

Winnebago County Health Department Board of Health Minutes TEMPLATE

DRAFT/APPROVED (underline one)



Public Health
Prevent. Promote. Protect.
Winnebago County
Health Department

Date: **January 26, 2024**

Time: 7:30-9:30 am

Location: Teams and in person

Teams: [Click here to join the meeting](#) Meeting ID: 215 627 423 255 Passcode: 5m634u [Download Teams](#) | [Join on the web](#)

In Person: Room 120 at the County Administration Building, 112 Otter Avenue, Oshkosh, WI

Send meeting notes in **PDF form** to: CountyClerk@winnebagoountywi.gov once approved (no need to send draft)

Attendees: PLEASE INDICATE WHO IS ATTENDING IN PERSON (P) AND WHO IS ON ZOOM (Z)						
ONLY VOTES FROM MEMBERS ATTENDING IN PERSON CAN BE COUNTED						
Ralph Harrison	Kay Horan		Lois Gruetzmacher	Kim Malouf	Karen Powers (arrived 7:37)	
Toby Vanden Heuvel	Joshua Belville (left at 8:57am)	Anne Boyce	Shelley Brown-Giebel	Alana Erickson	Doug Gieryn	Jaci Grignon
Heidi Keating	Ashley Mukasa	Ashlee Rahmlow	Julia Salomón (virtual) <i>Left at 8:35 am</i>	Belinda DeGoey		
Invited Guests/In attendance						
Madeline Braeger	Conley Hanson	Bev Slusarski	Sarahjean Schleuchertermann	Tracy Gerke	Ashley Mukasa	
Not in attendance (excused)						

Topic	Who	High level overview; Important discussion points; decisions. ONLY VOTES FROM MEMBERS ATTENDING IN PERSON CAN BE COUNTED. PLEASE INDICATE THIS IN THE NOTES.	Any action needed? By whom?
1. Call to Order	Chair	<ul style="list-style-type: none"> Start Teams Recording: 7:31am Meeting called to order at by: Ralph Harrison Roll call: Toby Vanden Heuvel, Kay Horan, Kim Malouf, Joshua Belville, Lois Gruetzmacher <p>Please state your name when speaking on zoom and when making a motion or seconding, so notetaker can accurately attribute notes to that person. Note taker: If any voting items are on the agenda, please note who voted and how. ONLY VOTES FROM MEMBERS ATTENDING IN PERSON WILL BE COUNTED</p>	
2. Roll Call	Secretary	<p>Do we have a quorum? Yes INDICATE WHO IS IN PERSON AND WHO IS ON ZOOM. ONLY THOSE PRESENT WILL COUNT FOR QUORUM AND VOTING.</p> <p>BOH voting members present: 7. All present. Two seats currently vacant.</p>	

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3. Approval of Minutes	Secretary	<ul style="list-style-type: none"> ● Motion to approve December 2023 BOH meeting notes DRAFT. <ul style="list-style-type: none"> ○ Motion to approve minutes by: Kay Horan ○ Second by: Joshua Belville ● Voting: All in favor. 	
4. Public Comment	Public	<p>Any public comment?</p> <p>District 26: Conley Hanson. Shared that he is attending seminars on WI PH Laws, has a passion for researching DHS code 145 and Ch 252. Shared thoughts and position on the Public Health Vending Machines.</p>	
5. Business	Various	<p>Agenda items</p> <p>A. Welcome New Board of Health Citizen Member Kim Malouf. Introductions of all in attendance</p> <p>B. Income Statement Review for 2023 Year-End</p> <ul style="list-style-type: none"> a. Budget report summary provided to members b. Vanden Heuvel noted that it appears that the intention is to zero out the PH Reserve Fund. Director Gieryn explained that the reserve fund had surplus due to the pandemic and ability to cover staffing the response with COVID grant funds c. Supervisor Harrison requested an addition to a future agenda to allow for discussion of priority based budgeting <ul style="list-style-type: none"> i. Director Gieryn suggested a more thorough review of revenue sources, essential public health services, and areas of work to assist in the understanding of priorities/program areas. ii. Supervisor Horan noted that knowing information about what is mandated and what is funded would be of benefit. d. Director Gieryn reminded Supervisors to complete a finance survey to help define services that supervisors and department heads are the most appropriate services and priority for government. <p>C. Update on Public Health Vending Machine Resolution</p> <ul style="list-style-type: none"> a. Supervisor Harrison explained his intention for adding this to the agenda is to discuss any changes that can be made to bring this back. b. Supervisor Powers suggested that Cty. Board Supervisors be reminded that this is not tax payer dollars, it is a grant made available through the State of WI Opioid Settlement Funds. 	

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		<p>c. Director Gieryn outlined the discussion that has occurred with the State about potential next steps with the grant, extension vs transfer to a community partner</p> <p>d. Supervisor Belville suggests transferring to a community partner, due to a belief that some people will just not change their minds.</p> <p>D. Discuss Community Health Needs Assessment – Heidi Keating</p> <p>a. Public Health Planner, Heidi Keating, provided a summary presentation of the Community Health Assessment to highlight key findings.</p> <p>b. Supervisor Harrison suggested providing the CHA to Cty Board Supervisors.</p> <p>E. Director and Staff Updates: this section is a written update from staff and was not discussed at the meeting due to time constraints:</p> <p>Doug (Health Officer):</p> <ul style="list-style-type: none"> working with human resources to finalize a job description for a community health worker that was approved in budget, recruitment to follow Priortiy Based Budgeting - only about half of county board supervisors have completed a prioritization/strategic planning survey, please complete if you have not already Supervisor Kay Horan has requested a presentation to the BOH on the ARPA Commission submitted but unapproved Fox Valley Date Exchange project <p>Anne Boyce (Environmental Health):</p> <p><u>New establishments</u></p> <p>4 new establishments Oshkosh (Panda, Mad Chicken, La Baja Taco, and Los Tres Manantiales)</p> <p>1 new establishment Neenah (NHS- Downtown Campus)</p> <p><u>Radon Awareness Month Activities</u></p> <p>Selling Kits at both offices and town halls (a few agreed to sell) for \$5</p> <p>Outreach – selling kits at Oshkosh Winter Farmers Market 1/6 and 1/27</p> <p>Produced 3 short Radon videos for our Webpage and Facebook</p>	

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		<p><u>Lead Abatement Grant Work</u> 2 houses completed 1 in process this week 3 are ready to go</p> <p>Ashlee (Community Health and Prevention):</p> <ul style="list-style-type: none"> ● We Heart You Event on March 13 ● Parents in Recovery report ● Child Trauma Data Walk ● Continuing planning with ESTHER’s Housing Advocates on a regional housing policy training ● Breakwater partnership with Vive18 bringing substance use prevention education and collaboration to OASD Middle Schools in February <p>Belinda (Women, Infant and Children [WIC]):</p> <ul style="list-style-type: none"> ● WIC caseload for December was 2285. 101.5% of the state recommended caseload of 2252. ● Celebrating 50 Years of WIC. Since the first clinic opened January 15, 1974, WIC has improved the health and well-being of millions of pregnant women, infants, children, and families. . <p>Julia (Admin) (<i>left at 8:35 am</i>)</p> <ul style="list-style-type: none"> ● Community Health Assessment, a requirement, is complete. Heidi’s presentation. ● Performance Management System: continue to work on building our system. ● Policy and Procedure Management: Reviewing, and updating public health’s P and P <p>Jaci Grignon: (Communicable Disease):</p> <ul style="list-style-type: none"> ● The 4th quarter communicable disease report was provided as a handout at the meeting ● Respiratory illness rates remain high but appear to have peaked, still recommend vaccination at this time with emphasis on vaccination of pregnant persons for RSV protection of infants 	

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		<p>Alana (Healthy Lifespan):</p> <p><u>Family Child Health:</u></p> <ul style="list-style-type: none"> - Parent Resource Hours - New Baby Flier - Coordinating Family Service Partners to occupy office space at the new Hyde Community Center (Oshkosh Boys & Girls Club) - Need funds for car seats; over 120 seats installed in 2023 (more than twice expected) <p><u>WWWP:</u> Wisconsin Well Woman Program</p> <ul style="list-style-type: none"> - Prepping year-end reports; enrollment numbers steady <p><u>Promoting Healthy Aging:</u></p> <ul style="list-style-type: none"> ● Wellness Plus class schedule, ● Online referral option for Healthy Aging visits 	
6. Next Meeting	Board Chair	<ul style="list-style-type: none"> ● Next meeting will be February 23rd, 2024 at 7:30am. ● The Board of Health typically meets the 4th Friday of every other month unless an additional meeting is needed 	
7. BOH Members' Report		<ul style="list-style-type: none"> ● Supervisor Karen Powers: Attended ARPA meeting and listened to a data presentation. She requested Director Gieryn arrange for the DEX program to present at the March BOH meeting. ● Supervisor Harrison reports that he appreciates that conversation and education provided 	
8. Adjourn	Board Chair	<ul style="list-style-type: none"> ● Motion to adjourn at 9:36am by Karen Powers ● Second by: Kay Horan ● Vote: All in favor 	

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*This meeting is also being posted as a Committee meeting for: · Facilities & Property Management

Upon request and 24 hours prior notice to the Office of the County Clerk, provisions will be made for people with disabilities. Phone Number: 232-3430

Mission: WCHD protects and promotes health through services, partnerships and equitable practices and policies so all can live their best life.

Vision: Healthy people building thriving communities.

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Please send it to the County Clerk at CountyClerk@winnebagoctywi.gov as they works with IT to post everything. These will then be posted on the COUNTY PUBLIC MEETINGS YOUTUBE CHANNEL.