

**MINUTES OF BOARD OF HEALTH MEETING
December 7, 2011**

Meeting was called to order by Chair Kraft at 6:00 p.m.

Board of Health Members Present: Chair Kraft, Supervisor Bostwick (left at 7:00 p.m.), Supervisor Peer, Supervisor Thompson, Dr. Peterson, Dr. Winter, Mr. Rooney, and Ms. Wade.

Board of Health Members Absent: Dr. Best.

Staff Members Present: Karen Cain – Health Officer; Tim Banwell – Environmental Health Director; Janet Zoellner – Nursing Director; Sancee Siebold - Nursing Supervisor South Office; Deborah Erickson – Nursing Supervisor North Office; and Geri Waugh – Account Clerk .

Others Present: Susan Douglas.

Adopt Agenda

Supervisor Bostwick made a motion to adopt the agenda. Dr. Peterson seconded the motion. MOTION APPROVED.

Approval of Minutes 11/2/11

Ms. Cain stated there is a correction needing to be made on page 4 of the minutes, the third paragraph under African-American Infant Mortality. The first sentence should read: ‘Ms. Cain reported that the African-American Infant Mortality rate in the City of Beloit is at 18.2, and Rock County’s total is at 19.1’.

Ms. Wade made a motion to approve the minutes of the 11/2/11 Board of Health meeting as amended. Supervisor Peer seconded the motion. MOTION APPROVED.

Citizen Participation

None at this time.

Unfinished Business

None at this time.

New Business

Administrative Division

Approval of Bills/Transfer of Funds

Ms. Wade made a motion to approve the Health Department bills for the month of November, 2011 in the amount of \$16,260.35; bills for the Consortium Funds in the amount of \$1,003.00; and the amounts for 2012

Pre-Approved Encumbrances in the amount of \$23,195.00. Supervisor Peer seconded the motion. MOTION APPROVED.

Transfer of Funds: Ms. Waugh distributed copies of a transfer of funds for #64010 Laboratory Supplies in the amount of \$1,200. This transfer of funds is requested because necessary chemicals and supplies for water testing needed to be ordered before the end of 2011 in order to maintain the inventory needed to complete the water testing requested for the remainder of 2011. Ms. Wade made a motion to approve the transfer of funds. Supervisor Peer seconded the motion. MOTION APPROVED.

Health Department Report

Letter from Department of Health Services: Ms. Cain called the Board of Health's attention to the copy of the letter included in the agenda packet from Chuck Warzecha of the Wisconsin Department of Health Services. The letter was addressed to the Executive Director of the Dairy Business Association, concerning the Review of Rock Prairie Dairy Rapid Health Impact Assessment Report.

Robert Wood Johnson Foundation Symposium: Ms. Cain stated the Robert Wood Johnson Foundation has invited Janet Zoellner to participate in a national symposium on the future of nursing in Princeton, New Jersey in February, 2012, at the expense of the foundation.

Wisconsin Partnership Program Grant: Ms. Cain stated the health department is awaiting a response on whether our grant application has been approved. The grant application is for education on the prevention of sexually transmitted infections (STI) in Rock County. The department hopes to hear soon if the application has been approved.

Possible Funding Source for HealthNet: Ms. Cain stated she is on the Board of Directors for HealthNet, a clinic in downtown Janesville that provides medical care for uninsured Rock County citizens. Steve Sheiffer, former Janesville city manager, has met with Tim Cullen concerning applying for Wisconsin Partnership Program funding for HealthNet in order for HealthNet to be able to provide more services. Ms. Cain stated she will meet with Kate Flanagan from Rock County Human Services, Steve Sheiffer, and Jean Randles – Executive Director at HealthNet to see what mental health services might be able to be provided through HealthNet. They will then meet with the Wisconsin Partnership Program to see if funding for HealthNet could be provided.

Meeting on Animal Control: Ms. Cain asked Dr. Peterson to talk about an upcoming meeting on animal control in Rock County. Dr. Peterson stated the meeting will be held at the City of Janesville at 2:00 pm on Thursday, December 8th. Representatives from the City of Milwaukee will be present to speak about their animal control program, and also the State Humane Officer from the Wisconsin Department of Agriculture will speak at the meeting. Another speaker at the meeting will be Kate Bowersock, the health officer from the City of Racine, concerning the City of Racine's animal control program. Dr. Peterson stated a cooperative effort from all 27 cities, villages, and towns in Rock County is needed to share animal control expenses and have a central holding facility for the animals.

Health Department Christmas Party: Ms. Cain announced to the Board members that the health department's Christmas Party will be held on Monday, December 19th, at 3:00 p.m. at the department's Janesville office, and she invited all of the Board members to attend.

Environmental Health

Request for Holding Tank Variance – Kirk & Susan Douglas

Request for variance from the Rock County Public Health Ordinance Chapter 13.23(5)(e) Holding Tanks, regarding:

Kirk and Sue Douglas
10714 W. Welsh Road
Janesville, WI 53548

Mr. and Mrs. Douglas wish to install a holding tank to receive domestic wastewater at their proposed machine shop. The code reads as follows:

‘Holding tanks may be used as a system of last resort to serve as the private sewage system for an existing building only. Holding tanks will not be allowed for new construction nor can they be designated as the only possible replacement system on the contingency plan for new construction, or in lieu of another approved system, the person may seek a variance from the Rock County Board of Health. Holding tanks may be used as a replacement system of choice, without variance, in a floodplain district unless soils allow the installation of a below ground system.’

Mr. and Mrs. Douglas are proposing a machine shop at 11101 W. Welsh Road (Section 8, Town of Plymouth). Because of the distance from their home to the proposed building site (greater than a quarter mile), Mr. and Mrs. Douglas are planning on installing a bathroom and are requesting a variance for the installation of a holding tank for the following reasons:

- The site has no suitable soils for a conventional system due to shallow bedrock.
- There will be minimal wastewater generated.
- This holding tank will be used as a convenience for the Douglas farm.
- This holding tank will be used infrequently.

The recommendation from the health department staff is to approve the variance to install a holding tank. The conditions for the variance will be as follows:

- Only domestic wastewater is allowed to enter the holding tank.
- The Rock County Health Department may request that the use of the holding tank be discontinued if the future uses of the holding tank are not compatible with this variance.
- That the owner records a holding tank agreement with the Rock County Register of Deeds office clearly indicating ownership and use, and files a copy of an approved servicing contract with the health department before the permit is issued, and maintains an active service contract.
- If public sewer becomes available, the entire building will connect to public sewer.
- That the owner receives State approval for the proposed holding tank, and obtains a County Sanitary Permit before installation begins.

Dr. Peterson made a motion to approve the requested variance for the holding tank for Mr. and Mrs. Douglas. Supervisor Thompson seconded the motion. MOTION APPROVED.

Update on Restaurant Inspections

Mr. Banwell spoke to the Board members concerning posting food establishment inspections on the Rock County Health Department website.

The purpose of posting inspections is to provide transparency of food facility inspection program to the public.

- Rock County Health Department routinely receives requests from the public for inspection reports
- Numerous agencies across the country are posting restaurant inspection results
- The means to post inspections are available

It is the priority of the Rock County Health Department to be fair to all licensed food establishments.

There are benefits and difficulties with posting the inspections:

- Public will have access to inspection reports; public information
- Food facilities will be scrutinized
- Health Department's inspection program and staff will be scrutinized

Steps that have been taken to develop the plan:

- Discussed posting of inspections with the Rock County Board of Health and received direction to proceed with the project.
- Organized a citizen group for the public's suggestions if they would be interested in posting restaurant inspections and what the content should be.
- Met with the Tavern League to gather their input.
- Developed a trial plan and solicited comments from department staff and made changes.
- Brought proposed plan to Food Safety Advisory Team for their input.

Mr. Banwell then did a presentation of how the information would be shown on the health department's website.

Once the information is available for viewing on the health department's website, a press release will be done so the public will be aware of the availability of this information on the website.

Public Health Nursing

Immunization Outreach Strategies

Ms. Zoellner did a powerpoint presentation for the Board members concerning immunization outreach.

Percentage of Rock County Infants Fully Immunized at 24 Months:

2008: 45	2010: 55
2009: 57	2011: 66 (through October, 2011)

Why not immunize?

- Number of vaccines/cost
- Reduction in vaccine preventable diseases
- Bad science (studies)
- Real side effects
- Mark Zuckerberg (creator of Facebook)
- Missed opportunities for education
- 'Just in Time' culture

Solutions

- Assessment
- Nursing diagnosis
- Plan
- Implementation
- Evaluation

Assessment

- Survey citizens
- Information from community stakeholders
- Analysis of what has been tried
- GIS technology – what areas in county are children underimmunized

Nursing diagnosis

- Knowledge deficit
- Prohibitive cost
- Procrastination guilt
- ‘All or Nothing’ approach on both sides

Plan

- Meeting with nurses
- Meeting with pharmaceutical reps (scouting)
- Communication and brainstorming

Implementation

- Prominent signage
- Partnership with media
- ‘Parish’ nurse approach with clinics
- Immunization newsletter
- Heavier clinic schedule in the fall of the year
- Facebook postings
- Health educator’s articles

Evaluation

- What have we learned?
- Are we reaching the right people?
- Should others be involved?
- Are our numbers increasing?
- What additional skills do our nurses need?
- Are the cases we have up to date?

In order to prevent outbreaks, a 90% immunization rate is needed.

Communications and Announcements

None at this time.

Adjournment

Ms. Wade made a motion to adjourn the meeting. Supervisor Peer seconded the motion. MOTION APPROVED. Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health