

**HEALTH & AGING COMMITTEE MEETING
MINUTES
November 20, 2018**

COMMITTEE MEMBERS PRESENT: Chairperson Tom Kelly, Vice Chair Bob Metropulos, Jim Winkler, Jackie Cody, Steven Schreier, Barbara Young, Carol Pederson, Ed Hammer and Dr. Walter Gager.

COMMITTEE MEMBERS ABSENT: Marge Saari, Dr. Amy Slette, Ann Ovsak

STAFF PRESENT: Linda Conlon, Marta McMillion, Rebecca Lohagen, Todd Troskey; Joneil Tess and Dianne Jacobson, Joel Gottsacker and Dawn Johnson

OTHERS PRESENT: Tom Wiensch, Corporation Counsel

Call to order: Tom Kelly called the meeting to order at 9:00 a.m. on the second floor of the Health & Aging Building, 100 W. Keenan Street, Rhinelander, WI. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

Approval of agenda: Motion by Cody/Schreier to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

Public comment/communications: None

Humana and CCN Health Insurance Contracts:

- Conlon explained the background regarding billing for vaccinations. Every health insurance contract is different. Humana will not pay Medicare to OCHD. We are going to end up writing off if we are unable to get contracts signed.
- Tom Wiensch reported on Humana and CCN health insurance contracts
 - Reviewed and looked over contracts with changes being made in different color fonts.
 - Humana wanted us to keep contract confidential. They stated they always have an arbitration clause in all of their contracts.
 - If we kept the contract confidential we would be violating the open records law.
 - This was a big struggle because we may have to breach the contract agreement or public agreement with the possibility of getting sued.
 - Humana finally agreed the contract did not have to be confidential. The contract will have to be rewritten.
- Motion by Cody/Schreier to accept the Humana Contract. All ayes: motion carried.

Staff Report: Public Health Preparedness (PHP):

- Rebecca Lohagan presented PHP.
 - Indicated 2 Tabletop Exercises held with partners this year through NCW-HERC (North Central Wisconsin Healthcare Emergency Readiness Coalition). 12 counties worked simultaneously on exercise objectives.

- 2 topics included Outbreak of the Unknown Origin and Mass Casualty Incident.
- Partners in attendance included public health, emergency management, local police, sheriff's department, social services, human service center, Ascension partners, nursing homes, etc.
- Lohagen participated in mentorship program for new Preparedness Coordinators through National Association for City and County Health Officials (NACCHO) entitled Roadmap to Ready. Mentor and other mentees from around the US including California.
- Lohagen announced new quarterly newsletter for Syndromic Surveillance Group to be introduced next year.
- Board member Cody suggested photo be taken at next tabletop to show partnerships to community members.

Environmental Technician Position Increase:

- Conlon presented an increase from 67% to 79% for the Environmental Technician position to manage the workload which has continued to increase over the years. A fiscal Impact report was handed out to show the differences.
- Motion by Cody/Metropulos for the position increase from 67% to 79%. All Ayes: motion carried.

Environmental Technician Resolution:

- Due to the County Board not meeting in December, Conlon shared the resolution would not be approved until January 15, 2019. Conlon suggested to change the date from January 1, 2019, to February 1, 2019.
- Motion by Winkler/Cody for the position increase to begin on February 1, 2019. All Ayes: motion carried.

Strategic Plan Review:

- Conlon reported the OCHD Strategic Plan is being updated in 2019. A copy of our current action plan for 2019-2020 was disbursed. This action plan will be followed as well as including a revision section for any changes or updates.
- Motion by Cody/Schreier to accept the action plans for 2019-2020. All ayes: motion carried

Monthly Updates:

Environmental Health Report:

- Troskey presented an Environmental Health Update.
 - Application was made to the National Environment Health Association (NEHA) for the 2019 National Environment Public Health Intern Program (NEPHIP).
 - OCHD has been providing assistance to Lincoln County for the Part-time employee that is temporarily handling many of the duties of the full-time EHS this in on maternity leave. OCHD and other counties provide mutual

assistant to each other in order to help meet program requirements through all Agent contracts.

- OCHD had DATCP “Close-out” meeting. Two representatives from DATCP met in-person with OCHD staff. OCHD had a very good overall review of the program, which happens every three years.

Communicable Diseases (10/01/18 – 10/31/18):

Disease Name	Investigated	Confirmed/Probable
Babesiosis	1	0
Chlamydia Trachomatis Infection	8	8
Cryptosporidiosis	2	2
Giardiasis	3	3
Gonorrhea	1	1
Hepatitis B, Chronic	6	6
Hepatitis B, Unspecified	16	0
Hepatitis C, Chronic	2	1
Lyme Disease	4	3
Non TB Mycobacterial Disease	1	1
Pertussis	37	15
Streptococcal Disease, Invasive Group A	1	1
Streptococcal Disease, Invasive Group B	2	0
Streptococcus Pneumonia	1	0
Toxoplasmosis	1	0
Varicella	1	1

Flu:

Data was presented on VFC, Quad, High Dose and Total Flu Shots by week for the current and past 2 seasons; discussed the number of shots given are significantly higher than the previous two seasons.

Health Hazards 10/09/18-11/19/18):

Hazard Description	New	Existing
Air Quality		
Animals	1	1
Asbestos		
Dilapidated Structure		
Hazardous Material		
Housing	1	
Lead Hazards		
Meth		
Mold	1	2
Noxious Smoke/Fumes	1	

Occupational Hazard		
Other Environmental Hazard	1	1 (Fuel Oil)
Other Vector		
Radiation Hazards		
Radon		
Sewage Disposal System	1	
Sewage		
Solid Waste/Garbage	1	2
Water Quality		
Subtotal	7	6
New Cases Closed		-2
Total Open Cases	5	+ 6
		11
Total Cases from Previous Month		8

- McMillion shared there is a QI project beginning January 2019 for Animal Bites. This will give us a greater capacity for data tracking and follow up.

Outreach/Communication Report (10/09/18-11/19/18):

Facebook	80
Press Release	1
Presentation	7
Board of Health	0
Interview	7
Health Fair	1
School	7
Lobby Slides	0
Mailings	0
Phone Outreach	3
Newsletter	1
Total	106

Facebook Reporting (10/09/18-11/19/18):

Posts	80
Total Reach	9101
Average Posts per Post	114
Total Engagements (likes, shares, comments)	545

Average engagement per post	7
Boosts during timeframe	No
Post with largest reach	RHC Survey Request on 11/9/18; reach of 498
Post with largest engagement (likes, shares, comments)	Drug Take Back Promotion on 10/26/18; reach of 49
New Page Likes	12
Total Page Likes	515

PH Legislative:

- Conlon distributed handouts from WPHA-WALHDAB, 2019-2020 Legislative Priorities.
 - WPHA and WALHDAB decided 3 overarching themes should be incorporated in all of our efforts.
 - Building and retaining public health infrastructure through public health funding.
 - Infusing health and equity in all policies.
 - Improving public health workforce succession planning to support consistent and efficient delivery of services.
 - Priorities
 - Justice Reform
 - Increase treatment alternatives and diversion program (TAD) funding for mental and substance abuse issues.
 - Increase funding allocated to counties for juvenile justice services to fund all costs associated with bringing 17-year old first time juvenile offenders back to the juvenile justice system.
 - Early Childhood Education
 - Fully fund School Breakfast Program
 - Housing
 - Expand low income housing by offering tax credits for developers and rental assistance vouchers for renters.
 - Funding for programs to eliminate / abate lead paint, soil and pipes, including but not limited to a statutory provision requiring that lead remediation dollars be used for that dedicated purpose.
 - Income Stability
 - Supporting and expanding Paid Family Leave.
 - Increase Earned Income credit and move from one-time to monthly payments.
 - Establish tax credit for family caregivers.
 - Increase workforce training/transitional jobs.

Budget Discussion-2018:

- Conlon presented handouts with data regarding the 2018 Budget.
 - Funding Sources and what % of revenue is brought in.
 - 33% Revenue Generated; goes back to the source in which they came in. (Sanitarian, Family Planning, Public Health)
 - 24% Tax Levy
 - 43% Grant Funding (19 Grants)
 - 16 State/federal Grants
 - 2 Private Funded Grants
 - 1 Other Funded Grant
 - Home Funds
 - Public Health; Family Planning; WIC; Sanitarian
 - Tax Levy Supports
 - 7.8 FTEs
 - Public Health Programming
- Tax levy pays for 7.8 employees. Family Planning, Sanitarian, WIC and several small grants are funded with grant dollars and revenue.

Board of Health Orientation: Conlon distributed Responsibilities of Board Members. Conlon gave quick overview of handout.

Chronic Disease Grant: Tabled for next month's agenda.

Vouchers, purchase orders and line item transfers: Conlon discussed the line item transfers in detail. Motion by Cody/Schreier to accept the line item transfers, purchase orders and vouchers as presented. All ayes; motion carried.

Agenda items for next meeting: Board of Health Orientation; Chronic Disease Grant

Public comment/communications: None

HEALTH & AGING

Minutes of October 9, 2018: Motion by Cody/Schreier to approve the October 9, 2018 Health and Aging Committee minutes as presented. All ayes; motion carried.

Date/time/location of next meeting:

- December 11, 2018 at 9 a.m.
- The Health and Aging portion of the meeting will begin no earlier than 10:15 a.m.

Health and Aging issues:

- **Building Security:** Conlon reported information from the Building & Grounds Department that they are working with Jason Rhodes (ITS Department) to resolve issues related to installing cameras at the Health & Aging building. Information only, no action taken.
- **Health & ADRC Committee:** In January the Department on Aging will be fully merged with ADRC services and the new name of the department will be the ADRC of Oneida County. When the County Code was being updated to reflect

the necessary changes, Brian Desmond (Corporation Council) suggested the Health and Aging committee should possibly be divided back to two separate committees (Board of Health and ADRC Committee) as it was in 2012. After discussion, Schreier felt Conlon and Jacobson should notify Desmond the Health & Aging committee believes it is in the best interest of the public we serve and both departments if the committee returns to the former configuration of two separate committees and ask what next steps would be. All members were in agreement. No motion was needed. Information only, no action taken.

- **Building Signage:** Due to the department name change in January Jacobson presented a draft from Lakeland Sign & Graphics for the new signage changing from *Oneida County Health & Aging* to *Oneida County Health & ADRC (underneath- Aging & Disability Resource Center)*. The quote on the draft is \$2,667.29 as presented. Cody felt the word "Public" should be added before the word "Health". Jacobson stated she will get a new quote from the sign company, but the additional cost would need to be paid by the Health Department. Information only, no action taken.
- **2019 Budget:** At the November 13th County Board Budget meeting, the 2019 Budget was approved as presented. Information only, no action taken.

AGING

Public Comment/communications: Chairperson Tom Kelly circulated a letter from GWAAR (Greater Wisconsin Agency on Aging Resources) that stated they approved the Department on Aging (ADRC of Oneida County) three-year plan as presented. This plan was previously approved by the Health & Aging Committee at their October 20, 2018 meeting. Information only, no action taken.

S.85.21 Specialized Transportation 2019 Grant Application Approval: Jacobson distributed copies of the s.85.21 Specialized Transportation 2019 Grant Application. Every county in Wisconsin receives DOT funding to support transportation for elderly and disabled passengers. To receive this funding, each county must match the grant 20%. In Oneida County, the Department on Aging retains enough of the funding to operate the volunteer escort program and the remaining dollars are granted to the Oneida-Vilas Transit Commission (OVTC) for their public transit services that is predominantly used by the elderly and disabled. Jacobson noted the OVTC is working towards creating connecting service between Rhinelander, Woodruff/Minocqua, Eagle River and Three Lakes in early 2019. Jacobson also noted that due to ongoing cash flow challenges because of delayed federal and state funding, OVTC is requesting their full 2019 allocation as early in 2019 as possible. The DOT usually makes full payment to the county in February. The contract with OVTC states quarterly payments, but gives the option to pay earlier at the county's discretion. In 2018 Oneida County paid OVTC in full by the end of March. Motion made by Schreier/Hammer to approve the application to the DOT for the S.85.21 Specialized Transportation 2019 Grant application. All ayes, motion carried. Motion made by Winkler/ Metropulos to recommend to the Finance Director and possibly the Administration Committee to pay the Oneida Vilas Transit

Commission the full 2019 allocation as early as possible in 2019. All ayes, motion carried.

Aging & Disability Resource Center (ADRC) Transition:

- **Personnel:** Jacobson reported the two new positions, full-time Disability Benefit Specialists (DBS) and Clerical Support, were approved in the 2019 Budget and we can now proceed with the hiring process. Interviews for the DBS position will be on Tuesday, November 27th, and for the Clerical Support position as soon as possible. The hiring process for the third new position (3-day-week ADRC Specialist) will be started after these two full-time positions are filled. Information only, no action taken.
- **Marketing Plan:** Jacobson presented the new 2019 pocket calendars with the new ADRC of Oneida County logo. Jacobson will also be starting a media campaign to inform the public about the change in the department and the services offered. Information only, no action taken.
- **Integration Expenses:** Jacobson and Gottsacker gave the update on expenses related to fully integrating the department and rebranding efforts. On December 8, 2018, the ADRC of the Northwoods will be removing their phone system from the Department on Aging ADRC Specialists offices and they will transition to only using the Oneida County phone system. New phones, computers and other equipment will be needed. Jacobson stated that an application to the state for ADRC integration funds was submitted. We have learned these funds may not be available until early 2019. It was discussed at the last ADRC of the Northwoods Board meeting that underspending of the 2018 allocation will be divided between all of the partners, including Oneida County. Information only, no action taken.
- **Senior Center Advisory Council:** Jacobson explained the prior history on creation of the Senior Center Advisory Council. The Activities Coordinator has always had a committee to discuss/advise on activities and fundraisers. In 2009 when we were pursuing accreditation for the Senior Center, the Commission on Aging requested Corporation Counsel draft formal by-laws to meet accreditation standards for the Advisory Council. Accreditation has not been pursued further and is no longer considered relevant, this committee could return to informal status and eliminate the by-laws. Gager was formerly a member of this Advisory Council and stated he did not feel the formal status was necessary and would allow more flexibility of the purpose of the committee. Motion made by Hammer/Winkler to direct Jacobson to contact Corporation Council regarding steps necessary to eliminate the Senior Center Advisory Council by-laws and return this committee to an informal committee. All ayes, motion carried

Nutrition Advisory Council Meeting Report: Jacobson reported the first meeting of the new Nutrition Advisory Council was held on November 5, 2018. Schreier was elected as Chair and Dolly Meeuwssen (citizen) as Vice-Chair. Schreier reported during the first meeting materials were reviewed regarding the Nutrition Program and the

purpose of the council. The members agreed to rotate the location of the quarterly meetings to various Dining Sites and take the time to ride along with a Meals on Wheels driver at least once before the next quarterly. Informational only, no action taken.

Sustainable Kitchens: The Greater Wisconsin Agency on Aging Resource (GWAAR) provides funding and guidance on our Older American Act programs (like nutrition). GWAAR has a multi-year contract with Milwaukee consulting firm, Sustainable Kitchens to work with interested counties to increase the number of fresh, local, scratch-made meals to the Senior Nutrition Program participants. Schreier commented that the Sustainable Kitchens would also seek to form partnerships between local growers and the food service operation. The initial investment by our county would be \$500.00 but if we meet the program requirement established for the program we can get the payment refunded. Jacobson plans on talking with Lynn's Catering to confirm their interest in working with Sustainable Kitchens. Motion made by Hammer/Winkler to approve the cost of \$500.00 to enter into a contract with Sustainable Kitchens. All ayes, motion carried.

Vouchers, purchase orders and line item transfers: Jacobson presented the vouchers and line item transfers for approval. There are no purchase orders. Motion made by Hammer/Pederson to approve the vouchers and line item transfers as presented. All ayes, motion carried.

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

Legislative Update: None at this time.

Agenda items for next meeting: Building Security, ADRC Personnel, ADRC Integration and all other usual agenda items.

Public comment/communications: None

Adjournment: Motion by Winkler/ Schreier, to adjourn meeting at 11:40 a.m. All ayes, motion carried.

Joneil Tess & Dawn Johnson

Committee Chairman

Committee Secretary