

# Health & Aging Committee Meeting Minutes

## October 15, 2015

**COMMITTEE MEMBERS PRESENT:** Jackie Cody, Alan VanRaalte, Tom Kelly, Bill Freudenberg, Dr. Amy Slette (Health), Marge Saari, Nancy Brisse (Aging), Joan Hauer (Aging), Ed Hammer (Aging)

**COMMITTEE MEMBERS ABSENT/EXCUSED:** Bob Mott

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None

**STAFF PRESENT:** Dianne Jacobson, Dawn Johnson, Linda Conlon, Danielle Benzinger

### **OTHERS PRESENT:**

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#### **Health:**

Meeting called to order by Acting Chairperson Jackie Cody 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 Marge Saari 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:
  - Body art facility: The court trial is set for October 22, 2015. Their license was rescinded in September for lack of spore testing and non-payment of annual license fees. Additional non-compliance issues are being investigated.
  - Outdoor wood burner complaint: The complainant was given the Health Department's handout regarding stack height stack, wind consideration during burn times and wood types. There is no current ordinance for the department to site and monitoring is very time consuming. Jackie Cody requested the number of complaints over the previous years and the board may consider forwarding an ordinance resolution to the County Board.
  - Tattooing in personal residence complaint: The department is currently investigating this complaint.
- Communicable Disease – Summary given by Linda Conlon:
  - Reported: 1 babesiosis, 2 campylobacteriosis, 2 chlamydia, 2 cryptosporidiosis, 3 ehrlichiosis/anaplasmosis, 3 giardiasis, 1 gonorrhea, 1 hepatitis E, 7 lyme disease, 8 lyme laboratory report, 1 methemoglobinemia, 1 mycobacterial disease non TB, 3 pertussis, 1 salmonellosis

- Confirmed: 1 babesiosis, 2 campylobacteriosis, 2 chlamydia, 1 cryptosporidiosis, 3 ehrlichiosis/anaplasmosis, 3 giardiasis, 1 gonorrhoea, 7 lyme disease, 1 mycobacterial disease, 1 pertussis, 1 salmonellosis
- Health Hazards – Summary given by Linda Conlon:
  - New cases: 1 mold; 1 solid waste/garbage.
  - Existing cases: 1 meth, 1 mold, 1 solid waste/garbage.
- Legislative Update – Summary given by Linda Conlon:
  - AB 311 and SB 238 were discussed and how an amendment could exempt the public health departments and private family planning programs from the bill. The amendment removes clause K from the bills. The bill appears unlikely to pass if the amendment isn't attached and public health is not removed. Most legislatures didn't seem to understand that Northern WI has no Planned Parenthood.

Flu update: We are having a very slow start to our flu season. So far our clinics are only seeing about half the clients that we have in previous years. We have a mass clinic at the Rhinelander High School that has been heavily advertised and we are hoping to have a large turnout. The mild fall weather may be a factor but the report of high numbers of respiratory distress patients could start bringing people into the department for immunization.

Vacancy reviews: There are 3 new vacancies to address and no Registered Dietician hired yet.

The Account Technician, Patti Olson-Theiler is retiring December 31, 2015. Linda Conlon would like to fill prior to her retirement so she can train the replacement. Motion made by Alan VanRaalte, seconded by Marge Saari to approve filling the Account Technician vacancy due to retirement. All ayes; motion carried.

The Account Technician, Danielle Benzinger, has submitted a notice that her last day is October 20, 2015. This position handles immunization billing and sanitarian renewals and is cross trained in WIC department and the front desk. Motion made by Tom Kelly, seconded by Marge Saari to approve filling the Account Technician vacancy due to termination notice. All ayes; motion carried.

The Assistant Director, Carl Meyer, put in his notice and his last day is in mid-December, 2015. This is a necessary position for managing the health department. Motion made by Alan VanRaalte, seconded by Tom Kelly to approve filling the Assistant Director vacancy due to termination notice. All ayes; motion carried.

Community Health Assessment: Linda Conlon presented the new Community Health Assessment Survey. The survey addresses barriers to health care, food choices, staying active and lifestyle choices. The survey can be accessed through the Oneida County Public Health Department website at <http://oneidacountypublichealth.org/>, paper surveys available at the health department and various locations around Oneida County, a QR code and Facebook. Please have everyone you know that lives in Oneida County complete the survey. Survey results will be reviewed Friday, December 11, 2015 at Nicolet. Gaps, trends and strengths will be analyzed and the top 3 health focus areas will be selected for addressing in the upcoming years. Jackie Cody asked to see a comparison in the number of responses between the current survey and the previous Community Health Assessment survey.

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

Agenda items for next meeting: OWB, vacancy updates, CHA update, flu update

Public Comment/communications: Jackie Cody commented on a growing concern of hers that our committee is being politicized. When a member has private connections or strong political views should not be allowed to abstain on votes.

### **Health & Aging:**

Minutes of September 17, 2015 meeting: The minutes for the September 17, 2015 Health and Aging meeting were reviewed. Motion made by Alan VanRaalte, seconded by Tom Kelly to approve the September minutes with noted corrections by Alan VanRaalte. All ayes; motion carried.

Date/time/location of next meeting: Regular meeting scheduled for November 19, 2015 at 9:00 a.m. in the Health & Aging Building, 100 W Keenan Street. The Board of Health meeting 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. Fourth Thursday starting in January

Health and Aging issues: None

Public comment/communication:

Recess: Motion made at 10:00 a.m. to move downstairs to the Aging Department Balsam Room to reconvene for the aging part of the meeting. Motion made by Marge Saari, seconded by Alan VanRaalte to recess the meeting. All ayes; motion carried.

### **Aging:**

Reconvene meeting: 10:06 am

Public comment/ communications: None

2016 Budget: The finance committee directed to decrease the 2016 tax levy request for non-personnel lines by 5%. Adjustments were made that will not reduce services or increase the workload of personnel. Discussion only, no action taken.

Caterer Contract 2016-2017: The Health & Aging Nutrition Subcommittee reviewed the one proposal (submitted by Lynn's Catering). The sub-committee recommends for the committee to except the bid from Lynn's Catering. Motion made by VanRaalte, seconded by Hammer to except the recommendation and award the caterer contract for 2016-2017 to Lynn's catering. All ayes, motion carried.

Lakeland Senior Center Updates: Jacobson gave the Lakeland Senior Center update. The Lakeland Senior Center has signed the document terminating our 2015 contract. The Department on Aging can now move forward with a contract with Headwaters, Inc to provide transportation services in the Lakeland area. Discussion only, no action taken.

Transit Commission Update: Jacobson and Hammer gave the Transit Commission update. The Commission is finalizing negotiations with the candidate offered the Transit Manager position. Hammer is also working with Headwaters, Inc on potential office space for the Manager. Corp-council is amending the Headwaters 2015 contract to add the new transportation services in the Lakeland area. Motion made by Van Raalte, seconded by Brisse to grant permission for

Chairperson Mott to sign the contract when it is completed by Corp Council. All ayes, motion carried.

Legislative Update: Jacobson gave the Legislative update. The Wisconsin Long-Term Care Coalition's Keep Our Care at Home. The Department of Health Services is asking for ideas on what could be better, and what should remain the same. They want to make sure Wisconsin's new family care/ IRIS system works for everyone. Discussion only, no action taken.

ADRC of the Northwoods Interim Regional Manager Update: Jacobson gave the ADRC Update. The new regional manager Janell Schroeder will start on October 21, 2015. Schroeder is a social worker and has past work experience in Oneida County Social Services, the Human Service Center, Greater Wisconsin Agency on Aging Resources (GWAAR), and most recently the Director for the Forest County Commission on Aging. 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 Van Raalte, seconded by Hammer to approve the vouchers, purchase orders and line item transfers for approval as presented. All ayes, motion carried.

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

Out of State Travel: Jacobson presented an out-of-state travel request for her to attend the Wisconsin/Minnesota Public Transportation Conference in Duluth, Minnesota on October 19 through October 20, 2015. She received a full scholarship from RTAP to cover mileage, meals, lodging and registration. The only expense not covered is her wages.

Motion made by Hammer, seconded by Hauer to approve the out-of-state travel for Jacobson to attend the Wisconsin/Minnesota Public Transportation conference. All ayes, motion carried.

Agenda items next meeting: Lakeland Senior Center, Transit Commission, ADRC Update, and all other usual agenda items.

Public comment/communication: None

Adjournment: Motion made by Hammer, seconded by Brisse, to adjourn at 10:30 a.m. All ayes; motion carried.

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Committee Chairman

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Committee Secretary