

MINUTES OF BOARD OF HEALTH MEETING
May 4, 2011

Meeting was called to order by Vice Chair Peer at 6:01 p.m.

Board of Health Members Present: Vice Chair Peer, Supervisor Bostwick (left at 7:00 p.m.), Supervisor Thompson, Dr. Best, and Dr. Winter.

Board of Health Members Absent: Chair Kraft, Dr. Peterson, Jim Rooney, and Judy Wade.

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

Others Present: Emily Harris – Edgewood College student nurse.

Adopt Agenda

Supervisor Bostwick made a motion to approve the agenda. Dr. Best seconded the motion. MOTION APPROVED.

Approval of Minutes 4/6/11

Dr. Best made a motion to approve the minutes of the 4/6/11 Board of Health meeting. Dr. Winter 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

Dr. Winter made a motion to approve the bills for the month of April, 2011 in the amount of \$4,139.72. Dr. Best seconded the motion. MOTION APPROVED.

There are no transfers of funds this month.

Health Department Report

Ms. Cain thanked the members of the Board of Health who are not county board supervisors for accepting reappointment to the Board of Health for an additional 2 years.

Bradford Dairy: Ms. Cain distributed letters that were received at the health department today from Dwight Brass that were addressed to each Board of Health member, and she also distributed a copy of the response letter to Mr. Brass from Chair Kraft concerning the Bradford dairy.

Ms. Cain stated Rock County Health Department contacted Marathon County, Winnebago County, Fond du Lac County, and Brown County in Wisconsin concerning CAFO (concentrated animal feeding operation) regulations in their counties. Marathon County does have an ordinance for CAFOs that is enforced through the Conservation, Planning and Zoning Department, and they charge the CAFO \$1,000 for their permit. None of the other three counties have an ordinance in place concerning CAFOs. Dr. Winter asked what the status is of the final Health Impact Assessment (HIA) report. Mr. Banwell stated the report is approximately 95% complete. The final report will be reviewed by WDNR and the Division of Public Health and will also be posted on the Rock County Health Department website.

Rx Roundup: Ms. Cain reported that the health department conducted another Rx Roundup on 4/30/11 as part of a national collection being done by the federal Drug Enforcement Agency (DEA). Since the collection was part of the DEA's effort, the cost for the disposal of the collected drugs is being paid by the DEA. The collected drugs were transported to the Wisconsin State Patrol office in DeForest, where they were accepted by the DEA agent. The DEA agent was very impressed with the amount of drugs collected in Rock County. At that point, Rock County had collected more drugs than the previous combined communities/counties had brought in for disposal.

This is the break down by community of the drugs collected on 4/30/11:

Janesville:	474 lbs total,	306 vehicles/participants
Beloit	195 lbs total,	160 vehicles/participants
Edgerton	<u>123 lbs total,</u>	<u>65 vehicles/participants</u>
Total	792	531

Number of pounds of drugs transported to DEA by Rock County Sheriffs office: 805 pounds

Number of pounds of liquids: 193 pounds (non-controlled to be held by health department, controlled to be held by Janesville Police Department)

Number of pounds of aerosols: 5 pounds

Pounds of other: 9 pounds (non-controlled, unexpired, sealed)

2010 Annual Report: Ms. Cain distributed a copy of the 'What Does Rock County Health Department Do For You' 2010 Annual Report to the Board members.

WDNR Visit: Ms. Cain stated that staff from the WDNR recently visited the health department and reviewed the Transient Non-Community Water Sampling program. The WDNR staff were very complimentary of the work completed by the health department's water testing staff.

Dean Foundation/St. Mary's Mini Grant: Ms. Cain stated the Dean Foundation & St. Mary's Hospital will once again be providing a \$2,000 mini grant to Rock County Health Department for the 'Back to Sleep' program.

The health department will use the funds to purchase pack-n-plays for families who can't afford to purchase one for a safe place for their baby to sleep.

Community Health Needs Assessment: Ms. Cain reported she met with staff from the 4 Rock County hospitals in April concerning the Community Health Needs Assessment that is required to be completed by the hospitals. This process will proceed for approximately the next year. Rich Gruber from Mercy Health System has offered a fellow through the Minnesota School of Public Health to compile the data needed to complete the assessment, which will save the money that would be needed to hire an agency to compile the data.

2012 Budget: Ms. Cain stated the Rock County Health Department will be completing a presentation on its 2012 Budget for the joint Finance/Staff Committee in the next few months.

Sublease from WIC: The health department currently subleases 3 offices from the WIC Program at the Eclipse Center in Beloit. The health department uses this space for our Prenatal Care Coordination program. Ms. Cain reported she received a letter from the director of Nutrition & Health Associates, which administers the WIC Program in Rock County, earlier this week. The letter stated Nutrition & Health Associates will not be renewing the health department's sublease after 7/31/11. The health department sees pregnant women ages 21 and over that have medical assistance for Prenatal Care Coordination, which generates approximately \$70,000 in revenue for the department each year. Ms. Cain stated she will be meeting with the director of Nutrition & Health Associates to discuss this matter and see how it can be resolved.

Resolution – Accepting Contribution from Kiwanis Noon Club of Beloit and Amending the 2011 Rock County Health Department Budget

NOW, THEREFORE BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2011 does hereby authorize the Rock County Health Department to accept this grant from the Kiwanis Noon Club of Beloit in the amount of \$500, and amend the 2011 Rock County Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget</u> <u>4/25/11</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
31-3000-0000-46000			
Health Department Contributions	\$1,000	\$500	\$1,500
<u>Use of Funds</u>			
31-3000-0000-64904			
Health Department Sundry Expense	\$1,000	\$500	\$1,500

Dr. Winter made a motion to approve the resolution. Supervisor Bostwick seconded the motion. MOTION APPROVED.

Public Health Nursing

As part of the celebration of National Nurses Week, Ms. Zoellner introduced Ann Klesic, one of the health department's public health nurses. Ms. Klesic will have been employed by the health department for 30 years this year, and has been an active part in the growth of the Rock County Health Department's public health

nursing services. Ms. Klesic presented a brief history to the Board members about her background with the health department.

Ms. Klesic stated when she was hired at the health department, the department's programs included: communicable disease control; school nursing; maternal child health, immunizations, and adult health. A few years later, the health department began an intake/assessment clinic to provide immunizations for children and adults and Lions Club vision exams. When HIV/AIDS became a concern, the health department began HIV testing. Ms. Klesic further explained that along with HIV testing, she conducts Partner Services, which involves contacting sexual partners of persons that have been diagnosed with HIV. Rock County Health Department staff conducts Partner Services not only in Rock County, but also in Green County, Walworth County, and Grant County.

Ms. Klesic also shared with the Board members a story about one of her maternal child health clients, and her client's struggle with past drug addiction, trying to do her best for her children, and accomplish all of this with very little money. Ms. Klesic described how she has helped this client get in touch with community resources to assist her.

The Board members were very appreciative of the information Ms. Klesic shared with them, and Vice Chair Peer stated on behalf of the Board of Health, he wanted to thank the health department's public health nurses for their dedication to the citizens of Rock County.

Environmental Health

New Food Safety Program Initiatives

Mr. Banwell stated the health department's Food Safety & Public Lodging Program has begun some new initiatives, as follows:

Pre-Announced Low Risk Retail Inspections

Approximately 90 retail food establishments in Rock County sell food in very low risk settings. Their food sales are limited to pre-packaged foods and milk, eggs and cheese sold in reach-in coolers, and no food preparation is done. The health department has been exploring ways to make the annual inspection for these facilities more meaningful to the operators and decrease the number of violations. Currently, these facilities receive annual inspections and follow-up if high-risk violations are found. Inspections are unannounced and results are reviewed with a responsible person at the end of the inspection. Often the identified violations are low risk and a repeat of the previous year.

Five facilities were selected to reflect the diversity of the retail food facilities: 2 drug stores, 2 convenience stores, and 1 variety store. Each were contacted in person with a copy of the previous year's inspection, a self-inspection checklist, and a letter explaining:

- The Health Department will come in three weeks to conduct an annual inspection
- The checklist is to help them identify code violations and correct them
- The copy of the previous year's inspection is to help them identify the problems they had last year and have those code violations corrected
- Please call the Health Department with any questions

The results were as follows: Scores on two facilities stayed the same, two facilities improved, and one decreased.

Score Comparisons

<u>Facility</u>	<u>2010</u>	<u>2011</u>
1	97	99
2	96	97
3	93	93
4	100	100
5	93	91

Three out of the five facilities used the provided materials to improve their food safety and inspection results. Two indicated that the pre-scheduling was not very useful. These are comments from the 5 facilities:

- Store Manager Mary stated that the announced inspection gave them a chance to take care of all the items on last year's inspection and the procedure for inspecting was the most helpful as they could self-inspect prior to the health department's visit and know what the health department looks for.
- Store Managers Tammy and Jen were both in agreement that this really helped them. The procedure for inspecting was excellent, and they were quite surprised the health department would try this and felt it was very helpful. They gave the most attention the department has seen in all the inspections, and even found and corrected a few things on their own.
- Tremendous response by the owner to clean up the facility and fix previous violations. The difference was quite noticeable and they want to score 100 in the future. They even were fixing things on this inspection as the health department found them.
- The owner stated it was helpful they knew the health department was coming, but they did not really attempt to fix the issues they have. The procedure for inspecting was of little help for them. Many repetitive items from last year.
- Supervisor Judy said she gave all the information to the manager Brad about the pre-announced inspection and felt he might not have been interested in correcting the issues. Even though the score improved over last year, the same easily fixable items were still not fixed.

After Hours Inspections

Most food facility inspections are conducted by the health department between 8:00 a.m. and 5:00 p.m. Monday through Friday, so the question arises how food facilities operate after normal inspection hours. To try to measure the food safety risk, a program was developed and implemented to visit licensed food facilities after normal inspection hours. This is a preliminary report – the health department plans on conducting after hours visits for a few additional months before further evaluation. The program is staffed with sanitarians assigned a roster of facilities for routine facility inspections, and environmental health technicians who assist the food program with less technical responsibilities. To minimize expense and allow sanitarians to continue routine inspections, the environmental health technicians conduct the after hours inspections, which is structured as follows:

- EH technician contacts the facility management/person in charge and explains they will take a few temperatures and observe the facility operations for approximately 15-20 minutes
- EH technicians are to observe a list of frequent code violations and provide very minimal advice
- Refer to sanitarian for additional advice/consultation
- Concentrate on high risk situations
- When finished, summarize what was observed with the facility management/person in charge on a supplemental form and leave a copy with the person in charge
- Advise that a sanitarian will be contacting them within 3 days

To date, after hours inspections have been conducted at 15 facilities. These are common code violations observed:

<u>Violations</u>	<u>Number of Facilities</u>
Bare hand contact	3
Food temperatures	3
Sanitizer concentration	6
Cross contamination	3
Date marking	5
Hand washing	6

In general, most facilities thought this program was a good idea. A short article was included in the health department's quarterly newsletter announcing the new program, and phone calls have been received from owner/operators who state this program is worthwhile.

Announced Inspection/Training Visits

A survey of food facility operators in 2009-2010 identified a need for providing hands-on training to food handlers specific to the work they do day-to-day. To meet this need, a plan offering training to food handlers at their facility was developed. Sanitarians meet with the facility owners and staff at their convenience, and their latest routine inspection is reviewed with the facility staff; food handling procedures specific to the facility are also critiqued. The owner/operator develops a risk management plan for a critical food handling practice. The facility is contacted after a few weeks to see if any questions have surfaced. Future routine inspections for each facility will be evaluated to determine impact on food safety practices.

To date, 26 food facilities have received announced inspection/training visits. Of these, second year routine inspections have been conducted at 12 facilities, and provide an early opportunity to evaluate the effectiveness of the training offered through this program. The facility owner/operators have been very positive about the program and the training opportunity for their staff. Eight of the twelve facilities have had increases in their inspection scores on an average of 10 points. Score increases ranged from 4 to 20 points. Four facilities experienced a decrease in inspection scores averaging 5 points. Two facilities dropped only one or two points; one dropped six points; one dropped ten points.

<u>Score History</u>	<u>Number</u>	<u>Average Change</u>
Improvement	8	+10
Decline	4	-5
Total	12	+5

The negatives to this program are few and minor. Several visits have been after hours, but the department staff has felt that the effort was very valuable. The health department is encouraged by the initial results of this program and will fully evaluate the program in another year.

Communications and Announcements

In honor of Nurses Week, the Board of Health commends and thanks the Rock County Health Department's public health nurses for their service to Rock County. Vice Chair Peer also thanked Laura Fadrowski, health educator, for her Healthful Hints health news column.

Adjournment

Dr. Best made a motion to adjourn the meeting. Supervisor Thompson seconded the motion. MOTION APPROVED. Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health