

MINUTES OF BOARD OF HEALTH MEETING
January 6, 2010

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

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

Board of Health Members Absent: Dr. Best and Mr. Rooney.

Staff Members Present: Karen Cain – Health Officer; Tim Banwell – Environmental Health Director; Janet Zoellner – Nursing Director; Debbie Erickson – Nursing Supervisor North Office; Sancee Siebold – Nursing Supervisor South Office; Rick Wietersen – Ground Water Program Manager; and Geri Waugh – Account Clerk.

Others Present: Rob Leu – Rock County General Services Director.

Adopt Agenda

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

Approval of Minutes 12/2/09

Ms. Wade made a motion to approve the minutes of the 12/2/09 Board of Health meeting. Dr. Peterson seconded the motion. MOTION APPROVED.

Citizen Participation

None at this time.

Unfinished Business

None at this time.

New Business

Administrative Division

Rob Leu – Function of General Services

Chair Brill had asked Rob Leu, the Director of Rock County General Services, to attend this meeting to explain the function of the Rock County General Services department as it relates to the Health Department.

General Services is the landlord for the Glen Oaks building that contains the Public Health Department and the Council on Aging. The total allocation in the 2010 budget for maintaining the building is \$127,525.00, which includes:

Professional Services (contract snow plowing)	\$ 750
Janitorial/Other Cleaning Services	19,000
Utility Services	48,000
Repair/Maintenance Services	39,775
Repair/Maintenance Supplies	20,000

Based on square footage, the Health Department will pay \$106,866 for rent in 2010.

The item of contract snow plowing under Professional Services is an appropriation to be used when the snow depth exceeds General Services' ability to remove the snow.

The \$39,775 under Repair/Maintenance Services funds 50% of a maintenance person. The remainder of this appropriation covers the costs for trash pickup, pest control, and heating, ventilating & air conditioning (HVAC) service contracts.

Supervisor Bostwick asked how old the building is. Mr. Leu replied that the building was completely remodeled about 11 years ago just prior to the occupancy of the Health Department and the Council on Aging.

The parking lot at the Glen Oaks building will be resurfaced sometime in 2010. Because this work will be a capital project and will involve the asphalt surfaces supporting the buildings to the north of Glen Oaks as well, funding for this project is not part of the rent for 2010.

Approval of Bills/Transfer of Funds

Dr. Winter asked what the \$35.00 for Culligan is for under #64010 Laboratory Supplies. Ms. Waugh replied it is for the monthly rent for the deionizer we use in our water testing laboratory. Dr. Winter stated the amount seemed high and wondered if we could rent a deionizer at a lower rate elsewhere. Ms. Waugh stated she would ask Purchasing to obtain pricing from other vendors.

Supervisor Bostwick asked what the Welders Supply amount of \$43.88 was for under #64000 Medical Supplies. Ms. Waugh stated that is the charge for the carbon dioxide tanks we use to make dry ice for transporting the vaccines to our satellite clinics.

Chair Brill asked what the Naviant amount of \$550 is for under #62400 Repair & Maintenance Services. Ms. Waugh replied that is the 2010 service contract for our microfiche reader/printer we use to look up sanitary permit & septic system records. Ms. Cain stated the department will most likely not need to renew that maintenance contract after this year, as the department should be able to use a computer-based system to retrieve old septic system records within the next year.

Ms. Wade made a motion to approve the bills for the 2009 Budget as follows: Radon Test Balance Sheet Account in the amount of \$540.00; for the PHER Emergency Response in the amount of \$4,518.13; and for the Health Department's main budget bills for the month of December 2009 in the amount of \$7,611.82. Bills for the 2010 Health Department main budget in the amount of \$24,490.00. Supervisor Peer seconded the motion. MOTION APPROVED.

There are no transfers of funds this month.

Health Department Report

Ms. Cain stated she wished to thank the Board members and the staff of the Rock County Health Department for their support for her since her husband’s death.

State Recertification: Ms. Cain reported to the Board she had recently been notified by the State Division of Public Health that the Rock County Health Department has been recertified as a Level III health department. Mary Young and other State central office staff would like to attend the February 3, 2010 Board of Health meeting to present our certificate to the Board of Health. Chair Brill stated the county administrator and the chair of the Rock County Board of Supervisors should also be invited to attend this meeting.

Department of Agriculture Evaluation: Ms. Cain stated the State Department of Agriculture, Trade & Consumer Protection (DATCP) completed an evaluation of the health department’s Food & Public Lodging Program in December, 2009. The State staff reviewed the health department’s policies & procedures for this program, and accompanied our inspectors on facility inspections as part of the standardization policy. Jackie Phillips and Roger Eychaner, two of the health department’s sanitarians, are considered to be standardized inspectors. The State staff is still reviewing our policies & procedures and will complete a final report to the health department in the next month or so. The exit interview was very complimentary of the work of our program staff. The State staff had some recommendations the health department will consider implementing into our program.

Resolution – Accepting Healthy Homes Mini-Grant and Amending the 2010 Rock County Health Department Budget

NOW, THEREFORE BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this ____day of _____, 2010 does hereby authorize the Rock County Health Department to accept this \$5,800 Healthy Homes mini-grant, and amend the 2010 Rock County Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget at</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds</u>	<u>1/1/10</u>	<u>(Decrease)</u>	<u>Budget</u>
31-3074-0000-42200			
State Aid	-0-	\$5,800	\$5,800
<u>Use of Funds</u>			
31-3074-0000-63110			
Administrative Expense	-0-	\$5,800	\$5,800

Supervisor Joiner made a motion to approve the Resolution. Dr. Peterson seconded the motion. MOTION APPROVED.

Board Approval for Purchase of Multi-Function Copier

Dr. Winter made a motion to approve the purchase of a multi-function copier from IKON in the amount of \$5,453.00. Dr. Peterson seconded the motion. MOTION APPROVED.

Semi-Annual Report – Attendance at Conventions/Conferences

Ms. Cain stated that for the period of July 1, 2009 through December 31, 2009, there was no Rock County Health Department staff person that attended a training, convention, or conference in which costs exceeded \$1,000.00 per event, per employee, whether in-state or out-of-state.

Environmental Health **Newville Well Sampling Program**

Rick Wietersen did a powerpoint presentation for the Board members concerning the Newville/Mallwood Well Sampling Program. From water sampling done in the past, 9 of 15 public wells in this area have had a history of positive bacteria sampling. Three public wells were replaced because they were chronically unsafe. Very little data existed on the water quality of local private wells in the Newville/Mallwood area.

Pre-2008 Flood bacteria results of the Newville/Mallwood area are as follows:

Total number of tests done: 12
Safe results: 9
Unsafe Coliform: 3
Percentage of unsafe: 25%

Concerns were about the condition of 600+ existing private wells, future development of the area, i.e. water quality, and if there is a relationship to geology, flooding, and well construction.

The Rock County Health Department obtained a mini-grant in 2008 from the State of Wisconsin to test 100 wells in the Newville/Mallwood for bacteria, investigate incidence of unsafe wells in the study area, and investigate links to well construction or geology of the area. The 2008 flood then occurred, which put the activities of this mini-grant on hold until 2009.

Due to the flooding, 128 flood-related well samples were collected (not part of the mini-grant). Results of these 128 samples are as follows:

Safe results: 91
Unsafe coliform: 37
Percentage unsafe: 29%

Implementation of the mini-grant:

- June 5, 2009: 619 letters were sent to residents with wells in the study area.
- June 22-July 1, 2009: 97 samples were collected and analyzed.

Grant Period Only Results of Water Testing:

Total number of tests: 97
Safe results: 82
Unsafe Coliform: 15
Percentage unsafe: 15%

Conclusions from the grant project:

- The incidence of unsafe wells was similar to the county average of 15-20%
- Only 1 of 21 wells unsafe in the flood retested unsafe in 2009
 - a. Remedial action on wells was successful
 - b. Aquifer does not appear to be impacted by flooding

- Well construction, age of wells, and maintenance of wells appear to be the key factors in the incidence of unsafe wells

Public Health Nursing

Pathways to Healthier African American Families in Beloit Project Report

Ms. Zoellner stated both she and Casey Stubbs, a public health nurse at our Beloit office, along with Judy Wade of the Rock County Board of Health are members of the current African American Infant Mortality Coalition.

Beloit, Racine, Kenosha, and Milwaukee will all receive funding from the Wisconsin Partnership Program to combat racial disparity in infant mortality.

Ms. Zoellner presented the following report to the Board of Health:

Current information:

African American infant mortality is the rate of death in the first year of life per 1,000 live births. The rate for all infants in Rock County is above the state average (7.87 deaths/1,000). The rate for African American infants in Beloit is around 19 deaths/1,000. This means that an African American infant in Beloit is three times more likely to die before their first birthday than a Caucasian baby. Most common causes of death are extreme prematurity and unsafe sleep environments.

“Pathways to Healthier African American Families in Beloit” – a Maternal Child Health Collaborative

- This is a collaborative that is being formed in Beloit to begin the process of planning for strategies to combat infant mortality. The fiscal agent is the Stateline Foundation.
- The collaborative is in development at present. Membership will be 11 agencies/service providers that have provided letters of support, community members, and hopefully will include a broad representation of stakeholders in the city of Beloit.
- The planning grant request is now being written in final form and will be submitted to the Wisconsin Partnership Program by the end of January, 2010. Anticipated funding is \$200,000 for one year (4/10-4/11).
- Grant is for planning and will include:
 - a. Hiring a full time project manager
 - b. Conducting workshops for the collaborative and the community
 - c. Developing a needs assessment and obtaining data from the community
 - d. Reviewing best practices to combat African American infant mortality
 - e. Including site visits to communities that have successful programs
 - f. Establishing a list of preferred strategies
 - g. Eliciting applications for service provision
- Our current agency participation:
 - a. Continue to provide representatives to the African American Infant Mortality Coalition (this group will continue to provide education and awareness)
 - b. Provide representation and a letter of support to the Pathways collaborative
 - c. Rock County Health Department’s nursing director is currently on the bylaws committee establishing the basic structure of the collaborative
 - d. Consider strategies that may fit into the needs of the community and utilize our strength in the delivery of public health services

Communications and Announcements

None at this time.

Adjournment

Ms. Wade made a motion to adjourn the meeting. Dr. Winter seconded the motion. MOTION APPROVED.
Meeting adjourned at 7:24 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health