

**HEALTH & AGING COMMITTEE MEETING MINUTES  
MARCH 10, 2016**

**COMMITTEE MEMBERS PRESENT:** Bob Mott, Alan VanRaalte, Bill Freudenberg, Jackie Cody, Marge Saari, Ed Hammer (Aging), Tom Kelly, Nancy Brisse (Aging), Joan Hauer (Aging)

**COMMITTEE MEMBERS ABSENT/EXCUSED:** None.

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None.

**STAFF PRESENT:** Linda Conlon, Tricia Brewer, Dianne Jacobson, Dawn Johnson, Todd Troskey, Jody McKinney, Stephanie Schroeder

**OTHERS PRESENT:** Jim Altenberg Transit Manager, Jack Flint IT Director, Sandy Martin GWAAR OOA Consultant, Brian Bergeson volunteer instructor at Oneida County Senior Center for cell phones and computer classes

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**Aging:**

Meeting called to order by Chairperson Bob Mott at 9:01 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 Jackie Cody, seconded by Ed Hammer 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: Introduction of Jim Altenberg, Jack Flint, Sandy Martin and Brian Bergeson.

Transit Commission Update: Jim Altenberg-Transit Manager introduced himself and gave an overview of his background and his goal of the people is his number one concern to provide service to. The Transit Commission currently has routes in Vilas and Oneida County. In Rhinelander there is a route that runs Monday-Friday from Rhinelander to Minocqua, once in Minocqua the driver then does scheduled pickups in the Minocqua & Woodruff area (similar to the van service the Lakeland Senior Center operated). In Vilas there are also routes that run from Eagle River to Minocqua area. Jim Altenberg will be holding listening sessions in the various townships to see where

the need for this service is and to get the public's feedback. Currently the Transit Commission is working on expanding its routes. Discussion only, no action taken.

I.T.S. Topics-Jack Flint, OC ITS Director: Jack Flint gave the overview of the current I T system and the process to bring up the County's computers to the current technology. Flint is working on upgrading the system county-wide and is looking at about a 9 month time line. Currently there are issues with outdated XP software for about 40 county employees; six of these are employees of the Department on Aging. There are also issues with the Wi-Fi in the building causing the computer classes that Bergeson teaches at the senior center to be shut down due to the inability to connect to the internet. Flint is looking at options in improving the Wi-Fi and is investigating other options in providers for the internet service. Another big problem with the Wi-Fi issues is county employees tapping into it with their personal devices. Jack Flint is working on putting in place with his Admin Committee a system policy along with a security maintenance system. Jack Flint will address this with his Admin Committee and see how they want to proceed with addressing these issues. Flint also addressed the incident when IT staff shut-down the internet access to the Volunteer AARP Tax program in the middle of their work. The volunteers are now using a password protected Wi-Fi access that Brisse said is working fine. Discussion only, no action taken.

Participant Behavior Policy: Jacobson presented the updated participant behavior policy. There is a section that still needs to be updated in the banning procedures. Once this section is completed Jacobson will then send it to Corp Council for review. Discussion only, no action taken.

2015 Budget Close: Jacobson gave an update on the 2015 Budget Close. The line item transfer approved by the COA last month was approved and completed by the Finance Department. Discussion only, no action taken.

s.85.21 funding for Headwaters Inc.: Jacobson presented the s.85.21 funding update. Jacobson asked if the funding for Headwaters transportation if it's clients should be continued now that the Transit Commission is up and running. The committee members recommended having Jennifer Felty of Headwaters to come to the April Committee meeting and review the need of continuing financing for their program. Discussion only, no action taken.

Donor Tree Update: Jacobson gave the giving tree update. Stephanie Schroeder is currently working with Ken Kortenhof who is going to be doing the laser engraving on the donor tree leaves. They are finalizing the font design. Discussion only, no action taken.

Lakeland Senior Center: Jacobson gave the Lakeland Senior Center update. The Lakeland Retirement Board is still looking at options to move forward in how to provide services to its senior citizens. They are reviewing the results of the public surveys that they had sent out. It is currently looking at options to move the senior center to another location. Discussion only, no action taken.

Commission on Aging Terms: Jacobson presented a spread sheet illustrating the Commission on Aging members terms. Joan Hauer 6 year term is up and her last

meeting will be the April meeting. Jacobson will be putting an ad in the papers for the citizen position and will be making available the applications out to those who are interested in the position. Bob Mott, Jackie Cody and Nancy Brisseer volunteered to be on the sub-committee to review the applicants and then bring their recommendations back to the committee members to make a decision on filling the vacancy. Discussion only, no action taken.

Vouchers, purchase orders and line item transfers: Jacobson presented the vouchers, purchase orders for approval. There were no line item transfers for this month.

Motions made by Jackie Cody, seconded by Nancy Brisseer 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. Bob Mott asked that for the Monthly reports at the next meeting under nutrition give the breakdown on the actual costs of the congregate and home delivered meals and the actual donations for 2015 that was received. Jacobson suggested that with the increase in the actual costs of the meals increasing, the committee may be looking at increasing the suggested donation amount. Discussion only, no action taken.

Legislative Update: Jacobson gave the legislative update of the Stakeholder's Blue print for Long Term Care Redesign. Motion made by Cody, seconded by Saari for the Health & Aging Committee to support the Stakeholder's Blueprint for Long Term Care. All ayes, motion carried.

Agenda items next meeting: Lakeland Senior Center, Transit Commission, Policy on Behavior, Giving Tree, s85.21 funding and Jennifer Felty from Headwaters to attend the next meeting, and all other usual agenda items.

Public comment/communication: None

### **Health & Aging:**

Minutes of February 11, 2016 meeting: Ed Hammer made motion to approve December meeting minutes, Jackie Cody seconded, all ayes; motion carried

Health and Aging Issues: Both Health & Aging have ongoing IT issues, committee would like both departments to bring concerns to the next committee meeting and they will be forwarded to Jack Flint ITS Director.

Date/time/location of next meeting and 2016 meeting schedule: Regular meeting scheduled for **April 14<sup>th</sup>, 2016** 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 second floor as well.

Jack Flint was going to be at the meeting to discuss IT issues. Health continues to have IT problems such as Citrix and not being able to connect using our wireless service.

Bob suggested that we get our IT concerns together to present to Jack at the main meeting. Linda believes some computer equipment/programs need to be upgraded. The fixes and problems need to be looked at immediate versus long-term.

Outside issues: The parking lot is soon to be blacktopped. The garbage that has built up over the last week under the overhang has been taken care of.

### Health:

Meeting called to order by Chairperson Bob Mott at 10:36 AM at the Health & Aging Building, 100 West Keenan Street.

Public Comment/Communications: None

Public Health Impala: The 2007 Impala currently has 119,311 miles on it and we spent \$3,105.97 in repairs for 2014 and 2015 together last year. It currently needs repairs which have an unknown cost. We currently have a Ford Fusion and a van. Todd Troskey is spending a lot of his time researching repairs, getting the vehicles repaired, and communicating with the department regarding the status of the Impala. It was explained that Margie in finance must justify 12,000 miles/year for the department to keep current cars and to purchase new car, but the staff doesn't want to drive it because it needs repairs. The car can be sold at a government auction or traded in. Motion made by Jackie to proceed with sale, seconded by Marge. All ayes, motion carried.

Zika Virus: Linda presented on the Zika virus and questions were asked and answered. Explanation of graphics. A good website for further facts on the virus is: DHS.Wisconsin.gov. The Zika Virus will also be put on the agenda for the next meeting.

Elizabethkingia was also discussed. It is showing up in southern Wisconsin and is affecting the aging population who has underlying health conditions. The mortality rate is high because their immune systems are already so low. This will be put on the agenda for the next meeting.

Motion made by Alan VanRaalte, seconded by Tom Kelly and approved by roll call to enter into a closed session at 10:55 AM pursuant to 19.85(1)(c) Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility.

Motion made by Tom Kelly, seconded by Alan VanRaalte and approved by roll call to return to open session.

Returned to open session at 11:23 AM. Discussed PH Director's 2015 and 2016 goals. Approved goals by consensus and she is to keep them apprised as time goes on.

Monthly Reports/Updates:

- Environmental Health – Report passed out to members to review independently and contact the department with questions.
- Communicable Disease – Summary given by Health Director:

(Reported Cases) 1 Zika Virus, 3 Campylobacteriosis, 6 Chlamydia, 1 E-Coli, Shiga Toxin-Producing, 1 Ehrlichiosis/Anaplasmosis, A., 2 Giardiasis, 1 Hepatitis C, Chronic, 2 Influenza-Associated Hospitalization, 1 Lyme Laboratory Report, 1 Mycobacterial Disease, 5 Non-TB Pertussis (Whooping Cough) and 1 Salmonellosis.

(Confirmed cases) 3 Campylobacteriosis, 6 Chlamydia, 1 Giardiasis, 2 Influenza-Associated Hospitalization, 1 Mycobacterial Disease, 2 Non-TB Pertussis (Whooping Cough) and (1) Salmonellosis.

- Health Hazards – Summary given by Health Director.

(New Cases) 1 Mold, 1 Sewage, 1 Solid Waste/Garbage.

(Existing Cases) 1 Animal, 1 Lead Hazard, 4 Meth, 2 Solid Waste/Garbage.

Legislative Update: Discussed Legislative grid.

Board of Health Terms: After a discussion relative to how long Board of Health terms should be, whether they should coincide with the Board of Aging terms, and when terms expire, it was determined the topic will be tabled until the next meeting.

2015 Budget Close Update: The 2015 budget looks good. Maria has been working with Pattie. It was difficult for Pattie to pick up a budget where someone else left off. They had day-to-day detail to figure out.

Staffing Update: Linda is happy with the six applicants she had for the Public Health Nurse Position. She has made an offer and the person is accepting the position depending on salary. Linda will be meeting with LRES within the next few days to discuss.

Vouchers, purchase orders and line item transfers: Motion made by Bill, seconded by Jackie to approve line item transfers as presented. Motion carried.

Agenda items for next meeting: Zika Virus, Elizabethkingia, and Board of Health terms.

Public comment/Communications: Next meeting: April 14, 2016 at 8:15 a.m.

Motion made by Bob Mott, seconded by Jackie to adjourn the meeting at 11:50 a.m. Motion carried.

  
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 Committee Chairman

  
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 Committee Secretary