

Health & Aging Committee Meeting Minutes

March 12, 2015

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

COMMITTEE MEMBERS ABSENT/EXCUSED: Dr. Amy Slette (Health)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Dianne Jacobson, Dawn Johnson, Linda Conlon, Carl Meyer, Todd Troskey, Dani Benzinger, Jody McKinney

OTHERS PRESENT: None

Aging:

Meeting called to order by Chairperson Bob Mott at 12:33 PM at the Health & Aging Building, 100 W Keenan St. Balsam Room

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 VanRaalte, seconded by Saari to approve today's agenda with the discretion of the chairperson to move the order of items on the agenda as needed. Unanimously approved. Motion carried.

Public Comment/ Communication: None

Transit Commission: Jacobson presented the Transit Commission update. The Transit Commission Charter is scheduled to be reviewed and if agreed upon, approved at the next Oneida County Board meeting scheduled for Tuesday, March 17, 2015. It is anticipated that both Vilas County Board and the Forest County Commission on Aging will approve also during March. Once approved and all members are appointed by their respective county (2 elected county officials and one citizen) the group will start meeting. Once created the Transit Commission will then review and approve the by-laws and move forward to hire a Transit Manager. Discussion only, no action taken.

2014 Self-Assessment-GWAAR- Jacobson will be presenting the Commission with the printed 2014 GWAAR Self-Assessment. To give the Commission members time to review the 2014 Self-Assessment-GWAAR, this matter has been tabled until the next Commission meeting. Discussion only, no action taken.

Governor's Budget/Legislative Update: Jacobson presented the Governor's Budget update. There are so many issues related to the budget that the struggle is boiling down the message(s). Jacobson is working on setting up a Listening Session in April with Senator Tom Tiffany, and possibly State Assembly Representatives, Mary Czja and Rob Swearingen. Jacobson will include advocacy information in the April OWL newsletter. Discussion only, no action taken.

Room Use Policy: Jacobson requested direction regarding the Room Use Policy staff is working on. Does this committee approve a policy? Or are we tenants here only and the Oneida County Buildings & Grounds Department/Committee should be involved? Discussion followed that supported allowing groups in the building, but a county employee (maintenance or Aging staff) must be in the building. Commission will revisit this policy next month. Discussion only, no action taken.

Donor Program: Jacobson gave the Donor Program update. The donor wall is being prepped and painted for the mounting of the Donor Tree. Discussion only, no action taken.

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

Vouchers, purchase orders: Jacobson presented the vouchers and purchase orders.

Motion made by VanRaalte, seconded by Cody to approve the monthly vouchers and purchase orders as presented. Unanimously approved, motion carried.

Line Item Transfers: No Line Item Transfers.

Agenda Items for next meeting: Donor Program, Room Use Policy, 2014 Self-Assessment-GWAAR, Legislative update/Governor's budget, Transit Commission and all routine agenda items.

Public comment/communication: None. Chairperson Mott asked that this section of Public comment/communication be moved to the end of the combined Health and Aging portion of the meeting and the public comment/communications for the Health Department be moved towards the end of the meeting between vouchers, purchase orders and line item transfers and next meeting's agenda. Discussion only, no action taken.

Health & Aging

Minutes of February 19, 2015 meeting:

Motion made by Hammer, seconded by Kelly to approve minutes of February 19, 2015 meeting as presented. All ayes; motion carried.

Date/Time/location of next meeting: Due to potential scheduling conflicts, this will be addressed during the beginning of the Health portion of this meeting.

Health and Aging Issues: The Building & Grounds staff person assigned to this building was taken to the hospital last week due to a carbon monoxide leak downstairs on one of the water heaters. The building was evacuated and Building & Grounds personnel came over to repair and test the building to make sure it was safe again before reopening. The Rhinelander Fire Department came in the following day to again reassess the area to make sure the area was safe. Another carbon monoxide detector has been placed upstairs in the attic by the furnaces and another one downstairs by the water heaters. There was one downstairs at the time of the incident. Chairperson Mott asked that this issue be revisited at the next Department Head meeting and the set procedure should be shared to all departments. Discussion only, no action taken.

Recessed: Chairperson Mott and Kelly moved to recess at 1:45p.m. to move upstairs to the Health Department conference room to reconvene for their half of the meeting.

Health:

Reconvene meeting: 1:55 p.m.

Date/Time/location of next meeting: Regular meeting scheduled for April 9, 2015 at 8:30 a.m. in the Health & Aging Building, 100 W Keenan Street. Commission on Aging will begin at 8:30 a.m. on the first floor with joint meeting of Health & Aging to follow. Board of Health will meet at approximately 9:30 a.m. on the second floor.

Public Comment/ Communication: None.

Monthly Reports/ Updates:

- Environmental Health – Summary given Todd Troskey, Registered Sanitarian.
 - Body art facility: Significant amounts of time are still being spent with gaining compliance with a body art facility. Consistently late spore test results have required additional paper work and contact with the facility. Permanently closing the facility for noncompliance would not prevent them from applying to reopen in another facility or in the same location. Currently the Health Department has no means to recover the additional expenses. The department is requesting concurrence with the Board for instituting a reasonable “stepped enforcement fee” under WI State Statute 66.028. The fee would apply to any facility of any type in which an inordinate amount of time and/or resources are needed to follow up. Ideas for fee implementation and how cease orders are issued were discussed. The fee would encourage compliance before appeals and extensions are needed, would be used prior to re inspection fees or citations. Sometimes a re inspection fee could not be applied unless it meets the State requirements for a re inspection. This would close a loophole, and allow the department to recover costs. Motion made by Jackie Cody, seconded by Marge Saari, to institute a stepped enforcement fee of \$150 for noncompliant businesses that require additional efforts for the same issues, with a possible increase in this fee to be reviewed in the future. The \$150 fee is based on an estimate of a minimum of 3 hours of additional work for these situations. The example is having to issue multiple citations for the same issues. Citation payments go to the general fund, not to the EH program. All ayes; motion carried.
 - Outdoor air monitoring complaints:

- Air monitoring confirmed an exposure issue with the garage wood stove. A letter was sent to the owner and a copy to the complainant that requested limited use of the “crate wood” he uses to start the fire and to be conscious of weather conditions and open windows to reduce exposures. There has been no contact with the wood stove owner and neighbors; however, burning has been reduced, possibly due to the warmer weather. No compliance feedback to date, the issue will be checked on in the future.
 - The air monitoring confirmed an exposure issue with the outdoor wood burner. This letter was sent to both the owner and the complainant. The owner needs to raise the stack height to 2 feet above the highest roof peak of any neighboring structure within 300 feet. No compliance feedback to date. A follow up call and letter will ensue.
- Communicable Disease – Summary given Linda Conlon.
 - 1 arboviral dengue, 2 campylobacteriosis, 12 chlamydia, 4 giardiasis, 2 Hep C, 1 Hep B, 1 salmonellosis, 2 streptococcal disease, 1 streptococcus pneumoniae.
- Health Hazards – Summary given by Carl Meyer.
 - New cases: 1 animal/insects
 - Existing cases: 1 garbage, 1 running water, 1 animal/insects, 2 other
- Legislative Update – Summary given by Linda Conlon.
 - Conlon presented a resolution to request an increase in state Public Health funding to support infrastructure. The resolution addresses the current \$13.10 per capita funding the WI local health departments receive compared to the national median of \$27.49 per capita. Effectively preventing, mitigating and treating diseases is challenging at this funding level. Communicable disease prevention will benefit from this additional funding. A strong Public Health Department helps maintain healthy citizens. Motion made by Alan VanRaalte, seconded by Jackie Cody, to approve and forward the resolution requesting additional funding for Public Health to the Oneida County Board. All ayes; motion carried.
- Community Outreach/ Media – Summary given by Carl Meyer.
 - The department’s transition to Nightingale Notes assists with our accountability of time, tracking the people we are reaching, and how we are getting our information disseminated.
 - Bob Mott requests media quarterly presentation of what the department is issuing for media releases and other dissemination.

Air Quality Update: 2015 Senate Bill 23 EPA prohibits the DNR from promulgating or enforcing new source performance standards or other emission standards that are more stringent than any in effect on December 31, 2014. Information purposes only. The standard our department follows is regarding the health hazard of noxious fumes. By state and federal concerns, our outdoor wood burners need to fit within our local ordinances.

Reclassification of position: Last month the Board of Health approved refilling the receptionist vacancy. After Linda reviewed the position requirements with the current employee, additional tasks have been assigned that qualify the position to be reclassified. With new programs used in the department, the position does more data analysis and reporting functions, it could also be the backup for the Account Clerk II. The position now requires some post high school education with computer emphasis. This is a tax levy funded position. Linda conferred with Lisa from

Labor Relations and Employee Services on the increased requirements on the position. Bob Mott questioned if the reclass would have to wait for the next budget cycle and Linda assured that it did not need to wait. Motion made by Alan VanRaalte, seconded by Jackie Cody, to approve advancing the reclass request to the Labor Relations and Employee Services committee. All ayes; motion carried.

Informational sheet drafted for well water testing: Todd Troskey informed the board the DNR already has a handout regarding water testing and the health effects of exposures to certain metals, etc. Our fee schedule is now available and we could reference this tool to supplement our handout on our test kits. A news release has been issued on the importance of testing well water.

Wisconsin Well Woman Program: Since the implementation of ACA our WWWP has experienced a steep decline in enrollment. With the New Model Project, Oneida County is going to serve as lead for our region of 9 counties. This will need an 80% coordinator position that will require a medical background. Grants and revenues fund this position, no county cost, and the experience a candidate brings will be considered but the starting salary could be between \$20.64-\$23.59/hour. Office space will be made available. Motion made by Marge Saari, seconded by Jackie Cody, to approve the request to create this position and forward it to the Labor Relations and Employee Service Board. All ayes; motion carried.

Strategic Planning Update: The Strategic Team members met and reviewed the Strategic Plan's vision statement, core values and goals. The goals and strategies they identified were to strengthen cooperative agency systems, strengthen communications, strengthen workforce, improved community health through collective impact and strengthen data use. This semi-final draft will be coming from Nancy Young and will be to our staff at the next monthly training and the public after that. This is to help us confirm that our strategic plan is driving our workload and works into the performance management system.

2014 Budget: Presented by Linda Conlon. The final clean up from state funding sources is complete and we are not over in any line. The Public Health Department is giving back about \$30,000 to the county's general fund. We had \$76,000 revenue budgeted for flu billing and brought in about \$100,000. Jackie Cody questions why our department doesn't keep our revenue to use the next year. Linda will inquire into how other counties handle this situation.

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

Agenda items for next meeting: Performance management report, How other counties handle excess revenue, 2014 Annual Report.

Adjournment: Motion made by Tom Kelly, seconded by Jackie Cody, to adjourn at 2:56 p.m. All ayes; motion carried.

Committee Chairman

Committee Secretary