

**BOARD OF HEALTH MEETING**  
**Friday, October 7, 2011**  
**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; Vice Chairman Joanne Sievert; Tom Egan; Tom Ellis; Jill Collier and Ken Neubauer.

**EXCUSED:** Dr. Joseph Bachman and Peggy Larson.

Also present were Doug Gieryn, Health Department Director; Cindy Draws and Mary Jo Turner, Public Health Nurse Coordinators; Mark Harris, Winnebago County Executive; and Ann Marshall, League of Women Voters.

**APPROVE MINUTES:** Motion to approve the minutes from September 2, 2011. Ellis/Egan to approve. Motion carried 6-0, voice vote.

**ITEMS FROM THE PUBLIC:** None

**BUSINESS**

**A. Director's and Staff Activity Report**

**Doug Gieryn**

- WIC Infrastructure grant has enabled us to order carpet and furniture for the lobby and tables for the multi-purpose room. There is a possibility of additional funding next year (update Nov 29 – infrastructure funding from WIC is unlikely in 2012).
- Americorps Members have started this month
- In the process of planning for 2012-13 funding period.

**Mary Jo Turner**

- Flu clinics for county employees are set up at Park View, Highway, Courthouse, Human Services, and Sheriff's Dept.
- WISS Radio did an interview with Mary Jo regarding Influenza.
- The "Parents are the Key" program is working in the schools at Parent Teacher Conferences.
- Signage on the Administration Building is still a problem. Clients still complain they have difficulty finding the building and the correct entrance.

**Jeff Phillips**

- Water quality is being monitored in the Oakridge Road area for arsenic levels.
- 1/3 of Sanitarian inspections have been completed with the assistance of the UWO LTE's.
- For Preparedness: a Hazard Inevitability Assessment will be done in 2011. We will have an Emergency Management Exercise in December.

**Cindy Draws**

- The Strong Bones exercise class has been part of our Falls Prevention Program. There has been a good response from the community. A class is currently being held in the Menasha area and we plan to do another class in Oshkosh.
- For Communicable Disease:

- A couple of Listeria cases have been found due to Colorado melons. These have been distributed to Aldi's grocery stores.
- School surveillance: we have begun to use Google Docs to remind schools to send in attendance information.
- Look for activity on Diabetes awareness in December.
- A workshop on STDs is looking at data to address prevention.
- Some of the County Nurses will attend the International Nurses Conference in Minneapolis. Mary Jo will present on Disease prevention in the Faith Community and Cindy will be present on Cultural Sensitivity.

#### **B. Budget Update – Doug Gieryn**

- Munis Software has been difficult. Account Clerk Ginger Lenz and Doug are working on getting a Year-to-date report.
- Chuck Orenstein has assisted with Consolidated Health Department Budgets.

#### **C. Consolidation**

- There is a revision to the Consolidation Resolution in the 3<sup>rd</sup> paragraph, based on John Bodnar's recommendation. (see handout)
- P&F reviewed the Resolution and approved it unanimously prior to this Board of Health Meeting.
- The Oshkosh Council will hold a workshop with presentation by the consultants on Oct 25 related to the consolidation.
- Neenah will have a presentation by the consultants on Nov 2. Shiloh Ramos reported the Neenah City Council agreed to allow Mayor Scherk to enter into an interagency agreement with final approval by the Council.
- At the County level, a request to the County Board has been made to allow the County Executive to enter into interagency agreements to consolidate health departments.
- Human Resource managers have agreed to maintain staff and seniority.
- State statutes allow up to 9 Board of Health members, 3 must be non-elected citizens.
- Services would remain the same. Joanne Sievert requested a list of services from the County Health Department.
- Mark Harris reiterated that some details will be worked out before the consolidation and some after. There is uncertainty whether Neenah will pay the county for services in the first year, or adjust their levy. Either way, services will remain the same.
- WCHD grants cover the entire community of Winnebago County with the exception of some State Grants that are duplicated in the cities. Doug believes we will have greater ability to attract grant money with the merger.
- Regarding Schools: it is up to the School Districts whether they want to contract for services with Public Health. Neenah has a contract, Oshkosh and Winnebago do not.
- There will be no layoffs.
- The Reserve Funds will go back to those who contributed, most likely over a 2 year period.
- Baker Tilly will provide a draft that can be distributed to County Board Members prior to their meeting. (Board packets go out next Tuesday)
- Neenah may charge a nominal fee for the use of the Neenah Health Department space in the first year. The long-term goal is to move into the Neenah Human Services Building with WIC.

Action: Moved and seconded Egan/Sievert to adopt the resolution to consolidate the health departments of the County of Winnebago, City of Oshkosh and City of Neenah. Discussion: it is not the intent to reduce services. Motion carried 6-0, voice vote.

### **Reports/Comments**

- Joanne Sievert reported it is not appropriate that this resolution came before the P&F committee prior to Board of Health approval. Tom Ellis also mentioned sensitivity to the timing of resolutions from other committees as well. Doug explained it was a time issue complicated by the fact that P&F only meets once a month. Special sessions are often called for.
- Tom Ellis reiterated a follow-up on signage at the Administration building is long overdue. Mark Harris agreed there is a need to identify this building for WIC participants.

**Motion to adjourn: Egan/Ellis, motion carried 6-0, voice vote. 8:30 a.m.**

**Next Meeting: November 4, 2011, 7:30 a.m. 112 Otter Ave, First Floor Conference Room.**

Respectfully submitted,  
Linda Baeten, Recording Secretary