

**BOARD OF HEALTH COMMITTEE  
MEETING MINUTES  
March 14, 2023**

**COMMITTEE MEMBERS PRESENT:** Chairperson Tom Kelly, Vice Chairperson Billy Fried, Mike Roach, Debbie Condado, William Crump

**COMMITTEE MEMBERS EXCUSED:** Dr. Amy Slette, Marcy Davies

**STAFF PRESENT:** Linda Conlon, Rebecca Wold, Liz Koenig, Anne Buchmann and Joneil Tess

**OTHERS PRESENT:** Petra Pietrzak

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**Call to order:** Chairman Kelly called the meeting to order at 9:00 a.m. on the second floor of the Health & ADRC Building, 100 W. Keenan Street, Rhinelander, WI. The meeting was posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

**Minutes of February 14, 2023:** Motion by Fried/Condado to approve the February 14, 2023, Board of Health Committee minutes. All ayes; motion carried.

**Approval of agenda:** Motion by Condado/Fried to approve today's agenda with the order of items at the Chair's discretion to move around. All ayes; motion carried.

**Public Comment/Communications:** None

**Introduction of New Staff:**

Liz Kroening - Conlon introduced new Reproductive Health Nurse, Liz Kroening. Conlon asked Kroening to tell us about herself. Kroening said she has a hospital background and is going back to school for her bachelor's degree at UW Eau Claire.

**Staff Report – Anne Buchmann:**

**Chronic Disease/Diabetes -** Buchmann introduced herself as a community health specialist who works with the Chronic Disease/Diabetes grant. Buchman said the grant works with the prevention and management of diabetes, heart disease and stroke. Buchmann reviewed handout. Discussion followed.

**CHA/CHIP:** Conlon said the Community Health Assessment started pre-COVID, was put on hold due to COVID and restarted again in 2022. Conlon said it is an assessment combined into the tri-county area of Oneida, Vilas and Forest counties health departments and hospitals. The health department is required to conduct an assessment every five years by state statute and the hospitals are required to conduct an assessment every 3 years by the IRS.

Conlon reviewed Community Health Assessment presentation. The presentation explained what the Community Health Assessment is and the processes done to complete the assessment. Discussion followed.

**Conference / Travel Requests:** Conlon reviewed the conference/travel request forms and discussion followed. Motion made by Crump/Kelly to maintain the process for conference requests in place as long as it does not interfere with county code for travel and will be reviewed a minimum of every 2 years to coincide with elections (even years). All ayes; motion carried.

**Board of Health Orientation:** Conlon reviewed [What Works? Strategies to Improve Rural Health | County Health Rankings & Roadmaps](#). Discussion followed.

**Monthly/Quarterly Updates:**

**Health Hazards:** Wold reviewed the 2022 Annual Health Hazard Report. Discussion followed.

Wold reviewed the newly created Appendix A: Mold Responsibilities. Wold explained there currently have been five health hazards reported in 2023, many of those regarding mold. The appendix lays out what the responsibilities are for the health department, tenant and landlord.

Conlon said because it is a landlord/tenant issue and there have been many issues the last few months, she would like to have this approved by the Board of Health. Conlon stated she would like to bring this back to next month's Board of Health meeting.

**Flu:** Conlon reviewed the flu annual report. Discussion followed

**Coronavirus (COVID-19) Update:** Conlon reviewed the COVID annual report. Discussion followed.

**Vouchers, purchase orders, line item transfers and other fiscal matters:** Conlon discussed the purchase orders, vouchers and line items transfers. Motion by Kelly/Condado to accept the purchase orders, vouchers and line item transfers as presented.

**Agenda items for next meeting:** Next meeting April 11, 2023 at 9am, Mold Appendix

**Public comment/communications:** None

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Committee Chairman or Designee

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*Janeil Tess*  
Committee Secretary