

Jefferson County Board of Health
Meeting Minutes – July 18, 2012
Jefferson County Health Department Conference Room
1541 Annex Road Jefferson, WI. 53549

Call to Order

J. McKenzie called the meeting to order at 1:00 p.m.

Roll Call/Establishment of Quorum

Quorum established

Board Members Present: John McKenzie, Chair; Ed Morse, Secretary; Dick Schultz; Marie Wiesmann, RN; Dr. Don Williams

Staff Present: Gail Scott, Director; Erin O'Brien, Environmental Health Specialist; Sandee Schunk, Clerical/Recorder

Guests Present: Lisa Jensen, Fort HealthCare Infection Control; Brita Kipper, Viterbo University RN Student

Certification of Compliance with the Open Meetings Law

Meeting was properly noticed.

Election of Officers

Motion made by J. McKenzie to elect E. Morse as committee Chair; second by D. Schultz; motion carried.

Motion made by J. McKenzie to elect D. Schultz as committee Vice-Chair; second by E. Morse; motion carried.

Motion made by D. Schultz to elect M. Wiesmann as committee Secretary; second by J. McKenzie; motion carried.

E. Morse, Chair, led the meeting from here forward.

Review of the Agenda

No changes made.

Public Comment

None

Approval of April 18, 2012 Board Meeting Minutes

Motion by D. Schultz to approve the minutes as written; second by M. Wiesmann; motion carried.

Communications

None

Financial Report

Income Statement

G. Scott reviewed the "Statement of Revenue and Expenditure" report for 01/01/2012 – 05/31/2012. G. Scott reported there was no information regarding grant funding to report at this time. It is hoped that the Health Department will receive level funding.

Motion by J. McKenzie to approve the report as written; second by M. Wiesmann; motion carried.

2013 Budget

G. Scott reviewed the 2013 "Budget Summary Report". The 2013 initial budget is due to the County Administrator on July 20, 2012. The initial 2013 budget meets the County Administrator's tax levy goal of \$897,178.00. The Health Department currently has a separate general fund balance of \$300,000.00.

G. Scott reviewed each business unit listed on the "Budget Summary Report". Personal Care Program revenue and expenses are based on client caseload and may fluctuate. WIC and WIC Peer Counselor grants are expected to remain level for 2013. The Affordable Care Act may impact the Public Health program with a decrease in the number of immunizations given. Public Health Consolidated Contracts have not been addressed yet at the State level as far as funding expectations. The Public Health Preparedness grant will renew in the amount of \$54,660.00 and cover an eleven month period from 08/01/2012 – 06/30/2013. The \$35,787.00 Public Health Preparedness grant funding carried over from 2011 is intended to be used in 2012. It is a possibility that a small car may be purchased with approval of the County Administrator if enough funding is still available near the end of 2012. A calendar is being kept to monitor the necessity of purchasing another department vehicle to supplement the use of the van purchased in 2010.

Motion to accept the Health Department's initial 2013 budget by Dr. D. Williams; second by J. McKenzie; motion carried.

Operational Update of the Environmental Health Program

E. O'Brien reported that all inspections were completed by 06/30/12.

E. O'Brien reported that inspection fee renewals were sent out in May, 2012 with 40 – 50 pending return.

E. O'Brien reported that the food booths at the Jefferson County Fair went well with no major issues addressed.

E. O'Brien reported that the DNR is following the issue of possible human sewage being spread 3 years ago.

G. Scott reported on an ongoing smell complaint from a neighbor about Creekwood Farms in Lake Mills. On July 19, 2012 a State Toxicologist will meet G. Scott at the complainant's home to discuss air monitoring. The Creekwood Farms, DNR, Jefferson County Zoning, Jefferson County Land/Water Conservation, Jefferson County Corporation Counsel have all been involved in this case.

G. Scott wanted to publicly thank E. O'Brien (Environmental Health Specialist) for a job well done throughout the year.

Public Health Preparedness

Hazard Vulnerability Assessment

G. Scott reported the assessment is done to include hazards such as ice storms, pandemics, power outages, tornadoes, floods, etc.

G. Scott reported that Alex (grant contractor) is working on the report in a data base which is a requirement of the Public Preparedness grant.

M. Wiesmann reported that Fort HealthCare uses the data to offer emergency drills.

J. McKenzie questioned if dry wells from the drought have been a Public Health concern. G. Scott reported that the Health Department has not received any calls or information regarding problems with wells in the County. G. Scott reported that the State Incident Command has website info available regarding the heat. A link can be found on the Health Department website.

G. Scott reported that cooling centers have been set up at Fort HealthCare; Fort Atkinson Library and Senior Center.

G. Scott reported that Jefferson County Emergency Management did not open cooling centers this year due to low use last year.

Special Needs Population Update

G. Scott reported that meetings have been held on how to educate daycare centers regarding emergency preparedness.

G. Scott reported that a grant was written based on curriculum taken from the State of Washington to provide three Saturday seminars for daycare centers about preparedness; evacuation; shelter, place and reunification. This curriculum will then be offered as a model for the state of Wisconsin.

Public Health Preparedness Grant Update

G. Scott reported that the \$54,660.00 grant will renew on August 1, 2012 for an eleven month period. The grant will include a new Capabilities Assessment and strategies to fill gaps in the three priority areas – Emergency Operations Coordination, Emergency Public Information and Warning and Information Sharing capabilities. The State is to work with local Health Departments regarding updating written plans, PCA (partner communications & alerting) portal system training and regional exercises. The grant contractor, Alex Lichtenstein, will be paid \$14,000.00 to complete the Capabilities Assessment and exercises required. (Alex works for Jefferson County Health Department, City of Watertown Health Department and Dodge County.)

Public Health Program and Review of Statistics

Communicable Disease Cases Reported

G. Scott reported an outbreak of approximately 20 cases of Pertussis (Whooping Cough) in Jefferson County in the past 2 months.

G. Scott reported an increase in submission of bats to the State Lab of Hygiene for rabies testing.

G. Scott reported that the Health Department administration of vaccines may decrease due to the Affordable Care Act guidelines which will require medical providers to supply vaccinations to their insured patients.

G. Scott reported that the Public Health nursing students have been working on a childhood lead poisoning prevention project with a PhD student with a report to be available for review in the near future.

Community Transformation Grant

The Jefferson County Health Department submitted a letter of support for a Fort HealthCare Community Transformation Grant.

Community Health Assessment Update

G. Scott reported an assessment is to be done on substance abuse and the effect on the population such as: younger people drinking and driving; infant deaths; prescription medication abuse; mental health issues. Dr. D. Williams reported concerns he has on the sale of narcotics such as Oxycontin. M. Wiesmann stated the elderly should be educated about youth/caregivers taking their medications. Education could be provided via senior citizen centers, radio stations, press releases for newspaper articles, ADRC (Aging and Disability Resource Center) offices.

Personal Care Program and Review of Statistics

G. Scott reviewed the statistical hand-out of client visits and discharges.

G. Scott reported that two clients have recently been transferred to another staffing agency that offers services at a slightly lower hourly rate. The Jefferson County Personal Care program offers an “on-call” Personal Care Coordinator and RN manager. A meeting is scheduled in August with Care Wisconsin to evaluate their satisfaction with Personal Care services from the Health Department.

Director’s Report

Report is available in packet for review.

G. Scott reported on a county-wide volunteer registry for disasters called “We Volunteer”. The Rock River Free Clinic is on this registry.

G. Scott reported that all Jefferson County employees need to complete a JDQ (Job Description Questionnaire) for a salary survey being completed by the Carlson/Dettman Agency. The questionnaires must be turned into the department head for review by July 20th and then passed on to the Human Resources Director.

Status of Rock River Free Clinic and Community Dental Clinic

G. Scott reported that Dr. Rutledge has seen an increase of patients at the Rock River Free Clinic. Fort HealthCare refers patients on a regular basis to the clinic.

Dr. D. Williams reported that Fort HealthCare is keeping statistics regarding emergency room visits to track if the Rock River Free Clinic has had an impact on decreasing emergency room use.

G. Scott reported that the LPN position at the Rock River Free Clinic is working out well.

G. Scott reported that the Rock River Free Clinic receives grant funding from the United Way Foundation; \$50,000.00 from Jefferson County; foundation grants and will apply for Tomorrow’s Hope funding in the near future.

G. Scott reported that the Community Dental Clinic remains very busy with one full-time dentist and multiple volunteer dentists. They have had some problems with no shows for appointments; patients not able to pay and more uninsured patients. Funding is received from ForwardHealth Medicaid for active recipients, United Way Foundation, Wisconsin Dental Association and grants when available.

Next Meeting Date/Time/Agenda Items

Next scheduled meeting: Wednesday, September 19, 2012 at 1:00 p.m. in the Jefferson County Health Department Conference Room. Any requests for specific agenda items should be submitted to G. Scott at gails@jeffersoncountywi.gov.

Adjourn

Motion to adjourn meeting at 2:20 p.m. by D. Schultz; second by M. Wiesmann; motion carried.

Respectfully submitted;
Sandee Schunk - Recorder