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BOARD OF HEALTH MEETING

Friday, October 5, 2018

7:30 a.m.

**Winnebago County Health Department
1st Floor Conference Room, County Administration Building**

CALL TO ORDER: The meeting was called to order by Vice-Chairman Mike Norton at 8:05 am

PRESENT: Board members present were: Vice-Chairman Mike Norton, Thomas Egan, Thomas Ellis, Ann Marshall, Serah Muinde, and Rachel Youngquist.

EXCUSED: Dr. Paula McNiel, Dr. Shiloh Ramos, David A Zerbe

Also present: Doug Gieryn, Director; Anne Boyce, Environmental Health Supervisor; Anna Carpenter, Preparedness Specialist; Cindy Draws, Healthy Lifespan Supervisor; Kim Goffard, Communicable Disease Prevention & Control Supervisor; Carolyn McCarty, Community Health & Prevention Supervisor; and Mary Capen, recording secretary.

APPROVE MINUTES: Moved and second, Marshall / Ellis to approve the Minutes from August 3, 2018. Motion carried 5-0, voice vote.

PUBLIC COMMENTS: none

BUSINESS:

A. Budget Transfer \$7,550 - VOTE

Motion to approve the budget transfer of \$7,550. **Moved and second, Ellis / Muinde.**
Motion carried 5-0, voice vote.

B. Director's and Staff Activity Report – tabled until the next meeting due to leadership needing to leave to attend training in Stevens Point.

C. August Income Statement

- Travel and contractor services appear a little high but will be o.k.

D. Annual Report Format

Some of the feedback regarding the format of the Annual Report:

- Love the charts and photos
- Graphs show outcomes – great

- Can you show how many people were helped and compare yearly? (response – difficult to do with population-based services)
- Shorter with visuals preferred with more detail available on the website

E. 2019 Executive Budget

- Drug Free Communities grant ends at the end of August 2019. Many successes were achieved and there is a need for us to continue substance use work. Asking for an increase in levy to cover payroll to fund this position for the remaining 4 months of 2019.
- Amendments:
 1. Convert Chronic Health Conditions Project Employee position for Evidence-Based programs to a Temporary position. Project Employee positions are only for 2 years so this 0.6 FTE position is scheduled to end in mid-2019.
 2. Change Table of Organization: Erin Roberts recently changed from 1.0 FTE to 0.8 FTE, looking to change back to 1.0 FTE. (adjustment will not change the Budget Amount)

Thomas Egan arrives 8:32.

NEXT MEETING: **December 7th, 7:30 am** County Administration Building, first floor.

REPORTS:

Housing Authority Budget – researching options (we charge cost & admin. fee).
Neenah – Ordinance against youth vaping

Motion to adjourn, Muinde /Youngquist. Motion carried, 6-0 voice vote.

Respectfully submitted,
Mary Capen, Recording Secretary