

**BOARD OF HEALTH COMMITTEE
MEETING MINUTES
April 11, 2023**

COMMITTEE MEMBERS PRESENT: Chairperson Tom Kelly, Vice Chairperson Billy Fried, Mike Roach, Debbie Condado, Dr. Amy Slette, William Crump

COMMITTEE MEMBERS EXCUSED: Marcy Davies

STAFF PRESENT: Linda Conlon, Rebecca Wold, Kyla Waksmonski, Cami Buchmann, Karrin Farrenkopf and Joneil Tess

OTHERS PRESENT: Kathleen Cooper, Petra Pietrzak, Linnaea Newman, Dorothy Skye

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 March 14, 2023: Motion by Fried/Crump to approve the March 14, 2023, Board of Health Committee minutes. All ayes; motion carried.

Approval of agenda: Motion by Fried/Condado 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

Staff Report – Kyla Waksmonski & Cami Buchmann:

Community Health Assessment (CHA): Kyla Waksmonski and Cami Buchmann introduced themselves, as community health specialists who are working on the Community Health Assessment (CHA). Waksmonski and Buchmann reviewed the handout about the planning process and the timeline for the CHA. Discussion followed.

CHA Contract Bid Criteria & Recommendation for Award: Conlon said the health department received a qualitative grant to help pay for a facilitator to work on part of the Community Health Assessment (CHA). Conlon reviewed the CHA contract bid criteria. Conlon stated there was only one bid from Impact Community Planning Group submitted which was within the parameter of grant money budgeted. Conlon made the recommendation to accept the bid received from Impact Community Planning Group. Discussion followed.

Motion by Fried/Kelly to approve the bid from Impact Community Planning Group and award the bid utilizing grant funds as presented. All ayes; motion carried.

Monthly/Quarterly Updates:

Environmental Health: Karrin Farrenkopf introduced herself as an Environmental Health Specialist. Farrenkopf reviewed PowerPoint presentation regarding temporary food events. Discussion followed.

Health Hazards – Mold Appendix: Conlon said the health department is looking from the committee to approve the mold appendix presented last month. Conlon said it would be beneficial for the Board to approve the appendix as many of the complaints come from tenants, the Board approved guidance for rental properties previously, and this would add those guidelines. In addition, these are the cases, which may come to the Board of Health for an appeal. Discussion followed.

Motion by Kelly/Crump to approve the Mold Appendix with the correction on sentence to read "OCHD staff will ask to secure any animals living in the home." All ayes; motion carried.

COVID-19 / Flu Update: Conlon announced the Oneida County Health Department (OCHD) was awarded a one-year grant by the National Council on Aging. The grant will support OCHD work in making it as easy as possible for older adults and people with disabilities to get their updated vaccinations.

2023 Environmental Health Fee Schedule: Conlon explained the health department keeps the fees in line with the state when possible. Conlon reviewed the 2023 Environmental Health Fee Schedule changes. In addition, as of July 1, 2023, the health department will no longer be doing the program for mobile home communities (MHC).

Fried, Slette and Crump stated the operating without a license fees should be higher than the actual license fee. Conlon proposed to raise the price for Simple (TCS) to \$300, Moderate to \$500 and Complex to \$749. Motion by Kelly/Crump to approve the fee schedule with the changes to the operating without a license fees. All ayes; motion carried.

2023 Budget: Conlon reviewed the 2023 budget report. Discussion followed.

2022 Annual Report: Conlon reviewed 2022 Annual Report. Motion by Kelly/Fried to approve the 2022 Annual Report and move on to County Board. All ayes; motion carried.

Board of Health Orientation:

DHS 140 Review: Conlon reviewed the Department of Health Services 140 Review. Conlon stated the review will be held on June 6, 2023.

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

Agenda items for next meeting: Next meeting May 9, 2023 at 9am, appointment of Marcy Davies

Public comment/communications: Cooper and Newman complimented the health department about how informative the meetings are and the scope of the health department is mind-boggling.



Committee Chairman or Designee



Committee Secretary