

**Jefferson County Board of Health
Meeting Minutes – February 15, 2012
Jefferson County Health Department Conference Room
1541 Annex Road Jefferson, WI. 53549**

Call to Order

John McKenzie, Chair, called the meeting to order at 1:00 p.m.

Roll Call/Establishment of a Quorum

Quorum established. Round-table introductions held.

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

Staff Present: Gail Scott, Director; Diane Nelson, Public Health Program Manager; Erin O'Brien, Sanitarian; Michele Schmidt, Clerical; Sandee Schunk, Clerical/Recorder

Guests Present: John Molinaro, County Board Chair; Marie Wiesmann, RN; Doris Ellison, University of Minnesota Doctorate Nursing Student; Nancy Sterwald, Source Point Staffing Agency; Stephanie Schwind, UW-Green Bay student

Certification of Compliance with the Open Meetings Law

Meeting was properly noticed.

Review of the Agenda

No changes requested.

Public Comment

None

Approval of December 7, 2011 Board Meeting Minutes

Motion by D. Schultz to approve the minutes as written; second by E. Morse; motion carried.

Communications

G. Scott announced that Anna Hutchings, RN has resigned from the Board of Health due to time constraints. Marie Wiesmann, RN will be appointed to the Board of Health at the March 2012 County Board meeting.

Financial Report

Income Statement

G. Scott reviewed the “draft” summary of the 2011 income statement. The end-of-year surplus was due to unbudgeted WIMCR (Wisconsin Medicaid Cost Reporting) revenue; savings in employee pension contributions; decreased operational expenses. The Finance Committee will approve final 2011 carry-over funds on March 13, 2012.

Wireless Internet for Health Department

G. Scott reported she has been working with Roland Welsch in the MIS department regarding quotes for wireless internet networking/wireless access for staff laptop computers. The wireless access would be password protected for county information. It was decided that a minimum of two quotes should be obtained before a decision will be made by this Board. *Motion by D. Williams, M.D., to support the installation of wireless access in the Health Department building with details of cost to be researched and funding to be taken from the carryover of Preparedness Municipal revenue. One additional expense quote is to be obtained. Second by D. Schultz; motion carried.*

Bureau of Transportation Safety Car Seat Grant

G. Scott reported the Health Department received a \$4,000.00 grant from the Bureau of Transportation (BOTS) for the purchase and installation of car safety seats for low income children. The Health Department has three staff members that are certified car seat technicians. The grant will be used to purchase car seats. It is estimated the grant money will be used to purchase 58 infant seats and 25 five-point harness seats.

Request from Town & Country for Farm to School Initiative

G. Scott reported that the Health Department was contacted and asked to donate money for this pilot project in the Fort Atkinson area. The project is not county-wide at this time but may be in the future. It was discussed that the contact person be invited to speak at the next Board of Health meeting to explain the project in greater detail. *Motion by D. Schultz to continue discussion of this agenda item at the next Board of Health meeting after more details are available; second by E. Morse; motion carried.*

Source Point Staffing Request

G. Scott introduced Nancy Sterwald of Source Point Staffing Agency in Johnson Creek and Michele Schmidt, Health Department Personal Care Program Coordinator. G. Scott reported that Source Point Staffing Agency has requested an increase in their rates paid by the Health Department for contracted Personal Care Workers due to increased expenses for their Unemployment Insurance. It was proposed that a 3% increase be approved for “non-personal care” visits on weekdays and weekends in 2012 and leaving the other rates as is. It was also suggested to Source Point that they could decrease their costs by following the TB skin test guidelines for employees to be tested only at time of hire and subsequent TB skin tests if an outbreak would occur. (Per Dr. D. Williams, the CDC guideline no longer requires annual TB skin tests.)

J. Molinaro suggested that Source Point Staffing Agency make future rate increase requests prior to the annual budget being finalized.

N. Sterwald of Source Point Staffing reported that approximately 80 Personal Care Workers are used under the Health Department contract and they provide staffing services to medical facilities in Jefferson, Dodge and Dane Counties.

Motion by D. Schultz to accept the proposed 2012 rate increases for the Personal Care Program contract with Source Point Staffing Agency; second by Dr. D. Williams; motion carried.

G. Scott reported the contract will be amended to reflect the new rates and submitted to Source Point Staffing.

Operational Update of the Environmental Health Program

G. Scott reported that D. Schultz, Board of Health member, received a complaint from a citizen regarding license and inspection fees for selling eggs at Farmers Markets. G. Scott reported that the State is reviewing this issue for a possible update to guidelines in 2013. T. Anderson, State Sanitarian with the Dept. of Agriculture, was contacted and he recommended leaving the license and inspection fees as they stand until the state recommendations are completed – probably in the Fall of 2012. E. O'Brien, Jefferson County Sanitarian, explained that every booth at a Farmers Market gets inspected and pays \$40.00 per fiscal year and the Health Department is obligated to make the inspections. The Board of Health did not recommend any changes to the license and inspection fees at this time.

Public Health Preparedness

Special Needs Populations Second Seminar

G. Scott reported that the seminar was successful. A coalition was developed to do Emergency Preparedness planning for Long Term Care facilities with Watertown Hospital and Bethesda Lutheran Homes. A table-top exercise has been completed and will meet grant compliance for the year.

Required Exercise and Hazard Vulnerability Assessment

G. Scott reported that there are plans to complete at least one other emergency exercise with Emergency Management. There may be a second exercise to be scheduled with Dodge County and the City of Watertown. The Health Department also has to complete a Hazard Vulnerability Assessment with data collected from Emergency Management and other sources. G. Scott reported that some Preparedness funding may be used for the Assessment, if needed.

G. Scott commended E. O'Brien, Sanitarian, for a job well done - especially in situations that can be dangerous or stressful.

Public Health Program and Review of Statistics

Communicable Disease Cases Reported

G. Scott reviewed the Public Health Statistics.

Discussion followed on the concern regarding immunization completion rates in the County as well as a high number of parents signing personal waivers. D. Nelson and Dr. D. Williams discussed ways to increase immunization rates in the County. This will be further discussed with Fort HealthCare.

Grant Updates (Infrastructure and Komen)

G. Scott reported that an Infrastructure grant applied for with Dodge County and City of Watertown was not received.

G. Scott reported that a Community Health Assessment and Community Health Improvement Plan will be completed with the Health Departments and hospitals in Dodge and Jefferson Counties.

G. Scott reported that the Komen grant written for increased mammography, breast cancer education and outreach is still pending. Fort HealthCare will be the fiscal agent and be in charge of the grant if it is received in March 2012.

Lead Program Research Study – Invited Guest Doris Ellison

G. Scott introduced Doris Ellison, a PHD student at University of Minnesota; instructor at Edgewood College and State employee. D. Ellison reported she is working with the State of Wisconsin to do a pilot early childhood lead poisoning prevention project in a county. Jefferson County was chosen due to 37%

of housing being older and a 7% poverty level for children under age 6. A letter will be sent to local physicians as a reminder that a child is at high risk for lead poisoning due to the age of the home they live in and should have a blood lead test before their first birthday. Early intervention looks at birth certificates of six month old infants and links the address on the birth certificate to the age of the home. The family is contacted and a home visit scheduled if possible with a nursing student. Jefferson County had 13 cases of blood lead poisoning in 2011. Some symptoms of lead poisoning is hyperactivity; behavior problems and may lead to criminal behavior in adults. If the family is educated on how to lower the risk by covering lead paint, purging cold water in lead pipes, replacing contaminated dirt around home, etc. the risk for the child is decreased. Dr. D. Williams suggested accessing Fort HealthCare physicians through requesting an automatic order entry in their electronic medical records for reminding the physician of blood lead testing rather than a letter that may not be read.

D. Ellison listed her goals as increased awareness of lead poisoning and increased blood lead testing by physicians. She has a passion to make a difference in decreasing blood lead poisoning of children.

G. Scott reported that blood lead testing results are entered on the Wisconsin Immunization Registry (WIR) by the State.

SHOW – Survey of the Health of Wisconsin Local Survey

The UW-Madison School of Medicine and Public Health will be in Ixonia and Watertown in February and March 2012 measuring health of residents. The Community Assessment group met with the SHOW research group. Handouts in the meeting packet were reviewed.

Personal Care Program and Review of Statistics

G. Scott reviewed the handout in the meeting packet.

Director's Report

Handout included in the meeting packet.

Status of Rock River Free Clinic and Community Dental Clinic

G. Scott asked that the annual reports of both clinics and a brochure of the updated clinic hours of the Rock River Free Clinic be reviewed in the meeting packet. The Rock River Free Clinic has had 56 new patients since early January 2012 with 201 visits made (an increase of 1.5 – 2 times the number of patients seen on Thursday night only clinics). Appointments are taken for the clinic with the hours being accommodating for patients. Bonnie Peot, LPN was hired for the Rock River Free Clinic and is working out very well. Volunteers are still needed for registered nurses, clerical and interpreting.

Next Meeting Date/Time/Agenda Items

The next meeting will be held on Wednesday, April 18, 2012 at 1:00 p.m. in the Jefferson County Health Department Conference Room. Any requests for agenda items should be submitted to G. Scott at gails@jeffersoncountywi.gov.

Adjourn

Motion to adjourn meeting at 2:38 p.m. by D. Schultz; second by E. Morse; motion carried.

Respectfully submitted;
Sandee Schunk - Recorder