

# Health & Aging Committee Meeting Minutes

## January 15, 2015

**COMMITTEE MEMBERS PRESENT:** Bob Mott, Alan VanRaalte, Tom Kelly, Bill Freudenberg, Dr. Amy Slette (Health), Jackie Cody, Marge Saari, Joan Hauer (Aging), Ed Hammer (Aging), Nancy Brissee (Aging)

**COMMITTEE MEMBERS ABSENT/EXCUSED:** None

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None

**STAFF PRESENT:** Linda Conlon, Carl Meyer, Jody McKinney, Linda Pipgras, Dianne Jacobson, Stephanie Schroeder

**OTHERS PRESENT:** Karl Jennrich (Planning & Zoning), Amy Gray and Meg MacDonald (Milestone Senior Living)

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### Health:

Meeting called to order by Chairperson Bob Mott at 9:00 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 VanRaalte to approve today's agenda as presented and move agenda items around as needed. All ayes; motion carried.

Public comment/ communications: None

Response to blue-green algae: At an earlier meeting, there were questions related to the possibility of failing septic tanks and what their role would be with blue-green algae and also the role of the Health Department. Conlon did some research on mitigation of blue-green algae. Some measures to prevent blue-green algae included vegetation, decreasing nitrates and decreasing pesticides. There was some mention of failing septic tanks. However, little detail was provided. Conlon believes there is still more information she can research further that may be helpful for landowners to help prevent blue-green algae. Karl Jennrich, Planning & Zoning, spoke about failing septic systems and the mandatory maintenance program. In 2006, Oneida County started a real estate transfer program in which they require mandatory septic system inspections. Also, they have a mandatory maintenance program in which all property owners need to have their septic tanks pumped or inspected. He suggested Public Health work with lake groups in requiring mandatory septic system inspections on lakefront property. Mott asked Conlon to draft an informational letter on well water testing, recommending yearly testing and the services offered by the Health Department.

Discussion only, no action taken.

### Monthly Reports/ Updates:

- Environmental Health – Summary given by Jody McKinney, Registered Sanitarian.
  - Sanitarian Water Lab – Nothing new to report.
  - Online Inspections – The State expects to go “live” with the online inspection database by the end of January. The sanitarians are informing all licensed food facilities about online inspections through their newsletters.
  - Three Lakes restaurant – two separate complaints were recorded for failing septic system and possible backup. The investigation revealed no evidence of backup and the owner is handling the situation properly.
- Communicable Disease – Summary given by Director.
  - 1 campylobacteriosis, 1 chlamydia, 3 Hep C, 4 Influenza Associated Hospitalization, 1 microbacterial non-TB, 2 varicella.
- Health Hazards – Summary given by Assistant Director.
  - New cases: 1 animal, 1 other
  - Existing cases: 2 garbage, 1 mold, 2 animals
- Legislative Update – Summary given by Director. Conlon gave update on what was discussed at the last meeting of the Joint Public Affairs Committee:
  - Collecting information for legislators on what it costs per person for Public Health, in particular for communicable disease follow up. The Committee is advocating for an increase in funding for these services.
  - The Department of Agriculture, Trade and Consumer Protection (DATCP) and the Department of Health Services (DHS) are looking at consolidating DHS’s Food Safety and Recreational Licensing functions with DATCP’s Bureau of Food Safety. WALHDAB, WPHA Board and the Joint PA Committee are looking at the benefits and consequences of that consolidation and how it will affect health departments at the local level
  - The Committee is working on sample advocacy letters for health departments to use when contacting their legislators.
  - Oneida County Health Department has signed up to be a regional agency for the Wisconsin Well Woman Program (WWWP).
- Community Outreach/ Media – Summary given by Assistant Director.
  - Interviews were done on flu and blogs were done on holiday stress, New Year’s resolutions, cervical cancer awareness month and gluten.

Strategic Planning Update: Conlon discussed the strategic planning process. Discussion only, no action taken.

Staff Program Updates: None.

Autos - replacement time/ mileage/ shelter: Meyer presented a handout listing the automobiles, their mileage and repair costs. Discussion only, no action taken.

Closed Session: Motion by Kelly, second by Cody to adjourn into closed session pursuant to section 19.85(1) (c), to consider employment, promotion, compensation or performance evaluation data of an Oneida County employee. (Topic: Employee Evaluation).

Roll call vote with all voting aye; motion carried.

Discussion held in closed session.

Motion by Cody, seconded by Freudenberg to return to open session. Roll call vote with all voting aye; motion carried.

The following motion was made in the above closed session: No action was taken.

Vouchers, purchase orders and line item transfers: Motion made by VanRaalte, seconded by Saari to approve vouchers and purchase orders as presented. All ayes; motion carried. There were no line item transfers.

Agenda items for next meeting: Informational letter drafted for well water testing.

Public comment/ communications: None.

### **Health & Aging:**

Minutes of December 18, 2014 meeting: Motion made by Cody, seconded by Brisse to approve minutes of December 18, 2014 meeting. All ayes; motion carried.

Date/time/location of next meeting: Regular meeting scheduled for February 19, 2015 at 9:00 a.m. in the Health & Aging Building, 100 W Keenan Street. Commission on Aging will begin at 9:00 a.m. on the first floor with joint meeting of Health & Aging to follow. Board of Health will meet at approximately 10:00 a.m. on the second floor.

Health and Aging Issues: Conlon/Jacobson gave update.

- There was a problem with garbage pickup and cars being in the way. The driver is now coming earlier.
- The Buildings & Grounds crew was on the roof knocking off icicles. It was noted that the sidewalks and parking lot are being well maintained.

Discussion only, no action taken.

Recess and move to first floor

### **Aging:**

Public Comment/ Communication: None.

Rhineland Adult Daycare update: Amy Gray and Meg MacDonald, representatives from Milestone Senior Living, spoke on the adult daycare program in Rhineland. They can take up to 6 participants a day and currently have 4. They are open 9 a.m. – 3 p.m. 7 days a week and on holidays. The cost is \$45 a day or \$35 for less than 4 hours. Meg MacDonald discussed the daily activities and stressed the need for volunteers.

Discussion only, no action taken.

Activities & Volunteer Coordinator – Stephanie Schroeder: Schroeder gave a background on her job and discussed activities planned for 2015, including the St Patrick's Day bake sale, numerous day and overnight trips, the Rummage Sale in April, the Craft Sale in May, the

Walking Tacos event and Brat Barn at Trig's. Fundraising is a big part of her job. Last year was their best year ever for fundraising.

Discussion only, no action taken.

Room Use Policy: Due to recent events regarding key cards, Jacobson felt the need to discuss their use at the Senior Center. There are a lot of groups that meet at the Senior Center. Jacobson distributed a list of the groups that meet regularly. When a key card is signed out, it limits access only to the back door. Offices are locked and there is no access to the second floor. Jacobson asked for input from the Committee on options they felt would work best for groups using meeting rooms at the Senior Center. Freudenberg suggested looking at limiting the key card use by programming it for only designated days or hours.

Discussion only, no action taken.

Transit Commission and Resolution for Charter: The initial meeting of the Transit Commission was held on December 2, 2014. Another one was scheduled for January 6, 2015. In the interim, Oneida County Corporation Counsel reviewed the Charter as did Vilas and Forest counties. The Counsel suggested there is no Transit Commission until the Charter has been approved. It was suggested that Oneida County representatives Mott, Jacobson and Freudenberg not attend a January meeting if it did occur. There were a number of changes sought by Oneida County Corporation Counsel. In the process, Dave Lowe declared he was finished with his contracted duties. After Oneida County reviewed/revised the Charter the Vilas County Corp Counsel made their suggested edits to the document. The Charter is now in the hands of Forest County for review. In order for the resolution to go to County Board next month, it was discussed having the Commission give Mott and Freudenberg the authority to approve the charter and send the resolution to the County Board. Jacobson also reported that in talking to Dave Lowe yesterday, he stated he is interested in assisting with the search for a Transit Manager when the Commission is ready to start meeting.

Motion made by Hauer, seconded by Brisse to delegate the authority to Mott and Freudenberg to approve the Charter and bring the resolution to the County Board. All ayes; motion carried.

Donation Program & Giving Tree Update: Jacobson presented the donor tree layout and asked for input. She asked for approval to purchase materials. Building and Grounds will furnish the labor.

Motion made by VanRaalte, seconded by Brisse to authorize up to \$1000 in expenditures for the Donor Tree. All ayes, motion carried.

Personnel – Senior Nutrition Site Managers: Pier Willow is still without a site manager. Jacobson has put an advertisement in the Tomahawk Leader and a letter went out to town officials. The position is for 3-4 hours, two times a week.

Discussion only, no action taken.

Legislative Update: None.

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

2014 Doubtful Accounts Authorization: Motion made by Hammer, seconded by Cody to approve payment of doubtful accounts. All ayes; motion carried.

2014 Budget: Nothing to report.

Vouchers, purchase orders: Jacobson presented the vouchers and purchase orders.

Motion made by Cody, seconded by VanRaalte to authorize the 2015 blanket purchase orders. All ayes; motion carried.

Motion made by VanRaalte, seconded by Saari to approve the monthly vouchers and purchase orders as presented. All ayes; motion carried.

Line item transfers: Jacobson presented the line item transfers.

Motion made by Brisse, seconded by Hammer to approve the line item transfers as presented. All ayes; motion carried.

Agenda Items for next meeting: Transit Authority, Donor Tree and Room Use Policy.

Adjournment: Motion made by Kelly, seconded by Mott to adjourn at 11:50 a.m. All ayes; motion carried.

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Committee Chairman

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Committee Secretary