

# Health & Aging Committee Meeting Minutes

## October 17, 2013

**COMMITTEE MEMBERS PRESENT:** Romelle Vandervest, Jackie Cody, Marge Saari, Joan Hauer (Aging), Candy Sorenson, Nancy Brisse (Aging), Greg Berard, Dr. Amy Slette (Health)

**COMMITTEE MEMBERS ABSENT/EXCUSED:** Maxine Meyer (Aging), Bob Mott

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None

**STAFF PRESENT:** Linda Conlon, Carl Meyer, Todd Troskey, Dianne Jacobson, Dawn Johnson, Linda Pipgras

**OTHERS PRESENT:** Laura Tristan - UW Green Bay Student, Dorothy Bouffiu - Senior Center Advisory Board, Rhae Ellen Schnoor - Senior Center Advisory Board Chair, Chris Dobbe and Mary Hilliker – Northwoods Shared Services Project

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### 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 Cody, seconded by Berard to approve today's agenda as presented. Motion carried.

Public Comment/ Communication: Laura Tristan, UW Green Bay student doing her internship for her bachelor's degree with the Health Department, was introduced to the committee. Dorothy Bouffiu and Rhae Ellen Schnoor from the Senior Center Advisory Board were also introduced to the committee.

Nutrition Contract: The sub-committee along with Lynn Papineau of Lynn's Catering and Rachel Hall from CBM met on October 11, 2013. Based on the information presented to the sub-committee and based on the criteria set for the nutrition contract. The sub-committee recommended that Lynn's Catering be awarded the 2014-2015 Nutrition Contract.

Motion made by Hauer, seconded by Sorenson to approve 2014-2015 Nutrition Contract to Lynn's Catering as presented. Motion carried.

2014 Budget Update: Jacobson gave the 2014 Budget update. Discussion only, no action taken.

Nutrition Program: Jacobson presented the nutrition program update. Discussion only, no action taken.

Donor Tree Update: No update, carried over.

Tri-County Transit Update: Jacobson will be attending the State Transportation conference in Madison next week, will give update after meeting. Discussion only, no action taken.

Legislative Update: Jacobson presented the legislative update. Due to the sequestrations' impact on the senior meal program a questionnaire was sent out to all congregate and home delivered meal recipients asking them what does this meal mean to you. All of the participants responses were compiled in one document that can be sent out federal legislators to demonstrate the importance of these meals to the senior residents of Oneida County. Cody recommended creating a display that could rotate to various public locations to alert the public to this problem and activate citizens to contact their legislators. Discussion only, no action taken.

Monthly Reports: Staff and program reports: Jacobson presented the monthly Revenue Balance and Activities reports.

Motion made by Brisse, seconded by Cody to accept the monthly staff and program reports as presented. Motion carried.

Vouchers, purchase orders and line item transfers: Jacobson presented line item transfers.

Motion made by Sorenson, seconded by Brisse to approve the line item transfers as presented. Motion carried.

Jacobson presented the vouchers and purchase orders.

Motion made by Saari, seconded by Cody to approve the vouchers and purchase orders as presented. Motion carried.

Out of County Travel: Jacobson presented the requests for out of county travel.

Motion made by Cody, seconded by Hauer to approve the request for out of county travel as presented. Motion carried.

Agenda Items for next meeting: Transit committee update, donor tree update, Advisory committee.

## **Health & Aging:**

Minutes of September 19, 2013:

Motion made by Cody, seconded by Saari to approve minutes of September 19, 2013 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting:

Regular meeting scheduled for November 14, 2013 @8:30 a.m. at the Health & Aging Building, 100 W Keenan St. Aging to go first with Health to follow at 9:30 a.m

Health & Aging Issues:

The Daily News building will be torn down in the near future. The parking lot will be graveled and leveled. Discussion only, no action taken.

## Health:

Program Update - Shared Services Grant: Chris Dobbe and Mary Hilliker from Northwoods Shared Service Project discussed shared services between local health departments and the Northwoods Shared Services project. This project is a two-year grant from the Robert Wood Johnson Foundation Shared Services Learning Community for public health officials, policymakers and other stakeholders to explore how cross-jurisdictional sharing might better equip them to fulfill their mission of protecting and promoting the health of the communities they serve. Dobbe and Hilliker asked the Board what criteria they would look for in a cross-jurisdictional sharing agreement and what level of involvement they wanted as policymakers. A meeting is scheduled for May 29<sup>th</sup>-30<sup>th</sup> for policymakers to meet with Robert Wood Johnson Foundation to discuss shared services. Meeting location has not yet been determined. The Shared Services Project is also looking at the self assessment results from the accreditation standards local health departments did to see where there are gaps and shared services might be able to help. Discussion only, no action taken.

### Monthly Reports:

- Environmental Health – Summary given by Troskey, Registered Sanitarian.
  - Rhinelander school – complaint regarding mold on cheese, dark discolored lettuce, lumpy expired ranch dressing, expired milk and lack of hair nets was investigated. No evidence of mold, discolored lettuce or expired food was noted at investigation. Milk is delivered daily. Cheese and lettuce is delivered weekly.
  - Nokomis lodging – unlicensed lodging during Fall Ride motorcycle gathering. Based on the Oneida County Health Department’s lodging policy, the complaint was forwarded to Planning & Zoning.
  - Rhinelander large retail food facility – complaint regarding bad-smelling coleslaw was investigated. Complainant described possible food borne illness symptoms. Food flow process was followed. Coleslaw is made at facility from pre-portioned cabbage mix and commercially manufactured dressing. No coleslaw was noted to be past established sell-by-date. Employee hygiene was also discussed.
- Communicable Disease – Summary given by Director.
  - 1 Babesiosis, 1 Campylobacteriosis, 6 Chlamydia, 6 Ehrlichiosis, 3 Giardiasis, 1 Hepatitis B acute, 9 Lyme disease, 1 Mycobacterial disease, 2 Pertussis, 1 Strep A, 1 tuberculosis (non-active). Conlon will bring information on the lone star tick to next month’s meeting.
- Health Hazards – Summary given by Director.
  - Three Lakes residence - mold.
  - Pelican residence – ongoing garbage hoarding. Working with Social Services.
  - Minocqua residence – cat hoarding issue.
  - Residence with abundance of dogs and cats – Conlon instructed nurse to take someone from Humane Society or Animal Control with her.
  - Residence with dirty syringes – referred to State Infection Control Quality Assurance.

Accreditation Update: Conlon gave an update on the accreditation process. She received notification that twenty-five measures have been reopened and need either additional information or revision. The site visit will be November 20<sup>th</sup>- 21<sup>st</sup>. Community partner/ Board of Health training will be announced some time in November. Site visitors will be meeting with them probably on November 20<sup>th</sup>. Discussion only, no action taken.

Overview of QI Plan, Strategic Plan and Performance Management Plan: Conlon reviewed the Health Department's Quality Improvement Plan, Strategic Plan and Performance Management Plan. The strategic plan is an internal document. The Public Health Accreditation Board (PHAB) would like to see the Board of Health involved with strategic planning. The current plan ends in 2014 which means the strategic planning process will start again in 2014. The plan is for Board members to come in that day at the end of the strategic planning process to discuss it and then bring it back to the Committee for final approval. Discussion only, no action taken.

WIC budget/ program: Conlon reported that Congress passed a measure (H.R. 2775) that ended the federal government shutdown. This is good news for the WIC program. This measure provides a stopgap spending measure through January 15, 2014. Discussion only, no action taken.

Legislative Update: Conlon presented the legislative update. Conlon is on the Joint Public Affairs Committee for WALDAB and WPHA which monitors legislation that goes into effect. The raw milk bill will probably be stopped. Tax equity for other tobacco products looks like it is moving forward. Discussion only, no action taken.

Request for meetings and workshops: Motion made by Cody, seconded by Berard 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 \$33,961.01 and line item transfers as presented. Motion carried.

Agenda items for next meeting: Lone star tick, site visit.

Public comment/ communications: None.

Motion made by Berard, seconded by Saari to adjourn at 10:40 a.m. Motion carried.

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Committee Chairman

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Committee Secretary