

**Health & Aging Committee Meeting Minutes
February 21, 2013**

COMMITTEE MEMBERS PRESENT: Romelle Vandervest, Bob Mott, Marge Saari, Nancy Brisse (Aging), Candy Sorenson, Jackie Cody

COMMITTEE MEMBERS ABSENT/EXCUSED: Greg Berard, Joan Hauer (Aging), Maxine Meyer (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Linda Conlon, Dianne Jacobson, Jody McKinney, Dawn Johnson, Todd Troskey, Jen Dolling (Intern)

OTHERS PRESENT: Carol Pederson, Jen Dolling (Intern) University of Green Bay

Aging:

Approval of agenda for today's regular meeting

Meeting called to order by Chairperson Romelle Vandervest at 8:30 AM at the Health & Aging Building, 100 W Keenan St.

The Chairperson noted that this meeting of the Health & Aging Committee had been properly posted in accordance with the Wisconsin Open Meeting Law.

Motion made by Mott, seconded by Brisse to approve today's agenda as presented and move items around as needed. Motion carried.

Public comment/ communications: Jen Dolling , University of Green Bay, working on her Bachelors degree with an internship with the Public Health Department.

Senior Center Rummage Sale Storage:

Romelle reported that after much discussion at the Building & Grounds Committee meeting the committee approved allowing the Senior Center to use the old WPS building for both rummage storage and for use for the May 2-4 rummage sale. The committee encouraged the Senior Center to find another suitable location for future sales.

2012 Close One

Jacobson presented the 2012 Close One materials. Any expense line that was over spent by more than \$1 must have a line item transfer done to cover the overage. All line items were approved by Margie Sorenson before they are presented to the committee. Jacobson presented and discussed the year end revenue sheet. Motion made by Brisse, seconded by Saari to approve 2012 Close as presented. Motion carried.

Line item transfers, Vouchers and purchase orders: : Motion made by Cody, seconded by Sorenson to approve voucher and purchase orders and line item transfers for 2012 Close One as presented. Motion carried.

Personnel Update: The Elder Benefits Specialist (EBS) is currently on family medical leave (FML) since mid-September. With the start of a new calendar year the employee is eligible for another 12 weeks of FMLA. She could be off until almost the end of March. Kris Schiek is a 60% LTE employee who has been serving in the EBS position. Kris worked as an Assistant to the EBS in past years during Medicare Part D Open Enrollment period and she has been doing an excellent job, but we are in desperate need of a full-time permanent EBS employee. A new receptionist has been hired for the front desk at the Department on Aging. Anna Kazda She will be working M through F from 9 a.m. - 1 p.m. as a LTE employee. She starts on Friday Feb. 22. 2013.

Legislative Update: Governor Walker's budget came out yesterday. ADRC funding appears to have a slight increase, but likely no major impact on our office. Family Care expansion was not funded, so Oneida County will retain the "Legacy Waiver" programs in the Department of Social Services during the next biennium. .

Monthly Reports: Staff and program reports: Reports reviewed. Jacobson explained how the escort ride program is run and the breakdown of the percentages of the cost to the client. The escort drivers are paid \$0.565 per mile (IRS federal rate). The passenger is asked to pay for 1/3 of this cost for up to 300 miles in a calendar year, 1/2 of the cost from 300-600 miles, and then the full cost after 600 miles in a calendar year. Motion made by Brisse, seconded by Mott to approve monthly reports. Motion carried.

Out of County Travel: none

Agenda items for next meeting:

Escort and transportation, brief summary about respite care for dementia clients.

Health & Aging:

Minutes of January 17, 2013 meeting: Motion made by Sorenson, seconded by Mott to approve minutes of January 17, 2012 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting: Regular Meeting scheduled for March 21, 2013 @ 8:30 a.m. at the Health & Aging Building, 100 W Keenan St in the Aging Department. Health will present their agenda first; Aging to follow @ approximately 9:15.

Health & Aging Building Issues:

Fire alarm system is now installed, if the alarm goes off the fire department will be automatically dispatched.

Health:

Personnel Update:

Conlon presented two certificates of recognition for years of service. First one to Anne Cirilli,

Family Planning Cert. Health Education Specialist, for twenty years of service although Cirilli was a LTE for the county for nine years before being hired full time. She has actually then, has been a county employee for thirty years. Cirilli has been with the family planning program since its inception. Next was Liz Whalen, Public Health Nurse, with a five year service award. Whalen keeps the Health Department up to date on all the policy and procedures and nursing guidelines.

A new assistant director has been hired, his name is Carl Meyer and he will be starting on March 4th.

Monthly Reports:

- Environmental Health: Summary given by Todd Troskey and Jody McKinney, Registered Sanitarians. There were five complaints investigated since the January Board of Health meeting.
 1. An unlicensed baker located in Rhinelander. A complaint came in by telephone to McKinney that a private individual was still selling bakery to private and public individuals. Normally the individual will be sent a cease and desist order, however in this instance this individual was licensed last fiscal year by Oneida County Public Health (OCHD) and their renewal form was sent in which the individual stated that they were no longer in business. After investigating further this individual has been very active in continuing the bakery business since last May. The individual was then issued a citation and an operating without a license fee to date the citation has not been paid nor has the license fee been paid to date. The court date has been set for Monday February 25th. If the individual pleads now guilty a court date will be set.
 2. Minocqua Manufactured home community has electrical issues. During an investigation of a hoarding complaint, An OCHD nurse noted a possible electrical issue at a home. The OCHD licenses and inspects manufactured home communities for the Department of Safety and Professional Services (SPS). Based upon a follow up inspection by a registered sanitarian, and discussed with the home owner, the suspected electrical issues were confirmed. The OCHD is discussing the situation with SPS to determine a course of action.

Other

Channel 7, Wausau Public records request- A request was made for the last two routine inspections reports for high complexity restaurants and fast food chain restaurants. OCHD also set up an interview with an owner with Channel 7 for a series called "How Safe Is Your Food." On Feb 12 Channel 7 met with the Oneida County Sanitarians at Holiday Acres along with the owner of Holiday Acres Kin Zambon. The interview aired on February 14, 2013. The part involving Holiday Acres was positive. The sanitarian discussed some of the inspection techniques, and how they work with the operator's very closely to achieve compliance.

2) Trig's Smokehouse has installed a commercial ice machine for wholesaling ice to the other 5 Trig's stores. The Trig's Smokehouse-meat sales, is inspected by DATCP. They are an agent for the USDA, and the contract between the USDA and DATCP does not allow for inspection of non-meat related items. The Health Department offered to provide input on the ice-making facility. Trig's gladly accepted.

3) A resort well chlorination update discussed a salt-chlorine well disinfection. Post disinfection samples again were positive for coliform bacteria. Additional discussion with the DNR and the facility owner resulted in another round of sampling. The sampling

focused on determining whether the well or the distribution system is the culprit. All samples were positive, which indicated the likely source is the well.

- Communicable Disease: 6 cases of Chlamydia, 3 Hepatitis C, 5 Influenza Associated Hospitalization, 7 Pertussis, 4 Salmonella, 1 Shagella, and 2 probable cases of Pertussis.
- Health Hazards: There is still three cases open form 2012. The open cases are for mold and one oil spill. One of the previous oil spills has closed. 2013 the open cases are several hoarding, no water in an apartment, and mold.

New Tick Disease

Babesiosis is the new tick disease, but it is not really new disease, there are not very many cases in this area. The annual numbers of Babesiosis will be in the OCHD annual report. Babesiosis is contracted through the same tick that a person can contract lymes disease from. Conlon handed out a hand out on Babesiosis covering who is at risk, how the Babesia parasites are transmitted, and the diagnosing of Babesiosis. There have been reported cases in Oneida County; however it is more prevalent in the Midwest. Clients wanting to be tested for Babesiosis and any other tick born disease must ask to be tested for a tick panel.

Accreditation Update

Conlon stated that the OCHD is halfway done with uploading the ninety-seven measures and for most of those measures each measure takes between four and five documents. When the Public Health Accreditation site team comes, Conlon requested if a few of the committee members would come to explain process of how the OCHD gets things approved and the role of the board.

Robert Wood Johnson Grant

Conlon presented a packet containing information on the Robert Wood Johnson Grant is a grant that the OCHD is participating with eighteen other counties in the northern region. The two-year \$125,000 Northwood's Public Health Community grant was awarded to a coalition of 18 public health agencies in northern Wisconsin. The grant looks at the cross-jurisdiction sharing might better equip to complete their jobs and how to improve their efficiencies, outcomes and costs. Most of the physical work is being done by Marathon County. All travel for these meetings are covered by the grant.

Physician Update

No contact from the physician that was contacted. Conlon will contact another Physician if she has not heard back from the first one by March 4, 2013.

2013 Health Department Fees

Conlon handed out a hand out on the OCHD 2013 Fee Schedule. Hepatitis A, Hepatitis B, Pneumovac, and Influenza prices have gone to help recoup the rising costs of the vaccines.

Motion made by Cody, seconded by Mott to approve the 2013 Health Department Fees, motion carried.

2012 Close One

Conlon handed out a handout of the 2012 Close One so the committee could see the changes being made to the budget. The biggest item in the overview for 2012 Close is the purchase of equipment for the move to the new building. The state is coming to do a quality improvement project and is looking at revenue how to increase revenue without impacting the clients. Their will be a little bit of increase cost to the clients due to the fees, but the increase is not making the services inaccessible to the clients. Conlon will present more at the 2012 Close Two.

Motion to approve made by Cody, seconded by Sorenson to approve 2012 Close One. Motion carried.

Legislative Update

None

Request for Meeting and Workshops Motion made by Saari, seconded by Cody to approved request for meetings and workshops. Motion carries.

Vouchers, purchase orders and line item transfers: Motion made by Mott, seconded by Sorenson to approve voucher and purchase orders totaling \$892.45 and line item transfers as presented. Motion carried.

Agenda items for next meeting: Physician Contact and consultation fees.

Public comment/ communications: None.

Motion by Cody, seconded by Saari to adjourn at 10:40 a.m. Motion carried.

Committee Chairman

Committee Secretary