

BOARD OF HEALTH MEETING
Friday, August 7, 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 Chairman Shiloh Ramos at 7:30 am

ROLL CALL: Board members present were: Chairman Dr. Shiloh Ramos; Dr. Jan Edelstein, Thomas Ellis; Dr. Sam Hofman, Ann Marshall, Mike Norton, and Rachel Youngquist.

EXCUSED: Thomas Eagan

Also present: Health Department Director Doug Gieryn; Anne Boyce, Environmental Health Supervisor; Cindy Draws, PH Nurse Supervisor; Emily Dieringer, Health Educator; Megan VandeHei, ARCW; and Tracy Warren, student intern.

MINUTES: Minutes were not available to approve.

PUBLIC COMMENT PERIOD: There were no public comments.

BUSINESS:

A. Director's and Staff Activity Report

Doug Gieryn – Director

- Consolidated North end offices in Neenah. Move went well.
 - Offices did not come furnished which created a need to purchase nine work stations which resulted in an unexpected expense of approximately \$20,000.
 - There are still a few items that need to be moved such as hutches, and cubby covers.
 - The walls are thin, so white noise options are being explored.
 - Working through procedural items such as having one receptionist and temporary signage.
- 140 Review: Staff did excellent job on presenting evidence to regional office.
 - Evidence was submitted a head of time for review. The review prompted a list of questions for which staff then provided evidence in response.
 - Review went from 8:30 to 12:30 including a tour.
 - Shiloh received a favorable review letter that was very complimentary of the staff.
 - Doug will ask the regional office to come to a Board Meeting to share the findings.
 - Shiloh offered kudos to Doug and the staff.
- Position Fillings and Vacancies: Late last year reorganization of the department was discussed. An organizational chart was created and now it is time to fill a few positions.

- Environmental Specialist accepted a position in Outagamie County due to 20% increase in pay.
- It is difficult to recruit and retain staff with the pay difference.
- A temporary solution is to hire individuals at a higher level and not necessarily an entry level so the pay would be more. For this to happen it would need to be approved by HR and by County Executive.
- If this would happen, the current staff would need to be accounted for.
- Communicable Disease Supervisors – 3 applications were received and by the end of the day the position may be filled.
- Environmental Health Specialist – on Monday it may be filled.
- Public Health Aide – position works in WIC. This position greets clients, preps them for meeting with the nutritionists.
- Discussed status of the open staff positions. Three positions hoping to fulfill this year went to the Personnel Committee and there was a 0 -5 vote on passing the positions.
 - Denied because the 6 month policy was not followed. Personnel committee thought these positions should have been introduced in 2015 as new positions even though they were in 2014 but held open due to budget concerns..
 - If these positions have been open for 6 months, are they really necessary?
 - Shiloh thought it would be a good idea to educate the County Board on what the staff does and their needs. Doug will request a time from the Chairman to present results of the 140 Review and staffing needs.

Tracey Warren - Aurora and Megan VandeHei - Aids Resource Center of WI

- Tracey is currently receiving her BSN and doing an intern to develop a best practice policy for a needle exchange.
- Slide show presentation of a needle exchange program.
- Protocol presented based on LifePoint. Protocol included objectives, outcomes, and staffing needs.
- Counties that currently have needle exchange programs are Racine, Marathon, Madison, and Dane.

Cindy Draws – Nurse Supervisor

- 56 of the 75 Refugees expected in the current contract year have arrived.
- There is a possibility of refugees receiving their green cards quicker and less expensive than going through World Relief in Madison.
 - World Relief expenses are interpreter fees, permit fees, and transportation costs.
 - Expenses may be lessened by providing green card access here locally.
- Four confirmed cases of Blastomycosis from individuals that rafted down the Wolf River.
- MCH midyear review went well.

Anne Boyce – Environmental Health Supervisor

- State Inspectors came in June to evaluate the Environmental Health program. There was a review of policies and shadowing of inspectors. There hasn't been an official letter yet but the review went very well.
- Implementation of a food safety quiz. This is 15 question quiz that unlocks access to the permit application. If applicant does not know all 15 questions, they will still receive the application of permit. The score of the quiz allows the Environmental Staff to know who to look out for during the inspections.
- The intern's last day is August 6th and the Sanitarian staff's last day in next Friday. They will be down by 2 staff members, possibility of 3 in the near future.
- Anne passed out a chart showing the food and camp ground inspections that have been done in June and July.

Doug presented report for Barb Sheldon – WIC Director

- Start training for EWIC
- State published a press release for EWIC

Dr. Jan Edelstein leaves.

B. 2015 Budget Update/2016 Budget Preview

- June income statement is in fine shape.
 - Revenue total is 46%. Revenue is always lagging so by year end this will be good.
 - Wages - the total labor is 5% under.
- 2016 Budget
 - 2016 projected budget was shared.
 - Doug will meet with County Executive on the 18th to discuss the 2016 budget.

C. Community Health Improvement Plan - 2010 - 2015 Summary

- Emily Dieringer presented on the Community Health Improvement Plan (CHIP).
- As part of the 140 Review, a Community Health Improvement Plan needed to be designed and implemented in five years. Emily Dieringer and Lynnsey Erickson, AmeriCorps member, worked with numerous partners in the community to create 4 priorities.
- CHIP's 4 Priorities
 1. Healthy Lifestyles - Wellness Screening, TCCDC dental access, Mental Health Share Shop, No Wrong Door and promotion of United Way's 2-1-1 Resource Helpline.
 2. Physical Activity - Physical Activity Challenge, Active Schools, and Points of Decision Prompts.

3. Nutrition/Obesity/Type II Diabetes - Food Day, Farm to School, SmartPlate, and Healthy Habits.
 4. Healthy Recreational Opportunities - Active Recreation Guide, Winnebago County Bicycle/Pedestrian Plan, Drive Your Bike Campaign, and Health in Planning.
- In each of these groups a work plan has been done and implemented. The focus of CHIP is to build partnerships and implement it in work, school, and the community.
 - Handouts are available for each priority.

The Kuenzl Foundation has generously provided \$10,000 toward our work with the community on the Heroin Task Force. This donation announcement will be followed up later in the year with a budget transfer to allocate the funds if approved.

Motion to support the acceptance of a \$10,000 donation to Heroin Task Force. Moved and Second, Egan/Ellis. Motion carried 6-0, voice vote

NEXT MEETING: October 2nd, 7:30 am County Admin Building, 1st Floor Conference Room.

REPORTS: None

Motion to adjourn, Ellis/Norton. Motion carried, 6-0 voice vote.

Respectfully submitted,
Rachel Youngquist, Recording Secretary