

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

CALL TO ORDER: The meeting was called to order by Chairman Joanne Sievert at 7:32.

ROLL CALL: Board members present were Chairman Joanne Sievert; Vice Chairman Jim Koziczowski; Dr. Joseph Bachman; Jill Collier; Tom Egan; Tom Ellis.

EXCUSED: Dr. Shiloh Ramos and Peggy Larson.

Also present: Doug Gieryn, Director of WCHD; Cindy Draws and Mary Jo Turner, Public Health Nurse Coordinators, Jeff Phillips, Registered Sanitarian, Barb Sheldon, WIC Director and a UWO student working on a Masters Degree in Social Work.

APPROVE MINUTES: Motion to approve the minutes from January 8, 2010, Egan/Ellis, motion carried 6-0, voice vote.

Introductions were made around the table.

ITEMS FROM THE PUBLIC: None

BUSINESS

I. Director's and Staff Report

Relocation

Doug and Mark Ziemer are putting together a plan for space needs that includes co-locating with WIC and Oshkosh Health Services at the former Oshkosh B'Gosh building in the event a consolidation of services occurs. Doug attended a kick off planning meeting last week and expects to start working with Excel Engineering on the design phase of the project soon. Doug provided estimates of visitor flow and a rough estimate of personnel to Mike Elder. Discussion took place regarding entrance issues. There are two elevators. There is an entrance on the east side by the parking lot. Joanne suggested giving consideration to handicap access, as there could be a lot of congestion with wheelchairs and families with strollers. Tom Ellis mentioned they may build a new entrance.

The move is scheduled for September, but the reality of the situation may move it back. Jill suggested having adequate stairways as a public health initiative to encourage people to walk instead of using elevators.

Merger

Doug has met with Mark Roloff, Mark Ziemer and Mark Harris to discuss the possibility of a consolidation of services between the two health departments. There is general interest in moving in this direction and work is being done to assess the fiscal impact to the service areas. At this point for the purposes of relocation planning, City of Oshkosh Health is being included. More discussion will take place over the coming weeks before a final decision is made to formally pursue or not.

A question came up as to whether there was opportunity to tap into Federal funds for rehab of the B'Gosh building. Recent efforts to use stimulus money have gone to our immunization, tobacco, and obesity programs. The State provides some funds through consolidated contracts. Some of our grants include city and county jurisdictions.

Vacant Positions

The approved part-time RN positions were posted this week, and closed today. We hope to have personnel on board in April. The Temporary RN working in the former vacant position will be ending her time shortly, and may or may not be hired for one of the new positions.

CHIP

Jeff Phillips and Accelerated Student, Jenny Groves have been working on the Community Health Improvement Plan. Doug would like to see an opening for a Health Educator position to follow up on CHIP initiatives, especially if we merge with Oshkosh. Presently, the committee is working on priorities and setting goals for community health improvement. They are exploring “best practices” for programs that work for communities. Jeff mentioned the CHIP process has been a good example of how Oshkosh and Winnebago County can work together. It’s obvious how a merge would be beneficial and make more sense for the community. Jeff recently gave a presentation to Mercy Hospital Administrators. They would be willing to work with us to help further the CHIP process.

Restaurant inspections

The number of Inspections has not increased.

PH Preparedness

Objectives for PH Preparedness have been given for 2010. We will be addressing those.

Older Adult Program

Cindy reported the Older Adult program would increase if there is a merger.

Personal Care Program

“Family Care” is likely to impact our offering of personal care services. The program formally starts July 1, 2010. It is likely that other service providers would be able to cover many of the clients we currently serve as they may be required to service the entire county area to be considered providers. We have applied to be a Family Care provider for the “Lakeland Care District” in the event there are services we perform now that are not picked up by private providers.

HIV rapid testing

Rapid Testing is new for us. It will enable us to give results at the time of the test rather than wait for two weeks for a lab report. Cindy reported most of our HIV testing is done at the jail. We will start rapid testing soon. In 2009, the HIV program saw a cluster of positives in Winnebago, Outagamie, and Brown Counties. The State did an enhanced survey and found the increase was due to men having sex with men. They will do outreach in areas considered hangouts.

Medication Take Backs are coming up April 13, at the Menasha Senior Center from 9 am to 11 am and April 15, at the Oshkosh Senior Center – North from 8 am to 12 noon. A permanent drop box will be available in Oshkosh in a few weeks.

Stimulus Funding

Mary Jo reported we will be able to expand some vaccine administration to adults due to Stimulus funding: Hepatitis B, Hepatitis A and HPV for adolescents and young adults. We plan to specifically target WIC adults. Co-locating with WIC will eventually make this process easier. We also used funding to purchase a new refrigerator to replace a borrowed one from Parkview, and a temperature alarm/monitoring system to ensure our vaccine is kept at the correct temperature. Currently some of our monitoring is manual.

Safe Kids

Affinity is stepping out as administrator of the car seat fitting program. We are looking for another agency and waiting for a response from Theda Care and Aurora. Meanwhile, we will administer the car seat program. A little added work for us, but worth it to keep this program going. A 5-day training is required to be a car seat fitter. Three of our staff are trained.

WIC Update – Barb Sheldon

Caseload has increased due to poor economy and we are serving above our contracted caseload level. We are expecting an increase in funding soon. Barb has been using temporary staff to cover the increase in case load and is looking to convert to regular employees as long as the money is there. The Breast Feeding Peer Counselor program will be seeing an increase in funding as well, and WIC may hire more counselors. One of the part-time Nutritionists has left and those hours have been taken up by other staff. Barb is looking forward to co-locating. She plans to have space for kids to play, and private offices for client appointments.

Questions and Clarifications:

- Joanne asked what is Mint Tobacco? It is like a mint candy with nicotine. People can have their nicotine in the workplace without smoking.
- Jill asked for clarification regarding the tax levy if there would be a merging of health departments. Equalized property value would be used to determine the appropriation of levy dollars. If departments merge the combined levy would be assessed on the County tax portion of property taxes and the City tax portion for health services would be reduced for City residents.

II. Seasonal and H1N1 Flu Update

Seasonal

Mary Jo reported the County Wellness Committee has approved the administration of Seasonal flu vaccine for county employees next year. MJT will be putting in an order for vaccine. It was noted that we have seen very little Seasonal Flu activity this season.

H1N1

The clerical staff has entered 4,753 individuals into the WIR system for H1N1 vaccine this year, in addition to serving the public at the window and taking phone calls. We would be able to calculate how many doses were given in Winnebago County altogether through the WIR system.

III. DOT Grant Budget Transfer –handout

Mary Jo had applied and was accepted for a \$4,000 grant from the DOT for the purchase of car seats. The Safe Kids program went away and with it, the vouchers for car seats to WIC clients. This new grant will enable us to offer car seats again. The grant period ends in September, but Mary Jo will apply again for the following year. A Budget Transfer was created to provide a match. Moved and second, Ellis/Egan to accept the budget transfer. Motion carried 6-0, voice vote.

IV. New Public Health Aide at WIC – position request

We are looking to convert some of the temporary staff positions at WIC into a regular position. There has been some pressure from HR. Doug explained the increase in caseload has opened up this possibility. It would change the table of organization, but all WIC positions are grant funded and there would be no levy impact to the county. If funding decreased, position would be eliminated. He will submit the proper form to P&F. Doug asked for BOH approval to add a permanent PHA to the table of Organization for WIC. Moved and seconded Egan/Ellis to approve the PHA position at WIC. Motion carried 6-0, voice vote.

There is also a need to convert the vacant temporary Nutritionist position to a 0.8 FTE regular position. This will be on the agenda next time.

V. Ordinance Update CH11 Appendix "A" Sanitarian Fees.

Sanitarian fees are annually reviewed and adjusted. Jeff provided a handout showing local fees, state fees, and totals. This proposal is for July 1, 2010.

Last year's fees are noted with percentages. We have increased our revenue to keep up with cost of living expense. We maintain a fee funded program, and it will cover one FTE employee (¾ of Jed's time, and ¼ of Jeff's). Everything was kept under 3%. Moved and second, Bachman/Collier to approve the new sanitarian fee schedule. Motion carried 6-0.

VI. Next Meeting

The next meeting date will fall on Good Friday. We may need a vote on the WIC Nutritionist Position. Doug will talk with HR to see if it can be rolled in with the PHA position. In the meantime, if something comes up, we may be able to meet Thursday, April 1. Doug will keep the Board informed.

However, plan on meeting May 7, 2010. This will be our organizational meeting to reaffirm Board positions.

Doug and Mary Jo will set up board member staff shadowing for June.

No Reports.

Motion to adjourn, Ellis/Egan, 9:00 am. Motion carried 6-0, voice vote.

Linda Baeten, Recording Secretary