

Health & Aging Committee Meeting Minutes

July 18, 2013

COMMITTEE MEMBERS PRESENT: Jackie Cody, Bob Mott, Marge Saari, Candy Sorenson, Romelle Vandervest, Joan Hauer (Aging), Nancy Brisse (Aging), Greg Berard, Dr. Amy Slette

COMMITTEE MEMBERS ABSENT/EXCUSED: Maxine Meyer (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Linda Conlon, Carl Meyer, Todd Troskey, Dianne Jacobson, Dawn Johnson, Linda Pipgras

OTHERS PRESENT: Jonathan Anderson, reporter from: The Lakeland Times

Aging:

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 Cody, seconded by Mott to approve today's agenda as presented. Motion carried.

Public Comment/ Communication: None

Nutrition Program:

Jacobson presented the nutrition update. Last month the suggested donation for the meals were increased from \$3.00 to \$3.50 for all congregate meals and from \$3.25 to \$3.75 for home delivered meals. The average donations from participants have gone up an average of \$0.60 showing a good response from participants' acceptance of the new price increase. To keep the incentive going on the awareness of the cost of the meals, informational placemats will be at the dining sites to keep an awareness of the true cost of the meals. Jacobson went around to the various meal sites and presented the option to move the serving time for all the dining sites from noon to 11:30 a.m. none of the dining sites felt this would be an inconvenience. Moving the serving time would save on dining site manager's hours to make the meal sites more cost effective. Jacobson also gave an update on the impact of the sequestration and the census impact on the program.

Motion made by Cody, seconded by Brisse to approve moving the dining site serving times from noon to 11:30 a.m. effective September 1, 2013 as presented. Motion carried.

2014-2016 Nutrition Caterer Bid Process:

Jacobson presented the caterer bid process to the committee. Currently Lynn's Catering holds the catering contract since 2010 buy competitively out bidding the competition. One caterer bids for all eight dining sites for the two year contract. The county process for bidders is that it is published in the paper and any interested bidder receives a packet and then they

submit their bid. The bids are then opened by the committee scheduled for the budget meeting in September. Contracts start in January and run for two years.

Discussion only no action taken.

2014 Budget:

Jacobson discussed the schedule for the 2014 budget deadlines. The county Finance department distributed a packet to all committee members and county board members. Two priorities Jacobson presented for the 2014 include a reclassification of the Elder Benefit Specialist position to a more professional grade (no additional county funding is required due to the new 100% time reporting for federal match). The second item is to increase our ability to fund raise and receive charitable donations. The deadline for giving Finance the approved budget is September 17th.

Discussion only, no action taken.

Compensation Study:

Jacobson presented an overview of the compensation study currently being done for all Oneida County Employees. The county has contracted Carlson Dettmann to do the compensation study. Each county employee is required to fill out a job description questionnaire. This questionnaire is reviewed by the supervisor/department head and then submitted to LRES by Tuesday, August 6, 2013.

Discussion only, no action taken

Tri-County Transit:

Jacobson gave out handed out the announcement and gave an update on the Tri-County Transit, meeting scheduled for August 7, 2013. The North Central Planning Commission was contracted by the Department of Transportation to conduct these meetings. This meeting will be publicized in the papers and is open to the public. This meeting is for Vilas, Forest and Oneida counties and it will be held here in the Health and Aging Building from 9:30 a.m. to 12:00 p.m. in the Spruce Room of the Aging Department.

Discussion only, no action taken.

Legislative Update:

Jacobson distributed the legislative update. Jacobson presented handouts on the N4A (the National Area Association of Aging) this is all of the aging agencies. GWAAR is our local aging agency which funds our Older Americans Act funding in federal law the programs such as nutrition, senior centers, community services, and prevention programs and a variety of services are funded by the OAA. These OAA funds make up a third of the budget comes from grants such as this.

Discussion only, no action taken.

Monthly Reports:

Jacobson distributed the monthly program reports.

Motion made by Cody, seconded by Saari to accept the monthly reports as presented.

Request for Meetings & Workshops:

Jacobson presented requests for meetings and workshops.

Motion made by Berard, seconded by Saari to approve the requests for meetings & workshops as presented. Motion carried.

Vouchers, purchase orders and line item transfers:

Jacobson presented the vouchers and purchase orders, there were no line item transfer.

Jacobson explained a request for payment from the Lakeland Senior Center to repair their dishwasher.

Motion made by Brisse, seconded by Berard to approve to pay half of the repair of the Lakeland Senior Center's dishwasher with Lakeland Senior Center to pay the other half. Motion carried.

Motion made by Saari, seconded by Sorenson to approve vouchers as presented. Motion carried.

Health & Aging:

Minutes of June 20, 2013:

Motion made by Brisse, seconded by Sorenson to approve minutes of June 20, 2013 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting:

Regular meeting scheduled for August 15, 2013 @8:30 a.m. at the Health & Aging Building, 100 W Keenan St. Aging to go first with Health to follow at 9:30 a.m. Health & Aging Budget meeting scheduled for September 5, 2013 @8:30 a.m. at the same location.

Employee parking lot visit: Discussion regarding the issues related to increasing parking spaces on the old Daily News property. Due to time constraints the committee agreed to independently look at the parking lot; this topic will be carried over to the August agenda.

Health:

Introduction of Dr. Amy Slette, pediatrician at Ministry and newest member of the Board of Health.

Program Update: Wisconsin Well Woman Program:

Charlotte Ahrens, Public Health Nurse and Well Woman Coordinator, discussed the Wisconsin Well Woman Program.

Monthly Reports:

- Environmental Health: Summary given by Troskey, Registered Sanitarian.
 - Minocqua restaurant investigated for blood found on the inside of a fry carton. The procedure for stocking and filling the fry cartons was reviewed. The procedure for injury reporting and glove use with hand injuries was reviewed. Recommendation was made for store to review policies on injury reporting.
 - Complaint received on Tuesday for employees smoking in the kitchen/prep area of a Rhinelander restaurant. This has not been investigated yet.
 - Other news: Sanitarians were at Hodag Fest Wednesday through Friday. A total of 27 vendors were inspected. Friday focused on reinspections. One facility needed a significant amount of time on Thursday. Food safety at that booth was significantly better on Friday.

- Communicable Disease: Summary given by Director.
 - 2 Blastomycosis, 1 Campylobacteriosis, 4 Chlamydia, 1 Cryptosporidiosis, 1 E-Coli, 13 Ehrlichiosis/Anaplasmosis, 1 Hepatitis B, 1 Legionellosis, 4 Lyme disease, 1 Mycobacterial disease, 1 Pertussis, 1 Streptococcal disease, 1 Varicella.
- Health Hazards: Summary given by Director.
 - Continuation of April complaint for no running water. Tenants moved out and landlord is fixing the water but is not allowed to rent until inspected by Health Department.
 - Hazelhurst residence – hoarding issue involving cats and mental health issues.
 - Pine Lake residence – landlord replaced hot water heater. Tenant had no hot water.
 - Pelican residence – garbage, no running water, no electricity. Renters in process of being court ordered to move out and the landlord needs to remove the garbage. Will be reinspected August 1st.
 - Three Lakes residence was investigated for mold. Professional cleaning is being done before being put on the market.
 - Newbold residence with cats being investigated.
 - Pelican residence investigated for hoarding and garbage. Working with Social Services and Law Enforcement.
 - Minocqua residence investigated earlier for electrical, cats, hoarding – received another call. Arranging another visit along with Social Services and Law Enforcement.

Revisit draft of general guidelines for rental properties:

Conlon reviewed revisions to the human health hazard investigation/ response plan procedure for rental properties.

Motion made by Saari, seconded by Mott to approve human health hazard investigation policy and procedure as presented. Motion carried.

Accreditation Update:

Conlon gave update on the accreditation process. Everything that needed resubmitting has been done and is in the hands of the three reviewers. When they are done reviewing, they will give us date for an onsite visit.

Discussion only, no action taken.

Shared Services Grant:

Conlon discussed the shared services grant. Oneida County Health Department is part of a consortium of 18 counties. It is a CDC grant on shared services. They surveyed all health departments related to what kind of services they are sharing. They are currently tabulating that data and will start putting out reports, newsletters and fact sheets for health departments on how to share services and increase efficiency.

Discussion only, no action taken.

2014 Budget:

Conlon discussed the 2014 budget. Departments were asked to submit budget priorities. One of her budget priorities was for a .5 Community Health Specialist to be used for performance management, quality improvement, evaluation, health data management and epidemiology, and chronic disease. Conlon stated these areas are part of the health

department's growth, efficiency and accountability to the public and to our constituents. To have a more consistent manner of funding for these items is very important. This request will be brought to the Administration Committee.

Discussion only, no action taken.

Legislative Update:

Conlon gave legislative update. Governor Walker's refusal to take federal Medicaid funding continues to be an issue. Cody stated that DHS was not going to notify those losing Badgercare coverage until Thanksgiving weekend but have since changed that to the last week in September so they can be part of the exchange. Also, those individuals who lost coverage will be told why they lost coverage when they go to the exchanges. They will be told it is because of the decision by the legislature not to accept federal funding.

Discussion only, no action taken.

Request for meetings and workshops:

Motion made by Berard, seconded by Cody to approve meetings and workshops as presented. Motion carried.

Vouchers, purchase orders and line item transfers:

Motion made by Mott, seconded by Cody to approve voucher and purchase orders totaling \$29,425.70 and line item transfers as presented. Motion carried.

Agenda items for next meeting: Regular items.

Public comment/ communications: None.

Motion made by Berard, seconded by Mott to adjourn at 11:00 a.m. Motion carried.

Committee Chairman

Committee Secretary