

Health & Aging Committee Meeting Minutes

June 21, 2012

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

COMMITTEE MEMBERS ABSENT/EXCUSED: Romelle Vandervest, Dr. Joanna Gudel (Health), Maxine Meyer (Aging), Joan Hauer (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: Greg Berard

STAFF PRESENT: Linda Conlon, Dianne Jacobson, Anne Cirilli, Linda Pipgras

Health:

Meeting called to order by Vice-Chairperson Jackie Cody at 8:30 AM at the Health & Aging Building, 100 W Keenan St.

The Vice-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 Saari, seconded by Sorenson to approve today's agenda as presented with option to move items around. Motion carried.

Public comment/ communications: None.

Reproductive Health Update: Anne Cirilli, Health Educator, discussed the Reproductive Health program.

Monthly Reports:

- Environmental Health Summary: Sanitarians were unavailable.
- Communicable Disease Update: 2 Blastomycosis, 5 Chlamydia, 6 Ehrlichiosis/ Anaplasmosis, 2 Giardiasis, 6 Lyme disease, 1 Mycobacterial Disease, 4 Pertussis, 1 Streptococcal Disease, 1 Streptococcus Pneumonia, 1 Varicella.
- Health Hazard Update: Summary given by Director. There were four health hazards related to dilapidated structures and garbage. Two (Hazelhurst and Nokomis) were referred to Planning and Zoning; one (Pelican) was posted unfit; one (Harshaw) the Health Department is working with the owners to get it cleaned up.
- Biking & Walking Trails: Summary given by Jackie Cody, Biking & Walking Trails Council President.
 1. Received \$1500 donation for the Eisenhower Pathway. Expect to receive \$7500 grant in July, leaving them \$3000 short of their goal.
 2. Ministry is putting money for the pathway in their budget for next year. But now there are other facilities that will be in the area and will need to be contacted.

Accreditation Update: Conlon told the Committee that the Health Department is in the process of uploading documents and hope to be done by August 1st. Discussion only, no action taken.

LTE Environmental Technicians Request: Due to the large amount of environmental inspections including water testing, well inspections, temporary food events, and tourist rooming houses required and because the workload increases tremendously from May to September, additional limited term Environmental Technicians are needed for these months. Conlon told the Committee that there are a lot of Saturday events that the Sanitarians are unable to get to. She contacted Vilas County for assistance. They have three Oshkosh interns which will be used as LTEs and paid out of the Sanitarian budget. The interns are already trained in environmental services and will be used for approximately three Saturday temporary events. Motion made by Saari, seconded by Sorenson to approve LTE environmental technicians request. Motion carried.

Increase PHN from 80%-100% Request: Conlon proposed using the new 80% Public Health nurse, Rob Deede, for one day a week for twelve weeks in the Sanitarian program. After the twelve weeks are up, he will work on Public Health preparedness, prevention and other grant areas. Funding for the increase in this position will be from the Sanitarian program for twelve weeks and thru grants and public health revenue. Conlon will evaluate the position at the end of 2012. If there are no dollars available, the position will go back to 80%. Motion made by Saari, seconded by Sorenson to approve increasing Public Health Nurse from 80% to 100%. Motion carried.

Decrease Assistant Tobacco Coordinator from 84% to 60%: Kyla Waksmonski had her hours increased to work on the accreditation process. The grant dollars that were used to cover those hours were used up June 1st. Conlon proposed decreasing Kyla's hours from 84% back to 60%. Motion made by Saari, seconded by Mott to decrease the Assistant Tobacco Coordinator's hours from 84% to 60%. Motion carried.

2012 Budget: Conlon presented the 2012 budget. Discussion only, no action taken.

2011 Annual Report: Motion made by Sorenson, seconded by Mott to approve the 2011 Annual Report and forward to the County Board. Motion carried.

Requests for Meetings/Workshops: Motion made by Saari, seconded by Mott to approve meetings and workshops as presented. Motion carried.

Vouchers, purchase orders and line item transfers: Motion made by Saari, seconded by Sorenson to approve vouchers and purchase orders totaling \$40,909.51 and line item transfers as presented. Motion carried.

Health & Aging:

Minutes of May 10, 2012 meeting: Motion made by Sorenson, seconded by Mott to approve minutes of May 10, 2012 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting: July 19, 2012 @ 8:30 a.m. at the Health & Aging Building, 100 W Keenan St.

Health & Aging Building Relocation: Conlon stated the tentative date for the Health Department to relocate is August 20th. The fiber optics need to be finished by the end of July. Jacobson stated that the Department of Aging has been in the new building for three weeks today. Response from the public has been very good and staff love the number of rooms that are now available for activities. When they were in the old building, they often had to use the kitchen area for activities. Jacobson also stated that the "free" bus ride vouchers are working. The biggest adjustment for Thayer Street residents is not being able to leave when they want. Discussion only, no action taken.

Tour of new building: Tour of building was given to those interested after the meeting.

Aging:

Department Vacancies: Summary given by Jacobson.

- They will be interviewing for the 50% LTE Account Clerk position this Friday.
- A Nicolet intern has been performing the full-time Secretary position since the Department of Aging moved into the new building. LRES approved the position June 1st and posted it internally only. There were 5 applicants, including the Nicolet intern. Interviews will be next week.

Aging and Disability Resource Center Update: Jacobson reported that three professionals with diverse backgrounds started working Monday, June 18th with the Aging and Disability Resource Center. Sue Piazza, Assistant Director, will be directing the unit. Jacobson will introduce the new staff at next month's meeting. Discussion only, no action taken.

State Aging Plan 2013-2015: Every two to three years the Department of Aging needs to develop a State Aging Plan. The State wants the Department to look at where the gaps for older adults are and where services are needed. The State has required goals and then each agency can identify their own goals. Jacobson told the Committee she will bring a draft of the State Aging Plan 2013-2015 to the August meeting for them to review before she submits it to GWAAR by September 1st. The Greater Wisconsin Agency on Aging Resources (GWAAR) reviews the plan to make sure the Department is on target. The final plan is due to GWAAR in November. There will be a public hearing in the Fall after GWAAR has looked at the draft plan. Jacobson will draft a survey to get the public's input on where gaps are and where services are needed. She will send the survey to the Committee to review before distributing in July. Jacobson asked the Committee for their thoughts/ideas on how to get the best responses from the public.

Responses included:

- Put survey on the Oneida County website.
- Primary locations to distribute survey included employers, churches, hospitals, food pantries, libraries and thrift stores.
- Use radio, newspaper and television.
- Distribute at Learning in Retirement (LIR) at Nicolet College.

Suggestions related to the survey itself were also made by the Committee. Discussion only, no action taken.

Grand Opening: The anticipated date of the grand opening is Saturday, July 21st from 1-3 p.m. The event will include a ribbon cutting, cake and a tour of the building. Discussion only, no action taken.

Legislative Updates: Jacobson reported that the Older Americans Act (OAA) funding for 2013 will be maintained at the current level. In this budget climate, level funding is considered a win. Discussion only, no action taken.

Pier-Willow Dining Site Future: Jacobson reported that attendance at the Pier-Willow dining site has been waffling over the last year. Ten meals are required for the catering service to make the trip to the site. Within the January-May timeframe, the site should have been open 44 times. The site had the minimum 10 meals only 28 of those days. Jacobson stated they are considering what steps they should take. She distributed the state policy on dining center closure. She also informed the Committee that the site managers gave their two weeks notice. Due to losing the site managers and the low attendance, Jacobson's plan is to send a letter to attendees explaining what is going on and inform them of a meeting where it will be discussed. She also needs to inform GWAAR, the area agency. Motion by Brisse, seconded by Saari for Jacobson to notify the diners, meet with the diners next Thursday and inform them the site will be closed within the next two weeks. Motion carried.

Monthly Reports: Staff and program reports: None to report.

Vouchers, bills and line item transfers: Motion made by Brisse, seconded by Saari to approve vouchers, bills and line item transfers. Motion carried.

Out-of-county travel: Jacobson reported that the three new ADRC staff, as part of their orientation/training may be visiting an ADRC out-of-county (possibly one of the best located in Brown County) to learn how their Aging & Disability Resource Center is operated. At this time Jacobson could not request a specific date or location for an out-of-county trip. Motion made by Saari, seconded by Brisse to give Jacobson the option of approving out-of-county travel for her staff to visit another ADRC prior to the next Health & Aging meeting. Motion carried.

Topics for future agendas: Pier Willow update, ADRC staff will report on their training, State Aging plan, department vacancies, grand opening update.

Public comment/ communications: None.

Motion by Saari, seconded by Brisse to adjourn at 11:28 a.m. with tour of new building to follow for those interested. Motion carried.

Committee Chairman

Committee Secretary