

MINUTES OF BOARD OF HEALTH MEETING

May 04, 2016

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

Board of Health Members Present: Chair Kraft, Supervisor Bostwick (left at 7pm), Supervisor Peer, Supervisor Garrett, Dr. Konkol, Dr. Winter, Ms. Wade.

Board of Health Members Absent: Dr. Peterson, Mr. Gresens

Staff Members Present: Marie-Noel Sandoval – Health Officer; Timothy Banwell – Environmental Health Director; Sancee Siebold – Nursing Supervisor South Office; and Jessica Riedlinger – Administrative Secretary.

Others Present: None

Adopt Agenda

Chair Kraft announced that some changes have been made in the way board meetings are to be conducted:

- The County Clerk is responsible for recording all board meetings. The County Clerk will appoint Jessica Riedlinger as the representative to record the Board of Health meetings.
- The agenda cannot contain nondescript words. All items must be specified in detail. Therefore, Item #5 “Unfinished Business” and Item #4f “Other” under the Administrative Division will be removed from the agenda. Item #4f will be replaced with more specific topics to be covered.
- “Approval of Bills” will become “Review of Payments” to reflect changes in how the County addresses bill payment. Monthly bills will no longer need to be approved by the Board prior to payment.
- The County Seal will be added to the top of the agenda and minutes for identification

Supervisor Bostwick made a motion to adopt the revised agenda. Ms. Wade seconded the motion. MOTION APPROVED.

Approval of Minutes - 4/6/16

Dr. Konkol made a motion to approve the minutes of the 4/6/16 Board of Health meeting. Dr. Winter seconded the motion. MOTION APPROVED.

Citizen Participation

None at this time.

New Business

Administrative Division



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Election of Vice Chair

Supervisor Bostwick nominated Supervisor Peer for Vice Chair. Ms. Wade seconded the nomination. No other nominations were made. NOMINATION APPROVED.

Set Meeting Day and Time

Chair Kraft asked if anyone would like to suggest changes to the meeting day and time. No suggestions were made. The meeting day and time will remain the same.

Dr. Konkol made a motion to approve the meeting day and time. Supervisor Peer seconded the motion. MOTION APPROVED.

Review of Payments/Transfer of Funds

Supervisor Garrett asked for clarification of acronyms. Ms. Sandoval replied that FIMR stands for Fetal Infant Mortality Review; SCHCC stands for South Central HealthCare Coalition; and the others are company names.

Chair Kraft asked what the \$24,000 transfer from the Ebola Grant is being used for. Ms. Sandoval replied that it is being used to purchase communication equipment.

Supervisor Peer made a motion to approve the transfer of \$24,000 from Ebola Grant Admin Expense to Ebola Grant Capital Assets and \$1,723 from SCHCC MicroGrant Adm Exp to SCHCC MicroGrant Cap Assets. Ms. Wade seconded the motion. MOTION APPROVED.

Health Department Report

Chair Kraft introduced the new Board of Health member, Linda Garrett. She is in her second term as a County Board Supervisor. She is also a member of the Human Services Board. Her background is in nursing and counseling.

In the News

Ms. Sandoval reported that there are currently 60 confirmed cases of Elizabethkingia and no pending cases. There have been 18 deaths. There is also one suspected cases in which the subject was not able to be tested. Two cases have been reported outside of Wisconsin – one in Michigan and one in Illinois. None of the children that have been newly confirmed carry the same strain as the one associated with the outbreak. Dr. Winter asked how many strains exist. Ms. Sandoval and Dr. Konkol replied that it has not been determined. All strains have the same symptoms.

There have been no cases of Zika reported in Rock County. Ms. Sandoval stated that the Health Department will be participating in a mosquito surveillance project throughout the summer. Ten to twelve mosquito traps



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will be placed around the county and specimens will be collected weekly. They will then be shipped to Madison to be tested. Dr. Winter and Supervisor Garrett asked where the traps will be placed and how it is determined. Ms. Sandoval and Mr. Banwell replied that the traps will be spread throughout the county primarily in places where there people congregate. It has also been suggested that some be placed near tires. Ms. Sandoval and Dr. Konkol explained that the type of mosquito that carries the Zika virus cannot survive in this climate, but can be carried to this area by barges carrying tires on the Mississippi River or the Great Lakes. Supervisor Garrett asked about the materials and instruction. Ms. Sandoval replied that it will be provided.

Surveillance

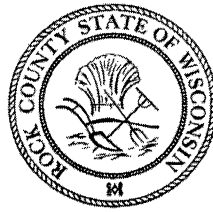
Ms. Sandoval reported that there have been 59 cases of Shigella in 2016 so far. The total number of cases in 2015 was 24. There has been an outbreak at a daycare facility. Shigella is spread easily with children in diapers. There have been 11 out of 107 children and 1 staff member out of 16 that have tested positive. The facility also offers an afterschool program that involves three elementary schools creating a potential for a much larger outbreak. Local schools and daycare centers have been using the Health Department's GloGerm kits to educate their children on the importance of handwashing. Children and childcare workers who test positive for shigella are required to have two negative cultures 48 hours apart before they can return to the childcare program. The samples must be collected at least 48 hours after antibiotics are completed. This can create a hardship due to the amount of time that workers and parents are out of work. In the past, there have been problems with parents taking their kids to other daycares rather than waiting for the two negative cultures. Supervisor Peer asked how long it takes for symptoms to manifest. Ms. Sandoval replied that it is one to seven days, but usually between two and three days. Ms. Sandoval told the Board Members that the amount of shigella cases have been higher than normal since Thanksgiving. Other counties have seen an increase beginning in October. So far, they have not been able to pinpoint a source.

Budget

Skype for Business and the corresponding communication equipment has been ordered according to Ms. Sandoval. The Health Department will be ordering a multifunction copier to replace two smaller printers. These will be purchased with funds from grants. Dr. Winter asked about staff training for the new equipment. Ms. Sandoval replied that there is no training needed. The equipment is plug and go and should be intuitive. The projector equipment will remain in the conference room.

The Health Department has been asked to be a contractor on a CDC Asthma grant. The grant is currently in its second year which ends in August. The Health Department will receive \$12,386 for the remainder of year two to be used for training and data surveillance. In year three, the Health Department will receive \$23,000 to be used toward assessments, education, and coalitions.

The 2017 pre-budget meeting will take place on June 13th at 8:00 am. The Health Department will be requesting an Environmental Health Supervisor. Mr. Banwell, the current Environmental Health Director, will be retiring the first week of December. Dr. Winter asked if the supervisor would be in place before Mr. Banwell leaves. Ms. Sandoval replied that she does not think so.



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Personnel

The Health Department will have two interns this summer. One is attending UW-LaCrosse where he is finishing his BA in Community Health Education. He needs to complete 15 credit hours. He will be working on creating an updated resource directory and educational information sheets for sports teams. The other is an Area Health Education Centers (AHEC) intern. She is a student at Beloit College and will be working on the childhood lead program as well as other programs to be determined. The Health Department will also have two senior nursing students from Viterbo College coming to shadow the Public Health Nurses.

The Community Health Education Coordinator position was posted in February. There were 84 applications received. Human Resources screened these applicants and sent 40 possible to the Health Department. Three applicants were interviewed and two others declined interviews. One applicant was offered, but declined, the position. The Health Department re-reviewed the applications and chose one more to interview. This applicant was offered the position and accepted. The new Community Health Education Coordinator will start on June 6th. She is currently completing her Master's Degree in Public Health at UW-Madison. She has previous experience prior to pursuing her Master's Degree.

The Public Health Nurse position posting originally only received one qualified applicant. The position was reopened and three more qualified applicants responded. One of these applicants declined an interview, one did not show up for a scheduled interview, and the other was interviewed and offered the position. The applicant declined the offer. Ms. Sandoval relayed that Human Resources has said that this type of situation is not unique to the Health Department.

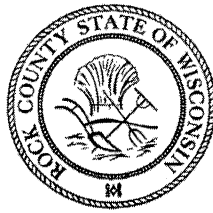
Strategic Planning

Ms. Sandoval stated that the Health Department supervisors are currently reviewing resources and staffing patterns to address the objectives stated in the strategic plan. Ms. Sandoval explained the Health Department's strategic planning process to Supervisor Garrett. Discussion followed about the County Health Rankings and health trends in Rock County.

Quality Improvement

The Health Department has been working on quality improvement. Ms. Sandoval told the Board that a work group has been created to improve the new employee orientation process. The group consists of long term and newer employees. Ms. Sandoval also relayed that department policies will be reviewed and revised by the Health Department. In addition, Erica Nelson from the WI Council on Children and Families Race to Equity Project will be presenting health disparity data at the next staff meeting.

Ms. Sandoval indicated that an asthma coalition has been started by the Health Department. Mr. Banwell and Ms. Chouinard, the Public Health Educator, are part of this coalition. They have had several meetings so far. The members include representatives from hospitals, school districts, and other community organizations.



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According to Rock County Human Resources, the Rock County insurance pays the most money for diabetes with asthma being second. The goals of the coalition are to increase education at home after the visit to the doctor's office. The focus will be on asthma triggers in the home and implementing an asthma control plan. They will work to decrease repeat ER and hospital visits. Funding will come from the state grant discussed earlier. Referrals are anticipated to come from the county and school nurses. There was also a coalition started to address immunizations. This group has met two times.

Annual Report

The 2015 annual report is in progress and will be reviewed at the June meeting.

Training

According to Ms. Sandoval seven members of the Rock County Health Department will be participating in an Ebola preparedness exercise on May 18th. This exercise is being led by the SCHCC and is open to anyone who would like to attend as observers. Registration is required. Ms. Sandoval stated that even though Ebola is not currently a threat, a similar process is needed for any outbreak. Supervisor Garrett asked if the Ebola exercise is an opportunity for policy and procedure updates. Ms. Sandoval replied that it is. She added that it is also a way to partner with other organizations based on needs and resources. Ms. Sandoval talked briefly about the Health Department's Emergency Preparedness Coordinator. Ms. Sandoval also briefly explained the nationwide Incident Command System (ICS) for Supervisor Garrett.

Public Health Nursing

Public Health Achievements

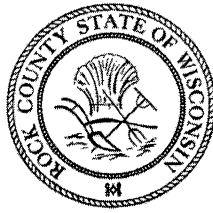
Ms. Siebold communicated that Ms. Erickson was working on a PowerPoint presentation for the Board members, but was unable to attend the meeting due to a family emergency. The presentation was not completed enough for Ms. Siebold to present.

Environmental Health

Clinton Well Water Results

Mr. Banwell did a PowerPoint presentation for the Board members:

Mr. Banwell explained the town water sample procedure. Letters are sent to the residents that own private wells. The citizens of the town are given a discount on the water testing fees. The Health Dept. tries to offer this every 2-3 years. The town of Clinton had almost 20% participation. Several geographical areas were found to be high in nitrates. Supervisor Garrett asked what can be done if a well is found to be high in nitrates. Mr. Banwell responded that a reverse osmosis system can be installed. Ms. Garrett asked if there is assistance for people who are unable to pay for that. Mr. Banwell replied that there are funds at the state level if industrial chemicals are



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high, but not for bacteria and nitrates. Several other geographical areas were found to be high in bacteria. These high results could be the result of the geographical area and the high water table. The water table and location of bedrock could give an idea of the source of nitrates. Supervisor Peer asked about the effects of the bedrock being close to the surface. Mr. Banwell replied that it would be helpful to have policy in place that prohibits the spread of manure in certain areas because of the geographical layout.

Mr. Banwell presented the town sample results from the last 3 ½ years. Bradford had 16.7% participation with 52 out of 312 wells tested and 101 water tests conducted. Center had 22.5% participation with 89 out of 396 wells tested and 171 tests conducted. Harmony had 15% participation with 137 out of 913 wells tested and 265 tests conducted. Lima had 14% participation with 50 out of 357 wells tested and 96 tests conducted. Magnolia had 16.9% participation with 40 out of 236 wells tested and 77 tests conducted. Porter had 20.3% participation with 70 out of 344 wells tested and 136 tests conducted. Spring Valley had 10.8% participation with 30 out of 277 wells tested and 60 tests conducted. Fulton had 18.5% participation with 195 out of 1050 wells tested and 398 tests conducted. Clinton had 19% participation with 55 out of 290 wells tested and 110 tests conducted. Out of the wells tested, the results were as follows:

Bradford – 15.7% unsafe for bacteria and 72% unsafe for nitrates

Center – 13.1% unsafe for bacteria and 37.9% unsafe for nitrates

Harmony – 14.5% unsafe for bacteria and 85.5% unsafe for nitrates

Lima – 16.7% unsafe for bacteria and 35.4% unsafe for nitrates

Magnolia – 23.1% unsafe for bacteria and 51.3% unsafe for nitrates

Porter – 7.2% unsafe for bacteria and 47.8% unsafe for nitrates

Spring Valley – 33.3% unsafe for bacteria and 33.3% unsafe for nitrates

Fulton – 12.0% unsafe for bacteria and 17.0% unsafe for nitrates

Clinton – 18.2% unsafe for bacteria and 45.5% unsafe for nitrates

For all of the wells tested, the average minimum level of nitrates was 0.03 ppm, the average maximum was 45.3 ppm and the overall average was 10.7 ppm.

Dr. Winter asked what the environmental impact will be if the pending railroad project is approved. Mr. Banwell replied that he has not reviewed this project. The railroad project falls under the jurisdiction of the Planning Department. The Board Members discussed the railroad project and the potential effects.

Communications and Announcements

None at this time.

Adjournment

Dr. Winter made a motion to adjourn the meeting. Ms. Wade seconded the motion. MOTION APPROVED.
Meeting adjourned at 7:34 p.m.

Respectfully submitted,



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Jessica Riedlinger, Recorder
Not Official Until Approved by the Board of Health