

Health & Aging Committee Meeting Minutes

July 16, 2015

COMMITTEE MEMBERS PRESENT: Bob Mott, Alan VanRaalte, Tom Kelly, Jackie Cody, Bill Freudenberg, Dr. Amy Slette (Health), Marge Saari, Ed Hammer (Aging)

COMMITTEE MEMBERS ABSENT/EXCUSED: Joan Hauer (Aging), Nancy Brisse (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Carl Meyer, Linda Conlon, Dani Benzinger, Dianne Jacobson, Dawn Johnson

OTHERS PRESENT:

Health:

Meeting called to order by Chairperson Bob Mott at 9:00 a.m. at the Health & Aging Building, 100 W Keenan Street.

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

Approval of agenda for today's regular meeting: Motion made by Alan VanRaalte, seconded by Jackie Cody to approve today's agenda with the discretion of the chairperson to move the order of items on the agenda as needed. All ayes; motion carried.

Public comment/communications: None

Monthly Reports/ Updates:

- Environmental Health – Summary given by Linda Conlon:
 - The Sanitarians inspected the vendors during Country Fest last week and only had one issue with a vendor processing raw chicken and no running water or soap. The issue was quickly resolved onsite.
 - The technicians are busy with summer camp inspections. The Public Health nurses worked with them to get communicable disease letters drafted and delivered.
 - The Crescent spring/well, tested positive for non-EColi bacteria again this year and a boil water notice was posted. Garbage, fish remains and other contaminants have been noted in the immediate vicinity of the spring that could have caused the bacteria contamination. The cap and part of the liner was cracked. A new cap and liner piece was installed, clean up around the area and slow releasing chlorine was used to correct the problems. The recent test was

negative for bacteria. The sanitarians will test the spring again next month, currently the boil water notice has been lifted.

- Communicable Disease – Summary given by Linda Conlon:
 - Reported: 2 campylobacteriosis, 5 chlamydia, 1 ehrlichiosis, 9 ehrlichiosis/anaplasmosis, 2 hepatitis B, 4 hepatitis C, 13 lyme disease, 19 lyme disease lab report, 1 metal poisoning, 1 streptococcal, 1 tuberculosis
 - Confirmed: 2 campylobacteriosis, 5 chlamydia, 7 ehrlichiosis/anaplasmosis, 1 hepatitis B, 3 hepatitis C, 6 lyme disease, 1 streptococcal
- Health Hazards – Summary given by Carl Meyer:
 - New cases: None
 - Existing cases: 1 air quality, 1 housing, 1 meth, 2 mold
- Legislative Update – Summary given by Linda Conlon:
 - The Governor and Legislators have passed the budget. There were 104 vetoes. Within the Public Health provisions the Joint Finance Committee deleted the State Lab of Hygiene's transfer and funding transfer. The Joint Finance Committee approved the transfer of body art and piercing to DATCP. The restriction on raising fees was taken out and fees can be raised as needed. The Wisconsin Well Woman Program funding increased for the transfer and reorganization needs. Funding for HIV/aids increased \$300,000.
 - A bill has been proposed to not allow an employer to fire an employee for refusing the flu vaccine.
 - Another proposal is seeking to change the Public Health Nurse requirements. Currently a Bachelor's in nursing is required and will be supported to be continued. We may seek a letter of support from our Board of Health if this bill moves forward; right now it will likely take 2 years before any changes could be made.
 - The requirements for health department levels could be changed. Oneida County Public Health is a level 3 under current requirements.
 - Another bill being proposed would prohibit abortions at 20 week and later.
 - Alan VanRaalte inquired if there will be an impact on our health department if assistance program drug testing is implemented. Linda stated that our department could be responsible for some or part of it. Discussion was held on effectiveness of drug testing in other states.

Credit Card: Bob Mott presented the Administrative Committee's approval of the Health Department's own credit card after the department establishes standards of use. Linda and Carl will be working out the monitoring standards, rules and procedures with Marge Sorenson in Finance. The card is not intended for use outside of the department, except in limited special circumstances.

Program Generated Revenue Request Proposal: Linda Conlon presented the request. The department requests to carryover 5% of annual generated revenues, not tax levy. A large portion of program generated revenue is from the flu season which is late in the year. It is stressful to spend funds before the numbers are supported. Discussion held on how unpredictable supply and demand is for flu vaccines. Potential purchases and projects have been on hold because revenue is unknown until after the season is billed and reimbursed. Tabled for next month's meeting.

Board of Health Project Proposal: Bob Mott proposed finding a project to benefit the community that the board could undertake. The variety of objections to immunizations was discussed as a

project idea: Trying to defeat the myths and promote the truths about immunizations. Discussion was held on public fears, public receptiveness, barriers to immunizing and the burden on staff. Linda will bring back guidelines for roles of the board and staff and project ideas that other boards have accomplished.

QI Project Results Report: Linda Conlon presented an info-graphic that Kyla created that illustrated the 2014 and 2015 projects. A total of 8 projects were started in 2014, and 7 in 2015. For information only, no action taken.

Strategic Plan: Linda Conlon presented the background process of the plan for 2015-2018 Strategic Plan. The next steps are to present the finalized plan and implement it across the department. The plan explains where the department's direction comes from. The plan illustrates the peak of our mission, down to the daily follow through. The accreditation process, health disparity, department goals, resources and budget are all encompassed in the plan.

Motion made by Jackie Cody, seconded by Marge Saari to approve the Strategic Plan of the Oneida County Health Department. All ayes; motion carried.

Staffing Updates: The new staff members are Kristi Wehrwein at the front desk and Nichole Peplinski in the WWWP. They will be introduced at the meeting next month. No person has been hired to fill Registered Dietician position, new ads will be run.

Vouchers, purchase orders and line item transfers: Motion made by Alan VanRaalte, seconded by Jackie Cody to approve the line item transfers, vouchers and purchase orders. All ayes; motion carried.

Agenda items for next meeting: Request for carryover, BOH project proposal, introduce new employee or staffing updates, WI WINS Program, E-cigarette presentation

Public Comment/communications: None

Health & Aging:

Minutes of June 18, 2015 meeting: The meeting minutes for June 18, 2015 were reviewed. Motion made by Marge Saari, seconded by Ed Hammer to approve the meeting minutes. All ayes; motion carried.

Date/time/location of next meeting: Regular meeting scheduled for August 20, 2015 at 9:00 a.m. in the Health & Aging Building, 100 W Keenan Street. The Board of Health will begin at 9:00 a.m. on the second floor with joint meeting of Health & Aging to follow. The Commission on Aging will meet at approximately 10:00 a.m. on the first floor. Bob Mott will not be available and Jackie Cody agreed to chair the meeting.

Health and Aging issues: Evaluate meeting time and department to start meetings. Linda will have a survey monkey or doodle created to determine the how we could resolve scheduling conflicts. The weekday and time of the meeting and which department will start the meeting will be reviewed.

Public comment/communication: None

Recess: The meeting will recess for a few minutes and reconvene in the same room for the Commission on Aging Meeting. The Board of Health only members are excused.

Aging:

Reconvene meeting: 10:38 am

Public comment/ communications: None

Commission on Aging By-Laws: Jacobson presented the Commission on Aging By-Laws. The committee members requested this to be tabled until next meeting to give the members time to review the by-laws. Discussion only, no action taken.

Lakeland Senior Center Updates: Jacobson presented the Lakeland Senior Center update along with Mott. A letter was drafted by Mott and sent to the Lakeland Retirement Board Chair Person Brian Nerdahl. The letter stated that there will be no further 2015 funding allocation for the Lakeland Senior Center until the criteria outlined in this letter was met. The recent request for financial assistance for repairs on the van was also declined. Jacobson is meeting with Headwaters to see if they could run a route in the Lakeland area. Discussion only, no action taken.

Transit Commission Update: Jacobson gave the Transit Commission update. The next transit commission meeting is scheduled for July 24 at 9:00am. Dave Lowe is writing the job description for the Transit Commission Director. This will be voted on at the July 24 meeting. A checking account for the Transit commission has been opened at Peoples Bank. Starting to work on route planning possibly opening up the Department on Aging Bus to the public soon. Vilas already has a bus that runs to the Lakeland area three days a week for dialysis patients. This bus may also be opened up to the public for Monday, Wednesday, and Friday runs from Eagle River. Jacobson is meeting with Headwaters on July 17 to see about possible starting a route and have a contract drawn up. Discussion only, no action taken.

Donor Program: Jacobson gave the Donor program update. The donor tree is up and completed on the wall between the Cedar and the Tamarack room. Jacobson presented a draft of the Donor Recognition Tree donation pamphlet. Minor changes were suggested by committee members: change the word accumulative to cumulative and add a line to give the donor an option to designate what programs their monies will go to. Motion made by VanRaalte, seconded by Cody to move forward with the Donor Recognition Tree donation pamphlet. All ayes, motion carried.

Dining site closure proposal: Jacobson presented the dining site closure update. Jacobson filed the notice with Greater Wisconsin Agency on Aging Resources (GWAAR) on the Pier-Willow Dining Site closure. Discussion only, no action taken.

Governor's Budget/Legislative Update: Jacobson gave the Governor's budget/legislative update. On Sunday, Governor Scott Walker, signed into law the 2015-2017 state budget. The Aging & ADRC Directors are working with the Department of Health Services for follow-up reviews designated in the budget. Jacobson also presented the legislative update advocacy alert to urge support for S.192 Bipartisan Older Americans Act reauthorization bill. Discussion only, no action taken.

2016 Budget and LTE request: Jacobson gave the 2016 budget update and LTE request. Lisa Charbarneau (LRES Director) has created a new LTE pay schedule that LRES committee will be reviewing/approving at their next meeting on July 22 at 9:00am to vote of the LTE positions. Wage step increase to be set for increases if warranted. Discussion only, no action taken.

Home Delivered Wait List Policy: Jacobson presented the home delivered wait list policy Motion made by Kelly, seconded by Saari to approve the home delivered wait list policy into the Oneida County Department on Aging Policy and Procedures as presented. All ayes; motion carried.

Closed Session: Topic: Employee Evaluation-Director: Jacobson handed out her goals for 2014. Committee felt that going into closed session was not needed. Discussion only, no action taken.

Return to open session: Did not go into closed session, see above.

ADRC of the Northwoods Interim Regional Manager Update: Jacobson reported everything is going well, but it is challenging. Jacobson and Piazza have been putting in the extra hours needed, but Sue Piazza has declared that she only serve in this capacity until August 28th. Jason Kirker, ADRC Specialist turned in his resignation yesterday July 15, 2015. Jacobson requested a meeting for next Tuesday July 21 at 9:00am to wave the 6 month hold on filling the position. The meeting will be on the second floor of the courthouse room 1. An agenda will be posted outlining this meeting. Discussion only, no action taken.

Monthly Reports: Staff and program reports: Jacobson presented the monthly reports. Discussion only, no action taken.

Vouchers, purchase orders and line item transfers: Jacobson presented the vouchers, purchase orders and line item transfers for approval.

Motions made by VanRaalte, seconded by Cody to approve the vouchers and purchase orders as presented. All ayes, motion carried.

Line item transfers: None

Agenda items next meeting: By-Laws, Lakeland Senior Center, Transit Commission, Donor program and all other usual agenda items.

Public comment/communication: None

Adjournment: Motion made by Cody, seconded by Kelly, to adjourn at 11:44 a.m. All ayes; motion carried.

Committee Chairman

Committee Secretary