



## MINUTES OF BOARD OF HEALTH MEETING

November 2, 2016

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

Board of Health Members Present: Chair Kraft, Supervisor Bostwick, Supervisor Peer, Dr. Konkol, Dr. Winter, Mr. Gresens, Ms. Wade.

Board of Health Members Absent: Supervisor Garrett, Dr. Peterson

Staff Members Present: Marie-Noel Sandoval – Health Officer; Timothy Banwell – Environmental Health Director; Deborah Erickson – Nursing Supervisor; Sancee Siebold – Nursing Supervisor South Office; Kelly Klingensmith – Community Health Education Coordinator; Dave Pluymers – Assistant Director; Abby Diehl – Health Educator; Jo Ames – Public Health Nurse; Sarah Duncan – Account Clerk; Julie Hernandez, Public Health Nurse; Janalyn Eisele – Public Health Nurse; and Jessica Riedlinger – Administrative Secretary.

Others Present: None at this time.

### Adopt Agenda

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

### Approval of Minutes – 10/5/16

Dr. Winter made a motion to approve the minutes of the 10/5/16 Board of Health meeting. Dr. Konkol seconded the motion. MOTION APPROVED.

### Citizen Participation

None at this time.

### New Business

### Administrative Division

### Review of Bills

The Board reviewed the Health Department's bills for the month of October 2016 in the amount of \$24,234.92.

### Transfer of Funds

None at this time.

## Health Department Report

### In the News

West Nile Virus: Ms. Sandoval reported that the Health Department recently sent out a press release for first confirmed case of West Nile Virus in Rock County.

Meningitis-B: Ms. Sandoval also relayed that UW-Madison is offering free Meningitis-B vaccines to all UW-Madison students. Three UW-Madison students were confirmed to have Meningitis-B. It has not yet been determined whether all three students have the same strain.

HPV: According to Ms. Sandoval, the HPV vaccine recommendations are scheduled to change in January. Children under 15 will now receive two doses instead of three. It has been found that at this age, the immune system is better adjusted to the vaccine.

Obesity: The Wisconsin Obesity Prevention Initiative through UW School of Medicine and Public Health has determined that Rock County ranks 31/72; Janesville 24/38; and Beloit 32/38 according to Ms. Sandoval. The journal with the full findings and studies on socioeconomic status correlation will be out mid-January.

### Surveillance

Ms. Sandoval reported that a local nursing home discovered that they had frozen strawberries contaminated with Hepatitis-A.

Ms. Sandoval also told the Board that there has been one confirmed case of pertussis at a local school.

### Community events/Outreach

Ms. Sandoval told the Board members that the Health Department began its Public Health Rock Stars campaign. The Health Department has a banner that is used for outreach at clinics. Clients can have their picture taken in front of the banner with various rock star props. This reduces the stress of having to receive vaccinations. Ms. Klingensmith added that this also helps improve the Health Department's relationship with the community. It also lightens spirits and increases staff morale.

### Strategic Planning

The Health Department is working on improving infrastructure according to Ms. Sandoval. Staff members are reviewing policies and procedures, standardizing document naming, reviewing educational materials, and standardizing brochures.

### Budget

Ms. Sandoval stated that on October 13<sup>th</sup>, the 2017 budget was presented to the full board. The Health Department requested reallocation of an Environmental Health Tech position to a Sanitarian I position. This reallocation has minimal budget impact. Ms. Sandoval pointed out a difference in the total request. This difference is in the salaries and fringe benefits. It was suggested that the Health Department factor in a 1.5% vacancy factor of \$46,000. The revenue is down due to the Affordable Care Act. The Health Department is not able to administer as many immunizations, and does not provide as much direct care. However, the Health Department is linking clients with other providers that can provide direct care. The recommended tax levy for 2017 is based on revenue being down. Ms. Sandoval noted a 17% decrease in cost allocation. This is attributed to the loss of grants. The HUD grant is ending soon, and the FIMR grant ended earlier this year. The Health Department does have a new asthma grant. Chair Kraft asked about operational costs, capital, and improvements. Ms. Sandoval replied that one printer and two computers will be purchased with the Preparedness Grant. She will have to request special permission to purchase these items.

## Personnel

Ms. Sandoval told the Board members that changes in the Fair Labor Act are set to take place 12/1/16. Eleven of the Health Department employees will be impacted. The changes apply to exempt / non-exempt status based on salary and job requirements. Some of the employees will be going from hourly to salary. This will affect the Sanitarians, Health Educators, and Nursing Supervisors. They will not be eligible for comp time, and have to flex their time within each pay period. The Health Educators will now start with three weeks of vacation instead of two.

Ms. Sandoval stated that interviews are being held for the Environmental Health Director position. The part time Public Health Support Specialist position has been filled. Megan will be starting on Monday. The Environmental Health Supervisor position will be posted once a Director has been hired.

The Health Department staff retreat will be taking place tomorrow according to Ms. Sandoval. UW-Extension will be presenting an Ages seminar followed by a surprise activity. This will be held at Rock Haven.

Ms. Sandoval gave an update on the Employee Engagement Survey that was conducted by Rock County. The Health Department will pick two areas to work on throughout the next year. The staff members were asked to choose and rank three areas of interest. This will determine which areas the Health Department will work to improve.

The new Health Department staff members introduced themselves:

Sarah Duncan is the new account clerk II. She will be working to modernize the Health Department's record keeping system. She was previously working as a bookkeeper for last few years. She is currently working on her Master's degree. She was previously a teacher.

Julie Hernandez is a new Public Health Nurse. She used to work at Mercy in surgical pediatrics. She is from Chicago and grew up on public health.

Janalyn Eisele is a new Public Health Nurse. She previously worked in surgical pediatrics and home health for Mercy for three years. She is excited to help the community.

Abby Diehl is the new Health Educator. She grew up in Sauk Prairie and received her Bachelor's degree from UW-Lacrosse. She obtained her Master's degree from Colorado State University. She is currently heading the Health Department's materials review committee.

Kelly Klingensmith is the new Community Health Education Coordinator. She holds a Master's in Public Health from UW-Madison. She worked in banking for 6 years. She is originally from Beloit.

Dave Pluymers is the new Assistant Director. He will be helping to lead the Health Department's strategic planning process. He has worked for health departments in Oregon and Wisconsin, the CDC, and was most recently the Southern Regional Director for Wisconsin Division of Public Health. His expertise is in public health practice. He is pleased with the support that the Rock County Health Department receives from Josh and the Board. He likes the direction that the Health Department is going.

## 2017 Budget Review

Chair Kraft mentioned the proposed service charge fees and increases. Half of the fees have a \$5 increase. Mr. Gresens asked how this compares with others in the state. Mr. Banwell replied that it is fairly comparable. Chair Kraft asked how the Health Department will notify clients of the increase. Mr. Banwell replied that when renewal notices are sent in May, the increased fee will be shown on the notice. He stated that this is how it has been done in the past, and there have not been any issues.

Supervisor Peer made a motion to accept the 2017 budget as proposed. Dr. Konkol seconded the motion. MOTION APPROVED.

**Resolution – Recognizing Timothy Banwell for Service to Rock County**

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this \_\_\_\_\_ day of \_\_\_\_\_ 2016, does hereby thank Timothy Banwell for his dedication and contributions to the citizens of Rock County; and,

BE IT FURTHER RESOLVED that a copy of this resolution be presented to Timothy Banwell with the Rock County Board of Supervisors’ best wishes for his future plans.

Dr. Winter made a motion to approve the resolution. Mr. Gresens seconded the motion. MOTION APPROVED.

**Public Health Nursing**

**Safe Sleep Initiative**

Ms. Erickson reminded the Board members of her recent Sudden Unexpected Infant Death presentation. One of the issues addressed was safe sleep habits and environments. The Health Department is working on common messaging with home visits and other agencies. The Health Department has met with Child Protective Services, hospitals, and WIC and presented information at the recent senior fairs.

Ms. Diehl and Ms. Ames did a PowerPoint presentation for the Board members:

**Sleep Baby Safe - A train-the-trainer program from Children’s Health Alliance**

Infant mortality in the U.S., 2010

- 6.1 per 1,000 live births

U.S. Infant mortality by race, 2009

- Total 6.4
- Non-Hispanic White 5.3
- Non-Hispanic Black 12.4
- Hispanic 5.3
- American Indian/Alaska Native 8.5
- Asian/Pacific Islander 4.4

Leading causes of infant death

- Preterm birth (born early and often too small)
- Serious birth defects
- Maternal complications of pregnancy
- Sudden Infant Death Syndrome (SIDS)
- Injury (including suffocation)

Infant sleep-related deaths

- During 2013 -14, 118 infants died in unsafe sleep environments in 33 different counties

AAP safe sleep guidelines

- Alone, on Back, in Crib and in Smoke-free air
- Back-to-sleep
  - Babies are less likely to choke on their backs

- Share a room...not a bed
  - Promotes breastfeeding easily
  - Promotes bonding safely
  - Avoids risks of bed sharing
- Avoid overheating
  - Set room temperature to what is comfortable for adults
  - Dress baby to be comfortable
  - Use a sleep sack
- Always sleep on a firm surface
  - NOT the swing
  - NOT the car seat
- Use a safe crib or Pack N' Play
  - Alternative sleep surfaces
    - Basket
    - Box or carton
    - Drawer
    - Washtub

#### Cultural tradition

- Why families might not embrace the AAP guidelines
  - Comfort of baby or adult
  - Convenience
  - Safety
  - Prior experience with other children or own childhood
  - Advice from family members or friends
  - Lack of space for a crib
  - Lack of a crib (money or access)
  - Differing information or knowledge
  - Mixed messages from health care providers
  - Information is not culturally competent

Dr. Winter asked if the Health Department was still able to provide Pack N Plays. Ms. Erickson replied that the Health Department used to have a grant that allowed them to provide Pack N Plays to those who were unable to afford a crib. This grant is no longer available. Ms. Wade asked how much cribs cost. Ms. Erickson replied that they can be anywhere from \$50 to over \$100. Dr. Winter suggested that maybe people can donate Pack N Plays to an organization such as Coats for Kids that already has a method to distribute goods to families in need. Ms. Ames replied that in the past there was been some reluctance from some organizations due to the risk of bed bugs, safety concerns, etc.

#### **Communications and Announcements**

None at this time.

#### **Adjournment**

Supervisor Bostwick made a motion to adjourn the meeting. Ms. Wade seconded the motion. MOTION APPROVED. Meeting adjourned at 6:54 p.m.

Respectfully submitted,

Jessica Riedlinger, Recorder

Not Official Until Approved by the Board of Health