

**Jefferson County Board of Health  
Health Department Conference Room  
March 17, 2010 Minutes**

**Members Present:** J. Nelson, A. Tietz, A. Hutchings, Dr. Williams

**Staff Present:** G. Scott, B. Dehnert, T. Anderson

**Others Present:** None

**Call to Order:** The meeting was called to order by J. Nelson at 9:05 a.m.

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

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

**Review of the Agenda:** Agenda was approved with a correction to the date of the meeting.

**Public Comment:** None

**Approval of October 21, 2009 Board Meeting Minutes:**

A motion made by Dr. Williams seconded by, A. Tietz to approve the October 21, 2009 meeting minutes. Motion carried by common consent.

**Financial Report**

G. Scott informed the Board that the Health Department is expecting to carry \$117,519.19 forward to the 2010 fiscal year.

**Immunization ARRA (Stimulus) Funding and Clinic Planning**

G. Scott reported the Health Department will receive a grant for \$12,263.00 to provide school based clinics for immunizations and to work with other providers in improving immunization compliance and entry into the Wisconsin Immunization Registry (WIR).

**Program Updates**

**Environmental Health Program**

T. Anderson reviewed the 2009 Environmental statistic with the Board. G. Scott pointed out an error in the report indicating the absence of beach testing in flooded areas; this was from the 2008 report and should be excluded.

T. Anderson reported 540 radon test kits were distributed and 10% of the kits had high levels of radon and required expanded testing and follow-up.

T. Anderson reported on training with the state inspector regarding the licenses need for Farmer's Market booths.

G. Scott and the Board members discussed the pending legislation in Wisconsin authorizing the sale of raw milk. The Dept. of Agriculture, Wisconsin Public Health Association and other groups are very concerned about the sale of raw milk and opposed to the Bill.

G. Scott reported on a small meth operation in Fort Atkinson that required a Hazmat Team for clean up. The Health Dept was involved in educating the land owner and in the process of assuring all clean up will be completed before the rental unit is rented.

T. Anderson informed the Board he would be asking for approval for changes to the Environmental Health Ordinance and Fee Schedule at the next Board of Health meeting.

## **Public Health Preparedness**

### **Public Health Emergency Response (PHER) and H1N1 Clinics**

G. Scott reviewed the H1N1 clinics with the Board. G. Scott reported 8,319 H1N1 vaccines were provided in Jefferson County. G. Scott reported the Health Department and Fort HealthCare Pharmacist monitored and redistributed the supply of H1N1 vaccine to make sure all providers had enough vaccine.

G. Scott reviewed the Health Department's Incident Command "Three Deep" list with the Board. All staff who have been assigned an incident command position must complete the ISC/NIMS training including 100, 200, 300, 700 and 800. The Southern Region Public Health Preparedness Coordinator is arranging Public Health focused ICS 300 and 400 classes. All staff are presently working on taking ICS 100 and 200 on-line.

### **2010 grant Objectives & Consortium Reorganization (MOU)**

G. Scott gave a summary of the 2010 Health Department grants including objectives for Public Health Preparedness, Lead, EIDP, Immunization, MCH, WWWP, Early Intervention and Detection of Pregnancy Services.

G. Scott reported the University of Illinois at Chicago School of Public Health will be holding a workshop on Mass Dispensing Clinic Planning at the Health Department on April 6<sup>th</sup>.

This workshop will satisfy one of the Preparedness grant objective for a mass clinic and exercise.

G. Scott reported writing a grant with the Community Dental Clinic to provide sealants to be provided to low income third and sixth graders.

A motion made by J. Nelson, seconded by A. Tietz to sign the Memorandum of Understanding (MOU) with the Southern Region Public Health Preparedness Consortium after review by the Jefferson County Corporation Counsel. Motion carried by common consent.

### **Voluntary Organizations Active in disasters (VOAD)**

G. Scott reported the VOAD Committee is continuing to meet monthly with the Long Term Recovery Committee and has begun distributing funds to people affected by the 2008 floods who were unable to get assistance, or enough assistance, from other sources such as FEMA. Project Recovery members also attend this meeting and are available to work with people who are having a hard time dealing with the flood and the affect it has had on their lives.

### **Public Health Program and Review of Statistics**

G. Scott reviewed the Public Health statistics for 2009.

### **Communicable Disease Cases reported**

G. Scott reviewed the Communicable Disease Report for 2009 and responded to questions regarding Hepatitis C.

### **Update on Free Clinic, Dental Clinic, BadgerCare Plus**

G. Scott reported the Health Department is assisting residents to get on the BadgerCare Plus waiting list. G. Scott reported that the Department of Health Services, Division of Public Health is applying for a Health Resources Service Area Grant for the Community Dental Clinic to hire a part-time dentist.

G. Scott reported Dr. Greg Gehred the Medical Director for the Rock River Free Clinic has moved from the area and Dr. Barry Cash has assumed the roll of Medical Director.

G. Scott provided the Board with the 2009 Annual Report for the Community Dental and Rock River Free Clinics. This was presented to the full County Board.

### **Healthy Lifestyles Strategic Plan**

G. Scott reported Dodge-Jefferson Healthier Community Partnership was awarded a Healthy Lifestyles Grant to organize a group of people to start looking at how to promote healthy lifestyles in the community and integrate this with the Tobacco Free Coalition. A Healthy Lifestyles Forum was held on December 8, 2010 and was well attended and well received by the invited community leaders.

G. Scott provided the Board with a draft copy of the Dodge-Jefferson Healthier Community Partnership Healthy Lifestyles Program Integration Pilot Planning Process Report and Plan.

G. Scott reported that the state could award an additional \$20,000 to implement this plan. G. Scott reported that there is a \$400,000.00 Obesity Prevention Grant that could also further implement a comprehensive healthy lifestyles program in the two County area.

### **Wisconsin Nutrition Education Project (WNEP)**

G. Scott reported the UW Extension Office writing a proposal for a Wisconsin Nutrition Education Program. Jefferson County is one of two counties in the state that does not have this program. The Wisconsin Nutrition Education Program works with the WIC Program, Food Pantries, pre-schools and elementary schools and Food Share Programs.

### **Tobacco Free Coalition Update and Multijurisdictional Coalitions**

G. Scott reported the Tobacco Free Coalition has been reorganized and the grant monies will be used for policy development for the state-wide Smoke-Free Air Enforcement Act. As of July 5, 2010, the Wisconsin Smoke-Free Air law will be in effect.

### **WIC Breast Feeding Peer Support Counselor Program (Position Description)**

G. Scott reported on the \$18,000.00 increase in the WIC Budget to hire a Breastfeeding Peer Support Counselor. The WIC Program has hired two Spanish speaking Peer Counselors. The WIC Breastfeeding Peer Counselor Position Description was shared with the Board.

### **School Nursing (Policy Change – will need vote)**

G. Scott explained that the Health Department currently serves two school districts in the County. The other districts receive nursing services from Fort HealthCare. During the 2010 budget process the Board recommended that services to these two school districts be ended. The public health nurses would still be expected to work closely with the Fort HealthCare nurses serving the districts.

A motion was made by Dr. Williams, seconded by A. Tietz for the Jefferson County Health Department to discontinue providing school health services in the Johnson Creek and Palmyra School Districts. Motion carried by common consent.

G. Scott is to notify the school districts of options for nursing care. The Health Department will continue to be available for consultation and educational services.

### **Long Term Care Program and review of Statistics**

G. Scott provided the 2009 Long Term Care Program statistics to the Board.

### **Director's Report**

G. Scott provided the Board with summary of her activities for the past months.

G. Scott invited the Board to attend the 2010 WPHA-WALHDAB Annual Conference in Madison on May 25 - 27, 2010 (information in packet).

### **Strategic Planning Committee**

G. Scott informed the Board about the County Strategic Planning Process.

### **Website Development and Board of Health Page**

G. Scott asked the permission of the board to place their contact information on the Health Department Web page. Board members were agreeable to having their work information on the website.

### **Barb Dehnert Retirement and Public Health Program Manager Position**

G. Scott reported Barbara Dehnert, Office Manager, will retire effective June 1, 2010.

G. Scott discussed the need for a Public Health Program Manager Position as opposed to an accounting position. G. Scott provided the Board with a draft copy of the Public Health Program position description and costs. The present staff will be able to add the much reduced accounting duties to their present duties with the Human Services and County Clerks Office accountants as resources. The Public Health Program Manager would be a necessary back up and resource for the public health nursing staff and public health program.

A motion was made by Dr. Williams, seconded by A. Hutchings to recommend a Public Health Nurse Manager position to the Human Resource Committee at its next meeting.

Motion carried by common consent.

### **Family Care Transition**

G. Scott reported the Family Care Program still has a three year waiting list.

### **Care Wisconsin Contract**

G. Scott reported on the financial difficulty some of the CBRF's are have because of delays in Care Wisconsin payments.

### **Next Meeting Date/Time/Agenda Items**

May 19, 2010 at 9:00 a.m.

Respectfully Submitted,

Barbara Dehnert

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