

BOARD OF HEALTH MEETING
Friday, January 8, 2010
7:30 a.m.
Winnebago County Health Department
Conference Room

1. **CALL TO ORDER:** The meeting was called to order by Chairman Joanne Sievert at 7:32 am.
2. **ROLL CALL:** Board members present were Chairman Joanne Sievert; Vice Chairman Jim Koziczowski; Jill Collier; Tom Ellis; Peggy Larsen and Dr. Shiloh Ramos.

EXCUSED: Tom Egan and Dr. Joseph Bachman

Also present were, Doug Gieryn, Director of WCHD; Cindy Draws and Mary Jo Turner, Public Health Nurse Coordinators; Jeff Phillips, Environmental Health Officer; and Tom Geske, Financial Advisor.

3. **APPROVE MINUTES:** Moved and second, Ellis/Koziczowski to approve the minutes from November 6, 2009. Motion carried, 5-0, voice vote.
4. **ITEMS FROM THE PUBLIC:** None

5. BUSINESS

a. Director's and Staff Report

Doug:

WIC finished 2009 over 105% of their contracted amount. This has been the busiest year so far. Funding had been adjusted according to increased client demand. Staff has increased as well. One temporary employee is working nearly full time at this point. This position may go permanent if funding allows and HR approves. WIC has been filling in the gaps with temporary personnel. WIC also was awarded a separate grant to promote breastfeeding.

Tobacco grant funding in 2009 was part of our consolidated grants. Funding was cut and local Coalitions were restructured for 2010. We applied for the remaining tobacco funds and were successful in becoming the fiscal agent for a 5 county area (Winnebago, Manitowoc, Sheboygan, Door and Kewaunee). This has given us more dollars, but funds will be dispersed to 5 counties. Emily's position will remain grant funded and we will also be able to fund another educator on the lakeside. We are planning to contract with AHEC for an educator.

The ordinance for youth possession of tobacco will go to the County Board this month. Doug asked for support from BOH members and will send talking points before that meeting. The ordinance gives the Sheriff's Department the ability to cite youth.

PHER (Public Health Emergency Response) funding has been supporting the pandemic flu effort when it comes to contracting, supplying, and administering H1N1. We are close to exhausting these funds and will probably get more. We need to respond to the State by Monday if we want more PHER funds and will probably be looking at a budget transfer in March. There was a question as to whether 2 flu shots will always be necessary each season. Two shots were necessary this year because manufacture of H1N1 did not happen in time to be included in the regular flu vaccine. We are unsure if a 3rd wave of H1N1 will develop, requiring more action. We are in a lull right now. It takes about 6 months to produce a new vaccine, but there are a lot of variables and it is hard to predict both incidence of disease and production of vaccine.

Social networking: A Facebook and Twitter site have been developed for the Health Department. Doug plans to discuss this at the next staff meeting. This will encourage staff to reach more of the population. Doug offered education on social marketing for BOH members if they are interested. In the past we have relied on our hotline number (3026) for access of emergency information.

The Drug Free Communities Grant will go into its 2nd year. Lisa Brown will be administrator and Emily Dieringer will play a lesser role as she assumes more responsibility for Tobacco Prevention. Goals for 2010 include going into school districts.

Mary Jo:

- MCH has been on back burner due to H1N1.
- Car seat fitting changed for 2010. The Safe Kids Coalition Coordinator, Affinity, has stepped down, but their staff will still be involved. We are currently looking for a new coordinator. It was decided not to continue the fitting station in Oshkosh, but will have a Town of Menasha site instead on the third Wednesday of the month. All Health Departments are welcome. Added grant dollars in 2010 will be used to purchase car seats. Mary Jo is applying for DOT grant to help purchase car seats. This will enable us to help city residents as well. There is also a plan to partner with Outagamie County for car seat fitting instruction every other month. Liability coverage for car seat fitting is in place.
- Question: Are there refrigerators available to employees to keep breast milk cold and are we facilitating/promoting breastfeeding when women go back to work and have an infant. Mary Jo said we are becoming a breastfeeding friendly department and hope to expand and educate other departments and businesses as well.

Cindy:

- ADRC (Aging Disability Resource Center) is opening in February and Family Care begins in July.
- End of year Prevention Grant report: The Walk to Win Program was promoted through County Human Resources Department to county employees. Safe Routes to School in Omro and Winneconne was promoted by the Health Department.
- Fall prevention: Sue Ashton, PHN, took the lead for the "Remember When" program that addressed fire and fall risks. Our Fall Risk Assessment program is ready to go. H1N1 put it on the back burner.
- HIV: We will begin rapid testing in Feb. The State reimburses us for each test. For partner referral we will cover a three county area; Winnebago, Waushara, and Marquette.

Jeff:

- Jeff had a handout of the year end report for the Preparedness Grant and asked BOH members to read it over when they have a chance.
- Water testing: Well test results from the Town of Winchester came back yesterday. Some high nitrate levels were found and those will be addressed. He is waiting for more information from the State Epidemiologist on long term affects. Question: could old well test records from 20 years ago be compared in that area? Good point. Discussion followed.
- We have been reapproved as an agent for the State for Transient Well Testing and will receive a slight increase per facility in 2010 to \$120 per facility. We serve about 110 wells.

- Tom Davies from Land and Water is working with home owners from the Town of Clayton who had well problems due to an abandoned gravel pit. WCHD performed testing in the area over the past couple of years due to E.coli positives. Town meetings were held and ultimately Land and Water was able to secure partial funding for a likely fix of capping the pit with clay.
- Recent testing in the Town of Neenah proved to have few bacteria problems, but a couple of high arsenic levels were found.
- CHIP (Community Health Improvement Plan): We have been working with the community to improve the health of our residents. Four priority groups have surfaced:
 - promote healthy life styles
 - increase activity
 - reduce obesity and promote good nutrition
 - provide recreational opportunities

In the next few months we will define objectives and create a community plan to address the priority areas.

- Radon: The website has been updated recently with radon information. We have sold 380 test kits in 2009, and have received results from half. Overall since 2002 about 30% were safe, 35% elevated, and 35% high. We do follow-up above 8 pCi/L of air. Radon is the second leading cause of lung cancer.

b. Budget Transfer (vote)

Copies of a Budget Transfer and a Contract Agreement Addendum were handed out. WCHD has been asked by the DPH regional office to assume duties as fiscal agent for the WHEPP Winnebago Hospital Emergency Preparedness Plan, Region 6. Greg Gibbons coordinates and runs the program, submits billing to us, and we get funding for this service. Providing this service also keeps us up to date with the hospitals. The Oshkosh Health Department used to be the fiscal agent. Moved and seconded Ramos/Ellis to accept WCHD as Fiscal Agent for WHEPP. Moved and seconded Ramos/Ellis to approve the Budget Transfer of WHEPP funds. Both motions carried 6-0.

c. Seasonal and H1N1 Flu Update

900 doses of Seasonal Flu vaccine had been received and given, 600 of those went to County employees for a wellness initiative. Human Resources is not sure if this program will continue in 2010 and whether it was cost-saving. Mary Jo would need to prebook vaccine for 2010 and will do so.

H1N1 vaccine was distributed to other providers such as Aurora, Affinty, etc. We have been doing outreach at WIC, and clinics at Omro and Winneconne schools with a plan to follow up with the 2nd dose for children. Mary Jo plans to do the jail inmates. Our main clinics are done. People are trickling in to the Health Department to get shots as well. H1N1 is available to all. We hired temporary staff to help our intake RN during walk-in hours at the office, from 10 am to 3 pm. Late clinics were discontinued as there was little demand. Our current focus is on faith based institutions and local businesses.

PHER (Public Health Emergency Response) grant money went to temporary employees, supplies, purchase of a refrigerator, and incentives for children. Regular staff overtime may need to be compensated by the grant as well. All vaccine doses that were given are entered into WIR (Wisconsin Immunization Registry). This made extra work for the clerical staff.

Cindy reported very little H1N1 disease in our jurisdiction. There was one death in Winnebago County, 3 in Outagamie, and 50 statewide. The younger population was most affected. There have been more hospitalizations with H1N1 than with Seasonal flu.

d. Updated Health Educator Job Description - vote

A copy of the updated the Job Description was handed out. We are waiting for HR approval. The scope of the job has changed with the new grant that started Jan 1, 2010. The level of responsibility has gone up as we are now the fiscal agent for a 5 county area and will be supervising an additional grant administrator. Doug asked the BOH to accept the amended Health Educator Job Description that will now be Tobacco Control Program specific. This position is completely grant funded. Moved and seconded, Ramos/Koziczowski to approve the amended job description, motion carried 6-0, voice vote.

e. Request for one time compensation adjustment for Health Educator

Doug pulled the request.

f. Request to convert one full-time Public Health Nurse position to two part-time positions and fill the vacancies - vote

A Temporary RN was hired in July due to H1N1 while a full time RN position remained open due to uncertainty in some of our grant funding. Since it has been over 90 days vacant, approval by the BOH is needed to keep the position open. Doug would like to split it into 2 part-time positions. We will be facing decreased responsibilities due to the upcoming implementation of Family Care. There are many uncertainties regarding funding. Two part time positions would give us more flexibility in the future with all of the unknowns ahead of us.

Discussion: we've grown with grant funding over the past few years, and will continue to pursue grants. Extra staff, even temporary staff, causes more management duties. Possible consolidation with the Oshkosh Health Department is another factor. Moved and seconded, Ramos/Koziczowski, to approve the conversion of 1 FTE PHN into 2 part time positions. Motion carried, 6-0, voice vote. Doug will take it to P&F, and if approved, to the County Board in February. He hopes to post the positions, but not hire until County Board approval.

g. Relocation Planning Update

The Carter building was purchased January 1, 2010, but we are not expected to get into the building until possibly September. Sixteen bids are out there for designing/restructuring the space. Second Chance would have to move before the start of the school year in fall. They are located in a separate space from the rest of the building.

Reports:

Living healthy is experiencing more people than ever, even with the expansion of Badger Care. They also now accept walk-ins. Funding was cut by 10% from the County. They could use more help. Doug would like to see more community-wide support. They rely on volunteers. The State has limited the liability for volunteers which should help. Leona Whitman is the clinic manager, but she is not responsible for fund raising.

NEXT MEETING: February 5, 2010, if needed.

BOH Members thanked Doug for getting information out via email before meetings.

ADJOURNMENT: 9:15 am - Larsen/Ellis, motion carried 6-0, voice vote.

Respectfully submitted,

Linda Baeten, Recording Secretary