March 2016. The position will be filled upon Human Resources approval of the job description being changed to read either a Registered Nurse or Registered Dietician. This position is fully supported through WIC Federal funding which is based on caseload.

**Discussion of Monthly Health Department Report**

G. Scott reviewed the September – December 2015 reports in the meeting packet which includes contributions from all staff. Some of the reports’ highlights include receiving recognition at County Board for participation in Clean Sweep for pharmaceutical meds; the Cambridge School booster seat demonstrations and receipt of a free “mock car safety seat” for demonstrating proper seat belt use for booster seats.

G. Scott reported on a “Freedom of Information Act” request received for properties in Lake Mills. Blair Ward, County Corporation Counsel, assisted G. Scott in the response which included 270 pages of e-mails and correspondence.

**Discussion of 2016 Meeting Dates (Election Year)**

J. Schroeder reported that at the April 2016 County Board meeting a chairperson will be elected and new committees will be appointed to County Board members by June 2016.

Next Board of Health meeting will be Wednesday, March 16, 2016 at 1:00 p.m. Future meetings will be held on the 3<sup>rd</sup> Wednesday of May, July, September and November 2016 at 1:00 p.m.

**Adjourn**

*Motion by J. McKenzie to adjourn the meeting at 2:15 p.m.; second by E. Morse; motion carried.*

Respectfully submitted;  
Sandee Schunk - Recorder