

BOARD OF HEALTH MEETING
Friday, June 5, 2015
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 Secretary Rachel Youngquist at 7:36 am.

ROLL CALL: Board members present were: Dr. Jan Edelstein, Thomas Egan, Thomas Ellis; Mike Norton, and Rachel Youngquist.

EXCUSED: Dr. Shiloh Ramos, Dr. Sam Hofman, Ann Marshall

Also present: Health Department Director Doug Gieryn; Anne Boyce, Environmental Health Supervisor; Cindy Draws, PH Nurse Supervisor; Barb Sheldon, WIC Director; and Mary Capen, Administrative Support.

APPROVE MINUTES: Moved and second, Egan/Ellis to approve the Minutes from April 10, 2015. Motion carried 5-0, voice vote.

BUSINESS:

A. Director's and Staff Activity Report

Doug Gieryn – Director

- Health Department office in Neenah will move out of Neenah City Hall and into the Human Services building in Neenah on June 26th.
 - Working on signage for both outside and inside the building.
 - May need to purchase some furniture.
 - Refrigerator has been delivered.
 - Offices have been assigned.
- Space study of the Oshkosh office is being done.
- Job descriptions are in Human Resources awaiting pay classification.
- Oldest vehicle (2004 Ford Taurus) is requiring a high level of maintenance.
 - Will be looking at the State bid list to see what is available.
 - Funds may need to be transferred from the Reserve Fund at a later date.
- The State will come in to do a 140 Review on the department July 10th.
 - The review will begin at 8:30 and last at least a couple of hours.
 - All Board of Health members are welcome to attend, Chairman Ramos is requested to attend.
 - The Health Department is regulated by the State.
 - National accreditation is voluntary and is being worked on, presently there are a small percentage of health departments that are accredited.
- Reviewed the details of the unfortunate wolf incident at the zoo.

Barb Sheldon – WIC Director

- e-WIC outreach campaign poster includes tear-off slips with the State (800) contact number as well as a local number.
- WIC Farmers Markets check issuance began June 1 and will continue through August and possibly September.
- Fresh potatoes have been added to the approved food list at grocery stores.
- e-WIC will be rolled out in phases. The roll-out will take 3 months at each site.
- Items passed around for review:
 - Notification of the addition of potatoes to the list in English and Spanish.

- List of Farmers' Markets and stands that are approved to accept WIC Farmers' Market checks for 2015. The listing shows where and when the markets are held.
 - Approved vendors will display a sign to identify them as being approved.
 - Displayed a cookbook available from State WIC Office that features information and recipes about type of produce sold at Wisconsin Farmers Market.
- Once a vendor has been trained and authorized/licensed (state contract) they can sell at any approved Farmer's Market.

Anne Boyce – Environmental Health Supervisor

- In the process of license renewals, a time of year where changes in ownership are discovered which requires an inspection.
- Kodiak Jacks will be done at the end of this month. Hu Hot will be moving into the building.
- Summer Farmers' Markets begin this week with 140 food vendors, 60 will need to be inspected.
- Trainings:
 - Well water sampling
 - Disaster life-support
 - Environmental spring conference
 - At the spring conference Zak (intern) was awarded a scholarship that he will use as he pursues a medical degree.
- The difference between a restaurant license and an offsite license was explained.

Cindy Draws – Nurse Supervisor

- Refugees – we have received 39 of the 75 we expect to arrive during this contract year. Eleven more are expected in June
 - The majority are from Burma and Iraq with an increasing number coming from the Congo.
- Active (not infections) TB case that receives 4 medications daily in order to prevent becoming infectious. Daily DOT visits are required. Kudos to Mary Burns who has been doing most visits.
- Prevention (state) grant dollars were used to create the first in a series of 3 videos aimed at educating adults 65 and older on Falls Prevention. The 1st video identifies common signs that the body is losing strength and/or balance. The video was created through a learning tool from the CDC. Kudos to Paula Stephens and Barb Wolf for their hard work on this video featuring local citizens.
- YMCA and the ADRC have partnered to promote National Senior Friendly. There is a push to find a volunteer to coordinate evidence-based programs such as Stepping On, Living Well with Chronic Conditions, Strong Bones, etc.
- FCH mid year review is coming up, this includes programs such as Active Daycares, Farm to School, etc.
- WPHA Conference was attended by a member of the Board of Health
- In the process of the review of policies and procedures and performance measures. All of which are part of the accreditation process.

Doug Gieryn – on behalf of the Health Educators

- Legislative Breakfast went well and resources and presentations can be viewed at www.rethinkwinnebago.org/
- Renewing contract with AmeriCorps.

- Both current members have asked to stay another year.
- Recruiting for AmeriCorps worker to work with Farm to School this summer.
- Recruiting for AmeriCorps worker to work with Farm to School during the 2015-2016 school year.
- AHEC student will begin researching how trails are being used in Winnebago County.
- Ebola concerns – down to 2 countries
 - Healthcare booths at EAA
 - Working on procedures for the booths.
 - Mercy Medical Center, Oshkosh on May 7th

B. Weight of the Fox Valley Resolution - Vote

- Resolution went to Parks Committee yesterday – no vote
- Appleton changed “Support” to read “Promote” to address concern over cost.
- Since educating the County Board is the most important part of the resolution, Parks Department will be asked to hold off on a vote until Doug contacts the County Board to see if there will be time at a future meeting to present information regarding the Weight of the Fox Valley (WOTFV)

C. Budget Transfer / Hospital Preparedness – Vote

- We are the fiscal agent for the Hospital Preparedness Program so this is just a pass through of funds.
 - There have been two amendments to the current contract.

**Motion to approve the transfers as presented. Moved and Second, Egan/Ellis.
Motion carried 5-0, voice vote.**

D. 2015 Budget Update / 2016 Budget Kick Off

- Previously approved budget transfers are not reflected in this Income Statement.
- Received 2016 targets – updating organizational charts
- Pay for Performance Plan – pay study to occur in the next year and then will be presented to staff.

NEXT MEETING: August 7, 7:30 am County Admin Building, 1st Floor Conference Room.

REPORTS:

Norton – Attended WPHA Board of Health track and found it to be very worthwhile. E-cigs and how the City of Greenville passed their ordinance was addressed. Next year the conference will be held in Appleton and all are encouraged to attend. Impressed with WCHD staff.

Motion to adjourn, Egan/Ellis. Motion carried, 5-0 voice vote.

Respectfully submitted,
Mary Capen, Recording Secretary