

Health & Aging Committee Meeting Minutes June 20, 2013

COMMITTEE MEMBERS PRESENT: Jackie Cody, Bob Mott, Marge Saari, Candy Sorenson, Romelle Vandervest, Joan Hauer (Aging), Nancy Brisse (Aging)

COMMITTEE MEMBERS ABSENT/EXCUSED: Greg Berard, Maxine Meyer (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Linda Conlon, Carl Meyer, Todd Troskey, Dianne Jacobson, Dawn Johnson, Sue Piazza, Kyla Waksmonski; Jody McKinney, Brian Desmond

OTHERS PRESENT: Jennifer Bates UW Green Bay Student; Erin Denis UW Green Bay Student

Aging:

Meeting called to order by Chairperson Romelle Vandervest at 8:30 AM at the Health & Aging Building, 100 W Keenan St, Rhinelander, WI.

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

Motion made by Mott, seconded by Brisse to approve today's agenda as presented. Motion carried.

Public Comment/ Communication:

Vandervest introduced two students; Erin Dennis from Rhinelander, who is finishing up her BSN on-line. Erin works in Woodruff at the ambulatory service and in Wausau at their ambulatory service. Jennifer Bates who is also a student at UW Green Bay. Jennifer is in her last semester. Jennifer lives near Rhinelander and works at the hospital here.

Alzheimer's Family Caregivers Support overview:

Sue Piazza, Oneida County Department on Aging Assistant Director presented an overview on the Alzheimer's Family Caregivers Support (AFCSP) and the National Family Caregivers Support (NFCSP) programs. The department receives state/federal grants to administer these programs and offer funding for caregivers to get the support they need. AFCSP receives \$12,776 per year, in the National Family Caregivers Support program \$22,261. These funds help to pay for respite care for the caregivers to enable them to attend their own Dr's appointments, grocery shopping, or just to give the caregivers a few hours to themselves for a much deserved break in caring for their loved ones. The AFCSP can be also used for adult day care, advocacy and legal assistance, supportive home care, Caregiver training, specialized transportation and escort, and even crisis intervention, along with some other services. The NFCSP funds can help for information and assistance to caregivers about available services. Also including respite care, adult day care, personal care, home safety improvements/ equipment, caregiver training, along with several other services. However, there are funding limits set for each individual caregiver and counties are allowed to set levels even lower if needed to serve more people.

Discussion only no action taken.

Personnel Update:

Jacobson reported that both ADRC Specialist vacancies have been filled. Jason Kirker started on June 10th and Jennifer Sackett will be starting on June 24.

Discussion only no action taken

Tri-County Transit:

Jacobson reported that the North Central Wisconsin Regional Planning Commission (NCWRPS) has been contracted by the DOT to conduct required three-year coordinated transportation plan for Oneida County. NCWRPS is continuing to do our plan in coordination with Vilas and Forest Counties. Members of the Health & Aging Committee will be receiving a meeting notice sometime in July for this meeting. This will be a public meeting along with interagency to learn how to better coordinate the transportation needs.

Discussion only, no action taken.

Nutrition Update:

Jacobson presented handouts and gave the update on the nutrition program. Jacobson has been going around to the various dining sites and giving them handouts explaining what part their donation pays for in the nutrition budget. This helps to show the participants the importance of their donation to the meal program. The participant's donation pays for 27 percent of the Senior Dining Site budget. As of June 1, 2013 the suggested donation went up to \$3.50 and home delivered meals went up to \$3.75. Voluntary donations from participants for each Dining Site is budgeted to be \$55,000 in 2013 (in 2012 we received \$47,909 in donations). Federal & State Grant Funding for the meal program is \$130,435. This money is from our Federal Older Americans Act and State of Wisconsin allocation for our county. This funding was cut by \$5,576 in 2013 and sequestration could cut another \$3,092. The USDA grant of \$15,801 is based on how many meals were served to participants over the age of 60.

Mott suggested that participants also be educated on how much the "true cost" of providing the meal is (currently \$6.65)

Discussion only, no action taken.

Allowance for Doubtful Accounts:

Jacobson presented the allowance for doubtful accounts for 2011-2012.

Motion made by Cody, seconded by Saari to approve the allowance for doubtful accounts as presented. Motion carries.

Liturgical Publications Agreement:

Jacobson presented the sample newsletters from Liturgical Publications. Liturgical Publications originally only did church bulletins, but in recent years have branched out to ADRC's, Aging Offices and Senior Center newsletters. Liturgical Publications salesmen will come into town and book the ads with our staff's advice. This newsletter would be full color format, come out monthly, zero cost to the Oneida County Department on Aging. Mary Martin has volunteered to edit the newsletter and would like to write human interest stories. The OCDOA would like to start with 1000 copies with an option to increase the number at any other times. The newsletters would be distributed by the Department on Aging and volunteers in selected public venues. The option to mail this newsletter will also be available with the recipient to pay for the postage.

Motion made by Mott, seconded by Saari/ Brisse to approve moving forward with the agreement with Liturgical Publications after Corporation Counsel approves the document. Motion carried

Legislative Update:

Jacobson presented handouts on a legislative update. On June 19, 2013 U.S. Sen. Baldwin at the Senate Special Committee on Aging on the Older Americans Act. Senator Baldwin focuses on the sequester impact on Wisconsin senior programs and highlighted on the Meals on Wheels program.

Discussion only, no action taken.

Monthly Reports:

Jacobson distributed the monthly program reports.

Motion made by Cody, seconded by Sorenson to approve the monthly reports as presented.
Motion carried.

Vouchers, purchase orders and line item transfers:

Jacobson presented the vouchers, purchase orders and line item transfers.

Motion made by Brisse, seconded by Mott to approve the vouchers, purchase orders and line item transfers as presented. Motion carries.

Out of County Travel: None

Agenda items for next meeting:

- Nutrition & transportation program
- Employee parking site visit

HEALTH & AGING

Minutes of May 16, 2013:

Motion made by Cody, seconded by Hauer to approve minutes of May 16, 2013 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting:

Regular meeting scheduled for July 18, 2013 @ 8:30 a.m. at the Health & Aging Building, 100 W Keenan St. Conlon reported that a physician will be joining the Board of Health and she would prefer to meet at 9:30 a.m. To accommodate this request, the Department on Aging will always start at 8:30 a.m. followed by the Health Department at approximately 9:30 a.m.

Health & Aging Issues:

Discussion on the proposed options for the DAILY NEWS property and winter parking issues. Determined to plan a future site visit during a scheduled meeting.

Health

Program Update: WI WINS

Kyla Waksmonski, Health Educator, discussed the WI WINS program.

Discussion only, no action taken.

Monthly Reports:

- Environmental Health: Summary given by Todd Troskey, Sanitarian.
 - Minocqua lodging facility - Customer noted dishes were being done in the laundry area general use sink, instead of the food prep and dish area. After discussion with person-in-charge, it was confirmed some dishes used to reheat certain oily foods are “pre-washed” in laundry area sink. After breakfast service, all dishes are run through the dishwasher.
 - Rhinelander restaurant – Anonymous call left voicemail indicating issues with out of date food in cooler and “other misc” violations occurring. Upon inspection, all items in cooler were properly labeled and dated. A few other violations were observed, discussed and written out during complaint inspection.
 - Other news: Jody McKinney and Todd Troskey gave a bed bug presentation to the Minocqua Area Resorts Association (MARA).
- Communicable Disease: Summary given by Director.
 - 2 Blastomycosis, 5 Chlamydia, 2 Ehrlichiosis/Anaplasmosis, 1 Giardiasis, 3 Hepatitis C, 1 Hepatitis C acute, 1 Histoplasmosis, 10 Lyme, 2 Mycobacterial disease (non-tuberculous), 7 pertussis, 1 TB, 1 varicella.
- Health Hazards: Summary given by Director.
 - Rental unit with no hot water and electrical safety issues. Water is now fixed.
 - Garbage and syringes at a residence were cleaned up with assistance of a church.
 - No running water at a residence was fixed by landlord after being contacted by Health Department.
 - Garbage at a residence was removed.
 - Hoarding, garbage and fumes at a residence is still in process of being abated.
 - Garbage on deck and garage at a residence. Renters are being evicted and child removed to parent’s home.
 - Garbage at a residence was investigated and found not to be a health hazard.
 - Complaint of rats and vermin in house that was no longer being lived in. No evidence of rats was found.
 - Complaint of mold at a residence being cleaned up by tenant herself.
 - Junk hoarding and safety issue at a residence. Home looks like it has been abandoned and has been referred to Planning & Zoning.

Discussion only, no action taken.

Draft of General guidelines of rental properties:

Per Board of Health request, Conlon presented general guidelines of rental properties as part of the Human Health Hazard Investigation/ Response Plan Procedure. The added section of the procedure reads as follows:

Health Officer or designee will determine whether a potential health hazard exists in accordance with County Public Health Ordinance 11.13. Per Oneida County Board of Health, the following warrants a health hazard investigation:

1. No running water and / or no running hot water in rental properties.
2. No heat in rental properties.
3. No electricity in rental properties.

A board member asked for more clarification on what heating temperature is considered adequate. After further discussion, it was agreed the Health Department will research further what is considered adequate or reasonable (minimum living conditions) for water, heat and electricity and will bring back to the committee next month.

Discussion only, no action taken.

Shingles Vaccine Fee Increase:

Conlon presented a request for the need to increase the shingles vaccine from \$165 to \$180. Due to the rise in supplies, the Health Department is no longer able to cover the cost of the vaccine at the current price of \$165.

Motion made by Mott; seconded by Saari to approve the increase of the shingles vaccine to \$180. Motion carries.

Champs Software:

Conlon presented a request for updating the Health Department's Champs Software. Brian Desmond is developing a resolution to take \$40,865 out of the general fund. It is going to the Administration Committee for the Health Department's new software system. The software system was not in Lynn Grube's budget this year because it was not clear when it would have to be purchased. The current software system, called Champs, is no longer supported by the software company. The new software will meet ACA guidelines for electronic health records which the Health Department has to have by 2014. Conlon worked with Grube for months researching software systems. Five software systems were looked at by Conlon and Grube. Champs is the most reasonable and is the one that many county Health Departments are moving to. The new software will reduce duplicate data entry and increase efficiency in the Health Department.

Motion made by Cody; seconded by Saari to approve request to move forward to Administration Committee for the purchase of the new Champs software system as presented. Motion carried.

WIRHN Agreement:

Conlon presented a request to move forward with the WIRHN Agreement. The WIRHN is an agreement with Wausau Family Planning Services and many other Family Planning Services. The reason for joining is for electronic health records. It is also part of Telehealth which if a client comes in and the nurse practitioner is not here, Family Planning staff is able to get online with a nurse practitioner at a different facility and get consult. This electronic system is for billing and they will be doing all the billing. With the assistance of this agreement, the Health Department will be able to bill different insurances for their services. With this program, the Health Department is expecting less duplication, reduction in operating costs, electronic health records and decrease in rejection rate from insurance companies. The decrease in rejections will also reduce the work load because they will not have to resubmit claims. There is minimal risk with the agreement and the operating cost will decrease due to the increased efficiency. Corporation Council still needs to review the contract. A meeting is scheduled with Corporation Council and Family Planning Services next week.

Motion made by Cody; seconded by Saari to move forward with the WIRHN agreement as presented. Motion carried.

UWPH Grant Application:

Conlon presented an update on the UWPH Grant Application. Two years ago the Chronic Disease Coalition received a grant from the UW Population Partnership grant foundation. They will be writing for a \$400,000, three year implementation grant so the coalition can continue with the work they have already started. The current grant ends April 1, 2014. The Health Department has submitted their letter of intent for the grant and hope for the opportunity to write for the grant.

Discussion only, no action taken.

Annual Report:

Conlon presented the annual report.

Motion made by Saari; seconded by Sorenson to approve the Annual Report as presented. Motion carried.

Accreditation Update:

Conlon presented the accreditation update. On June 19th, Conlon was able to resubmit the 44 out of 96 measures that were reopened. All of their documents are being reviewed by site reviewers. Site visit is expected to be around September.

Discussion only, no action taken.

Physician Update:

Conlon presented the physician update. Dr. Amy Slette, a pediatrician from Ministry, has agreed to sit on Board of Health.

Discussion only, no action taken.

Legislative Update:

Conlon presented the legislative update. There have been no funding reductions to GPR from the state, which includes Well Women and the tobacco control. There are wellness and prevention policies with the state employee wellness program that provides \$190,000 over the biennium to continue work on state employee wellness programs. They are looking at tobacco use surcharge to require the state group insurance to impose a \$50 premium surcharge for any state employee who uses tobacco products. There was a motion made for food and beverage to prohibit county or municipalities from enacting in ordinance or adopting a resolution that bans, prohibits, or otherwise restricts the sale of food or non-alcoholic beverages based on the numbers of calories, size or other nutritional data.

Discussion only, no action taken.

Requests for meetings and workshops:

Motion made by Mott, seconded by Sorenson to approve the requests for meeting and workshops. Motion carried.

Vouchers, purchase orders and line item transfers:

Motion made by Saari, seconded by Mott to approve the voucher and purchase orders totaling \$30,165.47 and line item transfers as presented. Motion carried.

Appeal by Boathouse

Motion by Mott, seconded by Sorenson to adjourn into closed session pursuant to section 19.85(1) (a) & (g) for the purposes of: 1. Deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body & (2) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning the strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

(Topic: Appeal by Boathouse.)

Roll call vote taken with all voting in the affirmative. Motion carried.

Discussion held in closed session.

Motion by Mott, second by Cody to return to open session. Roll call vote taken with all voting in the affirmative. Motion carried.

The following motion was made in the above closed session and announced in open session:
Motion made by Mott, seconded by Sorenson to reduce the fine. Roll call vote taken with all voting in the affirmative. Motion carried.

Agenda Items for next meeting: Health Hazards

Public Comment/Communication: None

Adjournment:

Motion by Saari, seconded by Mott to adjourn meeting at 11:00 a.m. Motion carried.

Committee Chairman

Committee Secretary