

**MINUTES OF BOARD OF HEALTH MEETING  
October 29, 2009**

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

Board of Health Members Present: Chair Brill, Dr. Peterson, Supervisor Joiner, Supervisor Bostwick, Dr. Best, and Ms. Wade.

Board of Health Members Absent: Supervisor Peer, Dr. Winter, and Mr. Rooney.

Staff Members Present: Karen Cain – Health Officer; Debbie Erickson, Nursing Supervisor – North Office; Tim Banwell – Environmental Health Director; and Geri Waugh – Account Clerk.

Others Present: None at this time.

**Adopt Agenda**

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

**Approval of Minutes 10/7/09**

Ms. Wade made a motion to approve the minutes of the 10/7/09 Board of Health meeting. Supervisor Joiner 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**

Supervisor Joiner asked what the health department purchases from Welders Supply under #64000 Medical Supplies. The department purchases carbon dioxide tank refills from Welders Supply in order to be able to make the dry ice necessary for transporting our varicella vaccine to satellite immunization clinics. Dr. Peterson asked why we purchased flu vaccine from Mercy Health Systems Pharmacy. Ms. Cain replied that the health department's seasonal flu vaccine order wasn't being sent as quickly as the department needed it; Mercy Health System Pharmacy had 1,000 doses they could spare to the health department, so we purchased the vaccine from them.

Supervisor Bostwick made a motion to approve the bills for the month of October, 2009 in the amount of \$9,649.41; and bills for the Public Health Emergency Response funds in the amount of \$3,612.40. Supervisor Joiner seconded the motion. MOTION APPROVED.

There are no transfers of funds this month.

## **Health Department Report**

H1N1 Death: Ms. Cain reported that the health department was notified today of the second Rock County death due to H1N1. No details concerning the person will be released by the health department per the request of the person's family.

Janesville office refrigerator: Ms. Cain stated one of the Janesville office's older refrigerators completely quit operating this week. Since we need all available vaccine storage room for the expected shipments of the H1N1 vaccine, the department has ordered a replacement refrigerator for this one that no longer works, plus a new refrigerator/freezer that will be used in the laboratory. The Public Health Emergency Response (PHER) funds will be used to purchase this equipment.

H1N1 Vaccine: Ms. Cain reported that the Centers for Disease Control (CDC) has changed the recommendations on who can receive the H1N1 vaccine first, as follows:

- Pregnant women
- Persons who live with or provide care for infants aged <6 months of age (e.g. parents, siblings, and day care providers)
- Health-care and emergency medical services personnel who have direct contact with patients or infectious material
- Children ages 6 months – 4 years
- Children and adolescents ages 5-18 years who have medical conditions that put them at higher risk for influenza-related complications

The health department has had H1N1 vaccine on order for quite a while – we have only received a small amount of what we ordered to date. We hope to receive more vaccine soon.

## **Review of 2010 Health Department Budget**

Ms. Cain distributed copies of the 2010 Health Department Budget summary as recommended by the county administrator to the Board members present. Ms. Cain stated the current 0.6 FTE public health nurse vacancy has been cut from the 2010 Health Department budget. The county administrator has also applied \$70,000 of the upcoming additional \$262,000 Public Health Emergency Response (PHER) funds toward the health department's 2010 salaries. Discussion concerning the 2010 Health Department Budget as recommended by the county administrator followed.

## **Environmental Health**

### **Mobile Home Parks in Rock County**

Mr. Banwell gave a report to the Board members concerning the mobile home parks in Rock County. The Rock County Health Department is an agent of the State of Wisconsin Department of Commerce; as an agent of the State, the health department licenses 24 mobile home parks in Rock County. A mobile home park consists of three or more mobile homes.

Rock County Mobile Home Park Program Statistics:

- 200 hours of staff time per year for this health department program
- \$8,100 in revenue per year for the health department

- The health department had 57 field calls for this program in 2008
- Approximately 4,000 persons live in mobile home parks in Rock County

### **Public Health Nursing**

#### **Initial H1N1 School-Located Clinic Report**

Ms. Erickson reported that the two initial school-based H1N1 immunization clinics that were to be held at Clinton School District and at the Beloit Turner School District were cancelled at those schools. Instead, the health department held two special H1N1 immunization clinics at the Rock County Job Center on October 27<sup>th</sup> and 28<sup>th</sup> from 3:00 – 7:00 p.m. on both days. On October 27<sup>th</sup>, the department administered 203 doses; on October 28<sup>th</sup>, the department administered 172 doses.

The Beloit School District and Parkview School District clinics to be held on November 3<sup>rd</sup> and 4<sup>th</sup> have been cancelled – instead of these clinics, the health department will hold an H1N1 immunization at the Beloit Public Library on Thursday, November 5, 2009 from 3:00-7:00 p.m.

The health department has received numerous phone calls from Rock County citizens concerning the availability of H1N1 vaccine. Information on the availability of the vaccine can be obtained as follows:

- Rock County Health Department H1N1 Information phone hotline: (608) 741-5200
- Rock County Health Department's website: [www.co.rock.wi.us](http://www.co.rock.wi.us)

### **Communications and Announcements**

None at this time.

### **Adjournment**

Supervisor Bostwick made a motion to adjourn the meeting. Dr. Peterson seconded the motion. MOTION APPROVED. Meeting adjourned at 6:58 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health