

**HEALTH & AGING COMMITTEE MEETING MINUTES**  
**July 11, 2017**

**COMMITTEE MEMBERS PRESENT:** Chairperson Bob Mott, Carol Pederson, Tom Kelly, Bill Freudenberg, Jackie Cody, Ann Ovsak, Nancy Brisse, Ed Hammer, Marge Saari, Barbara Young

**COMMITTEE MEMBERS ABSENT/EXCUSED:** Dr. Amy Slette.

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

**STAFF PRESENT:** Linda Conlon, Marta Koelling, Dawn Klink, Molly Mestelle, Todd Troskey, Kerri Ison, Dianne Jacobson, Joel Gottsacker, Dawn Johnson.

**OTHERS PRESENT:** Janell Schroeder, Lakeland Retirement Foundation Executive Director; Mike Heppe, Lakeland Senior Center Representative; Terese Poe, ADRC of the Northwoods Regional Manager.

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**Call to order:** Chairperson Bob Mott 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/Pederson to approve today's agenda with the order of items at the Chair's discretion. All ayes, motion carried.

**Public comment/communications:** None.

**Staff Report – Youth Injury Prevention – Car Seats, Safe Sleep and Prenatal Care**

**Coordination:** Klink, Prenatal Care Coordinator, discussed the prenatal care coordination (PNCC) program. PNCC is available for pregnant women on Medicaid or BadgerCare with services being reimbursable to OCHD. PNCC provides education for healthy baby outcomes (full-term pregnancies/normal birth weight) and post-partum follow up. Currently there are approximately 18 clients seen on a monthly basis. Success is measured by normal birth weights and full-term pregnancies.

Klink is a member of the Northern Region PNCC group. The group initiated a PNCC Audit QI project this year. Goals are to fulfill Medicaid requirements, provide high quality services to clients, to help prepare for potential audits, create a systematic approval to high quality PNCC services and protect PNCC staff and programs from negative consequences. The project was well-received when presented at the Statewide PNCC Network Meeting. As a result of the QI project, the OCHD PNCC policy and procedure has been updated, updates were made to the literature checklist, and a signature page has been adopted from another county.

Conlon noted it is integral in the PNCC program to make sure things are done correctly, without much guidance from the state. This is another great example how QI works at OCHD. Discussion followed.

**2016 Oneida County Health Department Annual Report:** Copies of the 2016 Annual Report were provided for review. Conlon noted changes were made to reflect a more user friendly and

eye-catching report with more graphics. Staff uses the report for PHAB accreditation, reporting to the county board and the community. Discussion followed on portions of the report noting planning will be included in future reports. Cody suggested death data be used for outreach such as a billboard. Conlon noted that once the report is approved by County Board, a media release will be sent to hopefully prompt some interviews where data can be shared. The Committee commended staff for their work on the report. Conlon thanked Koelling for her work in completing the report.

**Monthly Reports/Updates:**

Environmental Health Report:

- Troskey reported inspections start 7/12/17 for campground and temporary food facilities. There will be four staff on the grounds for inspections. There are approximately 30 food vendors.
- Troskey discussed a complaint regarding a person making cakes without a license. The issue began last year and has not been resolved. Attempts to contact person has been unsuccessful. Discussion was held regarding citations and fees. Discussion followed regarding the “cottage bill” that has yet to be passed in Wisconsin. This allows persons to make and sell baked goods without a license.
- Troskey discussed citations issued previously for a person conducting body piercing and a person conducting tattooing without licenses. These persons have not paid the operating for a license fee. Troskey has consulted with Corporation Counsel; he will proceed with issuing additional citations.

Communicable Diseases (06/01-30/17):

| <u>Disease Name</u>                      | <u>Reported</u> | <u>Confirmed</u> |
|--|-----------------|------------------|
| Arboviral Illness (West Nile Virus)      | 1               |                  |
| Campylobacteriosis (food poisoning)      | 1               | 1                |
| Chlamydia                                | 6               | 5                |
| Cryptosporidiosis (intestinal parasites) | 1               |                  |
| Ehrlichiosis/anaplasmosis                | 11              | 10               |
| Hepatitis B, Unspecified                 | 2               |                  |
| Hepatitis C, Chronic                     | 4               | 2                |
| Lyme Disease                             | 14              | 9                |
| Lyme Laboratory Report                   | 14              | 1                |
| Metal Poisoning (Non-Lead)               | 1               |                  |
| Mycobacterial Disease (Non-Tuberculous)  | 1               | 1                |
| Not Reportable                           | 1               | 1                |
| Pertussis (Whooping Cough)               | 3               |                  |
| Tuberculosis, Latent Infection           | 2               |                  |

Health Hazards:

| <u>Hazard Description</u> | <u>New</u> | <u>Existing</u> |
|---------------------------|------------|-----------------|
| Animals                   |            | 2               |
| Dilapidated Structure     | 1          |                 |
| Housing                   |            | 1               |
| Mold                      | 3          | 1               |
| Solid Waste/Garbage       |            | 2               |
| Subtotal                  | 4          |                 |

|                    |          |   |
|--------------------|----------|---|
| New Cases Closed   | -1       |   |
| Total Open Cases   | 3        | 6 |
| <b>Grand Total</b> | <b>9</b> |   |

**Legislative Update:**

- Conlon provided copies of the quarterly NALBOH news brief.
- Conlon reiterated funding for OCHD will be affected by the repeal of the ACA and the President’s budget. She also noted that preparedness funding will also be affected. A \$500,000 allocation has been included in the state budget for public health funding; however, that budget has not been passed.

**a. Outreach/Communication Report (Period 6/13/17 – 7/10/17):**

|                 |    |
|-----------------|----|
| Blog            |    |
| Facebook        | 37 |
| Press Release   | 4  |
| Presentation    | 0  |
| Board of Health | 0  |
| Interview       | 8  |
| Health Fair     | 2  |
| School          | 0  |
| Lobby Slides    | 0  |
| Mailings        | 0  |
| Phone Outreach  | 1  |
| Total:          | 52 |

**Facebook Reporting:**

|   |                                      |
|---|--------------------------------------|
| Posts   | 37                                   |
| Total Reach   | 6,182                                |
| Average Reach per Post                                | 167                                  |
| Total Engagements (likes, shares, comments)           | 298                                  |
| Average engagement per post                           | 8                                    |
| Boosts during timeframe                               | Yes, WWWP                            |
| Post with largest reach                               | WWWP on 6/28/17<br>Reach of 3,642    |
| Post with largest engagement (likes, shares comments) | WWWP on 6/28/17<br>Engagement of 171 |
| New Page Likes  | 11                                   |
| Total Page Likes                                      | 390                                  |

**Vouchers, purchase orders and line item transfers:** Motion by Pederson/Freudenberg to approve vouchers, personal expense voucher and line item transfers as presented. All ayes; motion carried.

**Agenda items for next meeting:** Staffing requests, 2018 budget, staffing update.

**Public Comment:** None.

Ovsak excused at 9:54 a.m.

## **HEALTH & AGING:**

**Minutes of June 13, 2017 Meeting:** Motion by Hammer/Brissee to approve minutes of the June 13, 2017 meeting as presented. All ayes motion carried.

**Date/Time/location of future regular meetings:** The next regular meeting is scheduled for **August 8, 2017** 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 no earlier than 10 a.m. The Commission on Aging agenda items will commence at approximately 10:20 a.m. and run until 11:30 a.m. Commission on Aging citizen members should plan on arriving by 10:00 a.m. in case the joint portion of the meeting starts earlier.

**Health and Aging issues:** Paving of parking lot bids are being reviewed. The project had to be re-bid due to insurance issues.

## **Aging**

**Lakeland Retirement Foundation Updates:** Janell Schroeder and Mike Heppe gave the Lakeland Retirement Foundation (LRF) update. Schroeder reported that they may be breaking ground on the new senior center as soon as August, 2017. They are also looking at options for names for the facility as they would like it to be multi-use and not a "senior center." The new facility will be approximately 1,400 square feet with such facilities as; indoor pickle ball courts as well as a walking track around courts, three meeting rooms (one being an auditorium style with no set seating arrangement so it can be used for multipurpose activities.) The facilities will also have a commercial kitchen that can accommodate the senior dining program. LRF will be holding community meetings on Thursday July 20, 2017 at 1:00 pm and 5:00 pm at the Woodruff Town Hall. The cost of the new center is approximately \$2.5 million funding for which a grant to the Department of Agriculture has been written. LRF is also seeking private donations. Chairperson Mott questioned how they were going to break ground in August when the funding is not finalized. Schroeder said it is in its final stages and should be able to break ground in August/ September. Discussion only, no action taken.

**Transit Commission update:** Chairperson Mott gave the Transit Commission update. The Minocqua area rider ship is up from 500 to 800 one-way rides. Over all the ridership is up 1,000 one-way rides for April and May. The Commission is still looking for funding for the 20% required local match (approximately \$45,000) for the grant they received to purchase some new buses through a DOT capitol grant. The success of this program has put a strain on the current bus fleet with repairs running approximately \$3,000 per month. The increasing need for this service in the rural areas continues to grow. Discussion only, no action taken.

**Aging & Disability Resource Center (ADRC) of the Northwoods (ADRC-NW):** Presented by Joel Gottsacker

- **Transition to Family Care/IRIS update:** In Oneida County the ADRC Specialists have 27 persons remaining to rollover into Family Care. On July 1<sup>st</sup> 157 clients were rolled over from COP or CIPII into Family Care. Currently no new client can be entered into Family Care until after current clients receiving services are rolled over. Any new requests for services are placed on the "queue" list for a functional screen to determine if the individual is eligible for the Family Care wait list. Each county is responsible for their own queue list. New enrollments will be limited to available "slots" that open when a current participant leaves Family Care/IRIS or Legacy Wavier and dis -enrolls from Medicaid. (attrition slots) Through June 2020 each county will be permitted to add one person per month from the waitlist plus any attrition slots that come available. Clients are not locked

into the provider that they have chosen. If they wish to change their provider they can do so without going on a wait list. Discussion only, no action taken.

- **Fiscal Agent status:** Oneida County Social Services is working on a plan for a month-by-month basis to remain the fiscal agent for the ADRC for the remainder of 2017. This item is on the agenda for the ADRC Board meeting scheduled for Friday July 14, 2017. In fall of 2016, the ADRC-NW was given notice by Oneida County Social Services (OCDSS) to withdraw as Fiscal Agent effective January 1, 2017. The ADRC has not yet secured the funds necessary to set up a checking account so their new contracted fiscal agent, Wipfli, can take over the duties from OCDSS. Therefore, Oneida County continues to advance funds to pay the regional ADRC bills and recoups that money in 60-90 days when the State sends funds for reported expenditures. Committee members questioned why the ADRC has not resolved the cash flow issue so the company contracted in January can start. Poe responded that it is a long process to ask the counties or tribes for the funding. Poe is currently still doing her former Disability Benefit Specialists job along with her Regional Manager Positions. She stated it is hard to get qualified applicants. Discussion only, no action taken.

**Proposed contract between the County and the Managed Care and IRIS agencies:**

Jacobson presented the Appendix A: Reimbursement for authorized services from the Managed Care organizations (MCO) and IRIS Consultant Agency (ICA). The MCOs and IRIS have approached Oneida County Department on Aging to become a partner to deliver meals on wheels and provide volunteer escort rides. Corporation Counsel reviewed the document and recommended changes. The MCOs and ICAs refused to make all changes to their contracts. Jacobson informed the committee, that as in previous contracts where the contractor would not make all contract changes, the commission may approve entering into the contract. Motion made by Cody, seconded by Kelly to approve the price structure as presented in appendix A and allow Jacobson to proceed with contracts after securing as many changes as possible. All ayes, motion carried.

**Stepping on Class partnership opportunity:** Jacobson presented a Stepping on Class partnership opportunity with the Wisconsin Institute for Healthy Aging (WIHA) and Security Health Plan to offer a free, seven-week Stepping On program, which has been proven to reduce the incidence of falls. The Department on Aging will receive \$2,100 from WIHA to provide the course. The course will be promoted to Security Health Plan members and the general public alike. Motion made by Hammer, seconded by Brisse to enter into a partnership with WIHA for the no-cost partnership for Stepping On Classes. All ayes, motion carried.

**Participant Behavior Policy amendment:** Jacobson presented the amended Participant Behavior Policy approved by Corporation Counsel, Brian Desmond. Motion made by Hammer, seconded by Kelly to accept the revision of the Participant Behavior Policy. All ayes, motion carried.

**Aging & ADRC Integration:** Jacobson gave the Aging & ADRC integration update. On June 13, 2017 at the Commission on Aging meeting the committee members voted to move forward to county board with the resolution of intent to withdraw from the ADRC of the Northwoods. The Oneida County Board met on Tuesday June 20, 2017 where the resolution was presented. The Oneida County board members tabled it until their August 15, 2017 meeting. They asked for more information at the next meeting and to give them time to look at the information already presented. Jacobson will give the draft presentation at the next Aging Commission meeting to get feedback on edits prior to presenting it to the County Board. Jacobson reported that

Marquette County is the latest county to give notice of withdrawal to their regional ADRC and to become an integrated entity. Jacobson also reported that on July 17 the Vilas County Commission on Aging approved moving forward to Vilas County Board with their resolution to withdraw from the ADRC of the Northwoods. Their next meeting is July 25, 2017. Discussion only, no action taken.

**2018 Caterer Bid Timeline:** Jacobson presented the 2018 bid timeline for home delivered and congregate meals catering contract. An RFP is usually let every two years, but we will be investigating if a longer time-frame contract is allowable under the County and the Bureau of Aging and Disability Services. The suggested timeline is as follows: July 15-18, 2017 the bids are published to the media, August 4, 2017 the bids are due at the Department on Aging. On August 8, 2017, the bids will be opened by the Commission.

Motion made by Brisse, seconded by Pederson to approve the 2018 Caterer Bid Time line as presented. All ayes, motion carried.

Discussion: Committee members directed that Oneida County Corporation Counsel look at the bid process to determine if a three-year contract can be let instead of a two year contract.

**Vouchers, purchase orders and line item transfers:** Jacobson presented the vouchers, purchase orders and line item transfers for approval. Motion made by Cody, seconded by Brisse to approve the vouchers, purchase orders and line item transfers as presented. All ayes motion carried.

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

**Legislative Update:** Nothing to report at this time.

**Agenda items for next meeting:** Aging & ADRC integration, 2018 Caterer Bids, Transit Commission update, Lakeland Retirement Foundation update, Family Care Update, ADRC Fiscal update and all other usual agenda items.

**Adjournment:** Motion by Brisse, seconded by Pederson to adjourn meeting at 11:27 am. All ayes, motion carried.

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Committee Chairman

*Kerri Ison & Dawn Johnson*  
Committee Secretary