

**Jefferson County Board of Health  
Health Department Conference Room  
1541 Annex Road, Jefferson, WI 53549  
October 15, 2008  
9:30 a.m.**

**Members Present:** J. Nelson, G. Towers MacAskill, R. DeWolfe, A. Hutchings, Dr. Williams

**Staff Present:** G. Scott, T. Anderson, A. Lynch, B. Dehnert, E. O'Brien

**Call to Order:** The meeting was called to order by J. Nelson at 9:30 a.m.

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

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

**Review of the Agenda:** Agenda was approved as printed.

**Public Comment:** None

**Approval of August 20, 2008 Board Meeting Minutes:** A motion was made by G. Towers MacAskill, seconded by B. De Wolfe to accepted the minutes of the August 20, 2008 meeting. Motion carried by common consent.

**Financial Report:**

2009 Annual Budget and Finance Committee Recommendations

G. Scott presented the 2009 corrected budget to the Board. The Finance Committee requested that additional revenue be added to decrease the tax levy.

Loss of \$50,000 in County Funding for Rock River Free Clinic

A motion was made by G. Towers MacAskill, seconded J. Nelson to prepare a County Board budget amendment for \$25,000.00 to be reinstated for the Rock River Free Clinic. Motion carried by common consent.

**Program Updates:**

**Environmental Health Program**

Agent of the State for Department of Agriculture

A motion was made by G. Towers MacAskill, seconded by Dr. Williams to approve amending the Jefferson County Environmental Sanitation Ordinance to allow the Health Department to become an Agent of the State for Retail Food Establishments with the Department of Agriculture and to approve the license fees for all Agent facilities as proposed (see handout). Motion carried by common consent.

Agent Fees

T. Anderson reviewed the proposed changes to the Jefferson County Environmental Sanitation Ordinance including changes to the fees for licensed facilities. The Amended Section 2001-26 Environmental Sanitation of the Jefferson County Ordinance will be forward to the County Board for approval.

T. Anderson will be asking the County Board to repeal Ordinance 2008 Tattoo and Body Piercing Licenses of Jefferson County Ordinances as it will be included in the Environmental Sanitation Ordinance.

US Public Health Service Environmental Health Assistance -Well Testing in Flooded Areas and Follow up

G. Scott reported members of the US Public Health Service provided individuals who went house to house handing out four hundred water test kits to flood victims. They also provided assistance in sampling and education for contaminated wells. G. Scott reported the results will be available in the Jefferson County Health Department Annual Report.

## **Public Health Preparedness**

Public Health Consortium Coordinator

A motion was made by Dr. Williams, seconded by G. Towers MacAskill to contract for a Public Health Preparedness Coordinator for the Southcentral Wisconsin Public Health Preparedness Consortium. Motion carried by common consent.

Voluntary Organization Active in Disasters (VOAD)

G. Scott reported a long term recovering program is being established to help flood victims with additional funds from FEMA and local donations. VOAD is looking to hire a case manager and a volunteer to handle the assessments and funding decisions.

G. Towers MacAskill will provide VOAD with a list of banks that would be willing to provide staff time to handle the payouts for the flood victims.

G. Scott reported VOAD is using Public Health Preparedness dollars to provide bags with family preparedness educational materials at the polls on Election Day.

G. Scott reported Luther Elementary School in Fort Atkinson will pilot a surveillance program on school absences to (sick versus other) to develop a baseline for future use in monitoring for Outbreaks.

## **Public Health Program and Review of Statistics – Communicable Disease Cases Reported**

G. Scott reported the District Attorney notices have gone out increasing the number of children receiving vaccinations at the Health Department or at their physician's office.

G. Scott reported confusion in the community over the new immunization requirements for Dtap and Varicella.

Dr. Williams and A. Hutchings will assist the Health Department in educating the Family Practice Physicians on the new recommendations for Dtap vaccine.

Dr. Williams asked G. Scott to look into whether flu vaccine could be provided in the schools.

G. Scott reported Fort Healthcare providing vouchers for free mammograms for uninsured women in the county. The Health Department has issued nineteen vouchers and enrolled eight women into the Well Women Program with nineteen applications pending.

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

G. Scott reported the Home Health Program is coming to a close. As of November 1, 2008 the program will have one client remaining.

G. Scott reported the resignation of L. Langholff, Long Term Care Manager, S. Peschel and P. Burdick, Home Health Aides. K. Vernon, Home Health Aide will transfer to Countryside Nursing Home.

G. Scott reported some communication problems with Care Wisconsin as the transition began but improvements have been made and problems worked out. The registered nurses who have made the transition seem satisfied with Care Wisconsin.

Long Term Care Fees

A motion was made by B. DeWolfe, seconded by G. Towers MacAskill to accept the 2009 Long Term Care Proposed Fee changes as presented. Motion carried by common consent. The fees will be presented to the full County Board for their consideration and approval.

Director's Report

G. Scott submitted a written report of activities.

D. Gatzke reported on the Jefferson County Tobacco Free Coalition's efforts to make Wisconsin a smoke free work place state.

D. Gatzke invited the committee to hear Dr. Robert Shepard speak on how second-hand smoke affects health on November 13, 2008 at 6:30 p.m. at the Jefferson County UW-Extension building. Supper will be provided.

G. Scott reported the Public Health Staff being trained on signature pads for electronic entry of immunizations. G. Scott reported on problems with the signature pads and will be offering suggestions to the State on how to make the pads more workable.

G. Scott and A. Lynch attended training on Essential Services for becoming a Certified Health Department.

#### Update on Consolidated Contracts

G. Scott reported there would be no new funding in the Consolidated Contracts for 2009. The Grant objectives will be the same as 2008.

G. Scott reported there may be change in how the Tobacco Grant funding will be distributed; alliances with other counties may be formed.

G. Scott reported being a speaker at a Maternal Child Health Forum on establishing how data was used to establish the need for the Rock River Free Clinic and the Community Dental Clinic. She was also asked to speak at a Suicide Prevention Seminar.

G. Scott reported working on a grant for the Community Dental Clinic for staff salaries and a digital X-ray system.

#### Public Health Region Change to Southern Region

G. Scott reported the Jefferson County Health Department has been switched back into the Wisconsin Department of Health Services Southern Region.

#### **Family Care Transition**

##### Care Wisconsin Contract

G. Scott reported on working out contract issues with Care Wisconsin for out of county travel.

A request was made by Care Wisconsin to send nurses from Jefferson to Eau Claire and Rhinelander for assessment and evaluation visits. Scott informed Care Wisconsin that all travel related expenses would have to be paid including mileage. Care Wisconsin was going to look at alternatives.

##### Long Term Care registered Nurse (LTC) Staffing

G. Scott reported three new registered nurse positions were approved by Human Resources for the Care Wisconsin agreement. The positions now have to be approved by the full County Board.

G. Scott reported two Home Health registered nurses successfully transitioned to Care Wisconsin.

##### Request for Amending Union Contract for LTC RN Hours of Work

G. Scott reported Care Wisconsin asking the Health Department to request an amendment to the Professional Union Contract to allow overtime after forty hours versus eight hours.

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

December 17, 2008 at 9:30 A.M.

A motion was made by G. Towers MacAskill, seconded by B. DeWolfe to adjourn. Motion carried by common consent.

Respectfully Submitted,

Barbara Dehnert, Recorder