

BOARD OF HEALTH MEETING
Friday, November 5, 2010
7:30 a.m.
Winnebago County Health Department
Conference Room

CALL TO ORDER: The meeting was called to order by Chairman Shiloh Ramos.

ROLL CALL: Board members present were Chairman Shiloh Ramos; Vice Chairman Joanne Sievert; Dr. Joseph Bachman; Jill Collier; Tom Egan; Tom Ellis; and Ken Neubauer.

EXCUSED: Peg Larson

Also present were Cindy Draws, Public Health Nurse Coordinator and Jeff Phillips, Environmental Health Officer. Joining us by speaker phone was Doug Gieryn, Director of WCHD.

APPROVE MINUTES: Motion to approve the minutes from September 3, 2010. Seivert/Egan to approve. Motion carried 6-0, voice vote.

ITEMS FROM THE PUBLIC: None

BUSINESS

Introductions: Jill Collier introduced Linda Schwister, Public Health Nurse from Outagamie County who is working on her Master's Degree with Jill. Cindy introduced Matt Madsen, WCHD's new Americorps employee, who will be working with coordination of CHIP and Rethink. He has a degree in Social Work from UWO and intends to pursue a Master's Degree in Public Health. Welcome!

A. Director's & Staff Report

Cindy Draws

- Mary Jo Turner will be applying for another grant from the Department of Transportation for the purchase of car seats for WIC clients for 2011.
- She has also purchased new refrigerators to be installed in our new offices. All our refrigerators will be on the Temp Trak monitoring system.
- Cindy passed around a letter of donation to the March of Dimes. Mary Jo, Belinda DeGoey, Molly Pagel and Jhanna Swenson gave a donation.
- The Faith Communities workgroup has written an article "Infection Control in Faith Based Communities" for submission to the Journal of Public Health. Cheryl Laabs and Mary Jo were involved in the process. A copy was passed around.
- Mary Jo has been working on policies for NewLeap. The Policy Tool Kit for nurses was passed around.
- Flu clinics have started this week.
- Cindy had a copy of a Communicable Disease report for the entire Winnebago County that was handed out. It will also be posted on our website.

B. Budget Update 2010 and 2011 – Cindy Draws

- Cindy handed out a budget report for September, we are on target.

C. Budget Transfer – ARRA WIC Immunization Grant

A grant for additional Immunization funds to be used at WIC was presented. Moved and seconded Sievert/Ellis to accept \$3,411 into the budget. Motion carried 7-0, voice vote.

D. Budget Transfer – Nutrition, Physical Activity and Obesity Grants

A grant from NPAO has been awarded for Rethink and Breastfeeding Alliance activities. Moved and seconded, Egan/Ellis, to accept \$18,806 into the budget. Motion carried 7-0, voice vote.

E. Budget Transfer – Increased WIC Allocation Grant

An adjustment in the WIC grant has been awarded. Moved and seconded, Ellis/Egan to accept \$117,967 into the budget. Motion carried 7-0, voice vote.

F. Update on State Grants and Contracts 2011 – Cindy (see handout)

- Cindy explained the grant objectives for 2011.
- A question was asked whether the Child Death Review Team (from the MCH objectives) would get involved in a recent death in Omro. We are not allowed to delve into a case that is open for investigation.
- Grant amounts are approximately the same as last year. 2011 is well funded.
- Matt Madsen, Americorps employee, is funded by Americorps plus a contract through the Health Department for & \$7,600.

G. Update on Health Department Consolidation Discussion and RFP - Doug

- Board members had received a copy of the RFP to conduct a consolidation study, via e-mail. The RFP was based on the Rock County/Beloit merger and includes all 4 health departments in Winnebago County.
- Bids are due November 11. After review, some will be invited for further consideration. Board of Health members are invited to be involved in the process.
- Joanne has heard concerns from the Town on Menasha regarding the cost of merging.
- Doug said the cost of the study is coming from the County, not specifically from the Health Department.
- The Oshkosh Board of Health has recently approved the merger of Oshkosh Health Services and the Winnebago Health Department. This issue now goes before the Oshkosh City Council.

H. Update on Health Department Relocation

- Doug heard from Mike Elder that we may be moving by Thanksgiving, but no specific date was mentioned. Doug asked for a specific date. We would need at least 2 weeks notice for clients and staff.
- Doug will meet with clerical staff next week regarding office configuration.
- Client traffic may be an issue, but there will be a waiting room for them on the second floor.
- A question was raised regarding “homeless” spending time in the building. Doug has had discussions regarding building security, but not specifically to address the homeless. Security issues were geared toward the HR receptionist that will be located in the main lobby.

Next Meeting: December 3, 2010, 7:30 a.m. Place to be determined. If there are no pressing issues, we may not need to meet. Doug will keep us informed.

Reports: Drug Disposal – Cindy reported 10 full barrels of drugs were sorted from the Drug Drop Box on sort day. Efforts to have a box in Neenah are underway. Lisa could provide an update for the next Board of Health meeting.

New Facilities Tour – Joanne asked if there will be a tour of the new location. Doug said they are not ready at this point, but will do so when possible.

Satisfaction with the new Facility – unfortunately the new offices designated for WIC nutritional counseling are not large enough. Construction was underway before Doug or the WIC Director was aware of the room dimensions. This was brought to the attention of Mike Elder and the County Executive who decided not to make changes.

Motion to adjourn: Sievert/Ellis, motion carried 7-0, voice vote. 8:22 a.m.

Respectfully submitted,
Linda Baeten, Recording Secretary