

Health & Aging Committee Meeting Minutes

August 16, 2012

COMMITTEE MEMBERS PRESENT: Romelle Vandervest, Bob Mott, Greg Berard, Candy Sorenson, Marge Saari, Jackie Cody, Nancy Brissee (Aging)

COMMITTEE MEMBERS ABSENT/EXCUSED: Maxine Meyer (Aging), Joan Hauer (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Linda Conlon, Ann Ovsak, Dianne Jacobson, Linda Pipgras, Todd Troskey

Aging:

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

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 Brissee to approve today's agenda as presented. Motion carried.

Public comment/ communications: None.

Grand Opening Report: Jacobson distributed the Grand Opening flyer that was in the Star Journal. Along with the grand opening events, it described what the Department of Aging and ADRC does. Jacobson reported the Grand Opening was a huge success! Between 350 and 400 people attended the event. Today's paper captured the day's events. There were many positive comments about how great and convenient the location is. The only negative comments involved the cost of relocating and the fact that all the foods served at the grand opening contained sugar. Also, one of the newspapers missed putting the Department's new address in their advertisement. The anonymous donor who gave \$100,000 toward the renovation of the new building, Ray Link, was identified. He and his wife's picture are displayed in the lobby. There were drawings for door prizes and those will be drawn this morning. Those who answered the survey received an additional entry form. The digital sign is now displayed on the face of the building. The Women's Club is sponsoring the sign with a \$10,000 donation. The newspaper will be coming to take their picture. Discussion only, no action taken.

Aging and Disability Resource Center Update: Jacobson reported the signage for the ADRC is up and a new display is set up in the building. They are still currently experiencing problems with their phones and are working with Frontier to take care of the problem. Discussion only, no action taken.

Draft of State Aging Plan 2013-2015: Jacobson distributed a draft of the State Aging Plan for the Committee to review. She wants to wait until they are done with distributing and collecting surveys before completing their local goals for the State Aging Plan. Next month the plan will be more complete and in October there will be two public hearings. Discussion only, no action taken.

2013 LTE Request: Every year departments need to go to LRES for LTE approval. Four LTE requests were presented by Jacobson.

- 8 dining site managers. They start at \$8.92/hr. and go to \$9.13/hr after one year. They do not receive another increase after that. There is no county tax levy on this job. Jacobson told the Committee that at the larger dining sites, site managers are getting the same wages as smaller dining site managers. They are supervising a larger number of volunteer workers and have a larger number of diners. The Committee would like to look further at possibly reclassifying or increasing the wages of larger dining site managers. This will be discussed further at next's month meeting.
- 1-3 substitute bus drivers. They start at \$10.10/hr. and go to \$10.40 after 12 months. The Department of Transportation funds 80% while the County funds 20%.
- LTE receptionist. This position is needed when the secretary is on vacation. For 2013, Jacobson is using a Nicolet intern student 4 hrs/day for a total of 125 hours to see if this will meet their needs.
- LTE fitness leader. These individuals are paid the same wages as the dining site managers.

Motion made by Brissee, seconded by Saari to approve LTE requests as presented. Motion carried.

2013 Funding/Budget Discussion: Jacobson distributed and discussed the 2013 State/Federal funding and the 2012 budget. The Benefit Specialist will now be doing 100% time reporting, similar to ADRC staff. This means that the federal government will reimburse the department for every 15 minutes the Benefit Specialist discusses Medicare with someone. Jacobson also stated that even though there will be an increase in traffic at the Rhinelander dining site, it may be time to increase fees. Classes currently range between \$1.50 and \$2.00 with some not being charged at all. Do they want to charge for all classes? Should they rent rooms to outside groups as a money maker? Discussion only, no action taken.

Wisconsin Aging Network Conference Sept 20-21: Every two years, the Greater Wisconsin Agency on Aging Resources (GWAAR) holds a conference discussing topics relevant to aging centers. This year it will be held in Wisconsin Dells. A free workshop is offered to Board members affiliated with aging. The Department on Aging is able to send one member for both days. Jacobson will forward information to Board members. Discussion only, no action taken.

Pier Willow Dining Site Update: Good news! The site has continued to maintain adequate numbers. Nineteen meals were booked today. Discussion only, no action taken.

Legislative Update: Jacobson asked that when speaking with candidates, Committee members talk about and push for funding for County Aging programs. Discussion only, no action taken.

Monthly Reports: Staff and program reports: Jacobson distributed and discussed the Activity & Volunteer Coordinator's Report, Bus Rider History and Escort Driver History. Discussion only, no action taken.

Vouchers, bills and line item transfers: Motion made by Saari, seconded by Brisse to approve vouchers and purchase orders as presented. Motion carried. Motion made by Cody, seconded by Brisse to approve line item transfers as presented. Motion carried.

Out-of-county travel: Summary given by Director.

- Jacobson to attend transportation meeting on August 23rd in Rice Lake, WI. She will use a rental car.
- Jacobson plus one Committee member to attend GWAAR conference in the Dells, Sept. 20th-21st.

Motion made by Cody, seconded by Berard to approval out-of-county travel as presented. Motion carried.

Topics for future agendas: Budget, LTE dining site managers.

Health & Aging:

Minutes of July 19, 2012 meeting: Motion made by Brisse, seconded by Cody to approve minutes of July 19, 2012 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting: September 13, 2012 @ 8:30 a.m. at the Health & Aging Building, 100 W Keenan St. The meeting will be held in the Health Department conference room on the second floor. The Health Department will present their agenda first.

Health & Aging Building Relocation: Conlon stated the Health Department will be moving on Monday, August 20th. Phones are not expected until Wednesday. A small fee had to be paid for the phone equipment needed and a monthly fee will be charged until the department gets voice-over IP. Discussion only, no action taken.

Health:

Monthly Reports:

- Environmental Health Summary: Summary given by Todd Troskey, Registered Sanitarian. Four complaints were received since the last Committee meeting. All four were food-related. Troskey also discussed the Crescent Town spring. The routine sampling schedule will continue, which means the spring will not be sampled again until 2013. Due to the bacteria positive this summer, the spring is scheduled to be sampled post-frost, as early as possible in 2013.

- Communicable Disease Update: 1 Babesiosis, 1 Campylobacteriosis, 8 Chlamydia, 10 Ehrlichiosis/ Anaplasmosis, 1 Giardiasis, 2 Hepatitis C, 10 Lyme disease, 51 Pertussis, 1 Mycobacterial disease, 2 Papapertussis, 1 Salmonellosis, 1 Shigellosis, 1 Syphilis reactor, 1 Tuberculosis Latent Infection.
There were 6 recreational camps with outbreaks of pertussis. None of them were Wisconsin residents. Public health preparedness dollars were used to cover nurses' expenses. No tax levy money was used.
- Health Hazard Update: Summary given by Assistant Director.
 1. Three Lakes residence investigated for complaint of bats.
 2. Two Pine Lake residences investigated for complaint of mold.
 3. Two Sugar Camp residences investigated for garbage.
 4. Minocqua residence investigated for mold.
 5. Crescent residence investigated for mold.
 6. Newbold residence investigated for mold.
- Biking & Walking Trails: The Biking & Walking Trails Council received a \$7500 grant from the Lumberjack Resource Conservation and Development Council. Cody asked that the Biking & Walking Trails update be dropped from future agendas.

2013 LTE Request: Five LTE requests were presented by Conlon.

- LTE Clerical. This position would assist Public Health clerical staff during influenza season and throughout the year. Influenza seasons have been unpredictable and quite demanding on current staffing levels. In addition, the Health department is required to enter every flu shot and immunization into the county wide receipting system and statewide immunization registry. Costs will be covered by flu revenue.
- LTE Public Health Nurse. These LTE positions would assist nursing staff during influenza season, with Family Planning outreach clinics and occasional general public health duties. Costs would be covered by flu revenue and Family Planning revenue.
- LTE WIC Registered Dietitian. The LTE RD will work when the RD is sick, on vacation or at a conference. Funding will be 100% through the WIC budget, including grants and revenue.
- LTE WIC Program Peer Breastfeeding Counselor. Peer support is provided by trained mothers who are or who have been WIC participants, who are currently breastfeeding or have done so in the past. Funding will be 100% through the WIC budget, including grants and revenue.
- LTE Nurse Clinician. The Reproductive Nurse Clinician will work under the orders of our Medical Director and is responsible for conducting exams of clients of the Reproductive Health Clinic. Funding will be from consolidated contracts and reproductive health revenue.

Motion made by Mott, seconded by Saari to approve 2013 LTE requests as presented. Motion carried.

Legislative Update: Conlon asked that when talking to candidates, Committee members find out their thoughts on health programs, such as tobacco, alcohol checks, chronic disease prevention and child death review. Conlon will forward a list of topics for Committee members to use when talking to candidates. Discussion only, no action taken.

Accreditation Update: Conlon reported that due to the move, nothing has changed with accreditation. Discussion only, no action taken.

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

Vouchers, purchase orders and line item transfers: Motion made by Saari, seconded by Cody to approve vouchers and purchase orders totaling \$5,101.71 and line item transfers as presented. Motion carried.

Agenda items for next meeting: Budget.

Public comment/ communications: None.

Motion by Mott, seconded by Berard to adjourn at 10:38 a.m. Motion carried.

Committee Chairman

Committee Secretary