

MINUTES OF BOARD OF HEALTH MEETING
February 3, 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. Best, Dr. Winter, and Ms. Wade.

Board of Health Members Absent: Mr. Rooney.

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

Others Present: Mary Young – Director of State of WI Division of Public Health Southern Regional Office; Sandy Breitborde – Director of State of WI Bureau of Communicable Disease; Craig Knutson – Rock County Administrator; and Sandra Kraft – Vice Chair Rock County Board of Supervisors.

Introductions

Chair Brill asked everyone present to introduce themselves, and state their occupation and membership of the Board of Health, if applicable.

Adopt Agenda

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

Approval of Minutes 1/6/10

Supervisor Peer made a motion to approve the minutes of the 1/6/10 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

Chair Brill asked what the status is on obtaining a better price for the deionizer rent. Ms. Waugh replied that Rock County Purchasing is working on that now, and we should have an answer for the March 3, 2010 Board of Health meeting.

Supervisor Joiner made a motion to approve the bills for the 2009 Budget as follows: Consolidated Contracts in the amount of \$1,358.20; for the PHER Emergency Response in the amount of \$516.00; and for the Health Department's main budget bills for the month of January 2010 in the amount of \$616.10. Bills for the 2010 PHER Emergency Response in the amount of \$256.00; and bills for the 2010 Health Department main budget for the month of January, 2010 in the amount of \$13,924.10. Dr. Peterson seconded the motion. MOTION APPROVED.

There are no transfers of funds this month.

Resolution – Accepting Prescription Drug Collection 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 the Prescription Drug Collection Grant in the amount of \$3,500 from the Wisconsin Department of Agriculture, Trade and Consumer Protection, and amend the 2010 Rock County Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds</u>	<u>1/19/10</u>	<u>(Decrease)</u>	<u>Budget</u>
31-3000-0000-42200 State Aid	\$23,800	\$3,500	\$27,300
<u>Use of Funds</u>			
31-3000-0000-64900 Other Supplies/Expense	\$5,500	\$3,500	\$9,000

Supervisor Bostwick made a motion to approve the resolution. Ms. Wade seconded the motion. APPROVED.

Health Department Report

Weekly Immunization Clinic at Faith Lutheran Church: Ms. Cain stated that for the past 24 years, the health department has conducted an immunization clinic at Faith Lutheran Church in Janesville every Thursday afternoon. This meant department staff needed to pack needed vaccines and supplies, along with laptop computers and printers to take to this clinic site every week. Internet access has been problematic at times at this clinic, which makes it difficult to retrieve needed immunization records from the Wisconsin Immunization Registry (WIR). The health department surveyed immunization clinic clients to find out if they would continue to utilize our Thursday afternoon clinic if the site was moved from Faith Lutheran Church to the health department's Janesville office. Only 1 person responding to the survey stated they probably wouldn't come to the health department's office site because it wouldn't be as convenient as coming to Faith Lutheran Church. Therefore, the health department will begin offering its weekly Thursday afternoon immunization clinic at the health department's Janesville office on Thursday, March 4, 2010. Public service announcements and flyers will be done, along with the health department's website being updated, to announce the change of site for the immunization clinic. Ms. Cain also stated the department will be sending a letter of thanks to Faith Lutheran Church for their willingness in providing an immunization clinic site for the health department at no charge for the past 24 years.

Health Department vacancies: Ms. Cain stated the vacant 0.4 FTE Sanitarian position has been filled, and the person will begin employment on March 8th. Ms. Cain also reported the department has hired a Health Educator, and the person will begin employment on February 22nd.

Resignation: Ms. Cain stated one of the public health nurses at the health department's Beloit office has resigned.

Additional Immunization Grant Dollars: Ms. Cain reported she has been notified by the State Division of Public Health that the health department will be receiving approximately \$34,000 in additional Immunization Grant funding. These funds are part of the federal stimulus program. The department would be able to purchase some equipment with these dollars, and is also considering expanding HPV (human papilloma virus) vaccine service with First Choice Womens Health Center. There is also a possibility that this vaccine may be available for males sometime in the future.

Dean Foundation Mini-Grant: Ms. Cain also reported the health department will be receiving another \$2,000 mini-grant from the Dean Foundation for their Back to Sleep Campaign. The health department was the recipient of this mini-grant in 2009, and we were able to purchase approximately 10 new, safe baby cribs for families who were unable to purchase a baby crib themselves.

For March 3, 2010 Board of Health meeting: The health department would like to see an increase in the sampling of Rock County private wells. The department is currently working with the Towns Association to encourage private well testing. Ms. Cain stated she and Mr. Banwell would like to discuss the possibility of offering discounted private well testing at the March 3rd Board of Health meeting. Certain townships would be targeted for a certain time period for this well testing.

Presentation of Level III Health Department Designation by State Division of Health

Mary Young, Director of the Southern Regional Office of the State Division of Public Health, stated that every 5 years, the Division of Public Health evaluates every health department in Wisconsin. The Rock County Health Department had its evaluation in September, 2009. Ms. Young reported the Rock County Health Department did a wonderful job during this evaluation, and she was impressed with the support of the Board of Health. She presented a plaque to Karen Cain, Chair Brill, and Craig Knutson that states as follows:

Certificate of Designation
Wisconsin Department of Health Services

Rock County Health Department

Is a local health department in good standing with the statutes set forth by the
Wisconsin Department of Health Services, Division of Public Health

on *September 16, 2009*

It has been determined that this local health department meets the requirements and is so designated as a

Level III

In accordance with DHS 140.07(4) this designation is in force up to 5 years

The certificate is signed by Dr. Seth Foldy, State Health Officer and Administrator of the Division of Public Health.

Ms. Young stated the Level III is the highest designation for a local health department in Wisconsin.

Dr. Peterson asked how many Level III health departments there are in Wisconsin. Ms. Young replied that out of 93 local health departments in Wisconsin, only 30 have achieved Level III designation.

Introduction to Bureau of Communicable Disease – State Division of Health

Sandy Breitborde, Director of the Bureau of Communicable Disease of the State Division of Health, stated the Bureau of Communicable Disease consists of 6 programs:

Communicable Disease Epidemiology	Public Health & Hospital Preparedness
Immunization Program	Emergency Medical Services
AIDS/HIV Program	Sexually Transmitted Infections (STI's)

Activities of this Bureau include:

- Surveillance of communicable diseases and any outbreaks
- Immunization Program: major H1N1 campaign & stimulus funding for immunizations
- Reduce hospital-associated infections
- AIDS/HIV and STI's:
 1. Prevention and control of those diseases
 2. Rely on local health departments for follow-up
 3. Highest numbers of reported communicable diseases are STI's
 4. HIV is on the rise in some parts of Wisconsin
- Preparedness
 1. H1N1 Activities
 - Received federal Public Health Emergency Response (PHER) funding
 - These funds were diverted to local health departments
 - Watching for third wave of H1N1

Services provided by this Bureau:

- Technical expertise of physicians, veterinarians, nurses, & epidemiologists to support local health departments
- Wisconsin Immunization Registry (WIR): Goal is to have all Wisconsin residents included in this computer program so that all medical providers in Wisconsin can see what immunizations have been administered and on what dates
- New tracking system is being implemented: Wisconsin Epidemiological Disease Surveillance Service (WEDSS)

Dr. Winter asked Ms. Breitborde how many staff work in this Bureau? Approximately 106 staff, including interns.

Public Health Nursing

Meeting Agency Goals for Emergency Preparedness for 2009

Debbie Erickson gave a report to the Board concerning Emergency Preparedness.

History:

The Emergency Preparedness Grant originally was begun in response to the 9/11 Attack. Rock County Health Department began receiving funding from the grant in 2004. Pandemic Influenza Planning has been part of the Emergency Planning Grant.

Over the years, the department has completed the objectives in various ways:

- One staff member
- A contracted Emergency Preparedness Coordinator
- Two staff members coordinating and training the rest of the staff.

Past objectives have pertained to various topics, such as: exercises of emergency response; risk communication; disease surveillance; and pandemic influenza planning.

Funding:

In 2009, the Rock County Health Department received a grant in the amount of \$94,311 for Emergency Preparedness.

For 2010, we are anticipating receiving \$90,264 in grant dollars.

The Public Health Emergency Response (PHER) funding of \$332,000 was additional dollars awarded for the response to the H1N1 pandemic.

2009 Objectives:

Objective 1: Health Department will engage in a continuous planning process with local and regional partners to respond to public health emergencies.

- Pandemic Influenza Planning and Preparedness Committee meets quarterly and is comprised of over 25 key partners including Emergency Management, Human Services, Hospitals, Clinics, Law Enforcement, Fire, Schools, and Businesses
- Rock County Health Department sent 46 Critical Health Update e-mails to over 100 key community partners throughout the H1N1 outbreak

Objective 2: Health Department staff will meet the appropriate competencies for their assigned emergency preparedness roles.

- Each Rock County Health Department staff member participated in a competency assessment
- Specific staff training was implemented on Incident Command System (ICS) structure and functions of each position

Objective 3: Health Department staff will participate in a mass clinic exercise or real event that meets CDC requirements

- Rock County Health Department staff participated in a Pandemic Influenza Community Containment Tabletop Exercise on April 2, 2009
- Rock County Health Department staff participated in an actual Pandemic Influenza Outbreak

Objective 4: Health Department staff will collaborate with community partners to develop an integrated public health response addressing At-Risk populations during public health emergencies.

- Rock County Health Department staff met with several key community partners representing at-risk groups for H1N1:
 1. Department of Obstetrics and Gynecology of Mercy Health Systems and Beloit Hospital, representing the at-risk pregnant client and families of less than 6-month-old children
 2. Developmental Disability Coalition representing developmentally challenged clients
 3. Rene Bue, Hispanic Culture Liaison representing Hispanic population
 4. Many school officials representing at-risk school-age population
 5. Rock County Council on Aging representing the senior population

Objective 5: Health Department's participation in the process of restructuring existing consortium

- Rock County Health Officer is an active participant in the consortium
- The consortium recently hired a Consortium Coordinator

Environmental Health

Food Protection Program Report

Mr. Banwell circulated copies of a report of the scores for the inspections done in the last year for the Food Protection & Public Lodging Program.

The total number of facilities the health department inspects increased from 1997-2009, mainly due to the 2006 merger with the City of Beloit Health Department. There were 907 public facility permits issued by Rock County Health Department in 2009.

Critical Violations that may be seen on an inspection of a facility include:

- Improper temperatures of food
- Improper sanitizing of equipment/utensils
- Bare-hand contact with ready-to-eat food
- Cross-contamination
- Toxic product storage
- Inadequate cooking of food
- Unsafe sources

The average annual facility scores have improved each year, along with the percentage of annual inspections with no critical violations.

The percentage of facilities with scores below 70 has decreased.

If a facility has a score of 60 or below with 20 or more points of critical violations, the health department will close the facility until a reinspection by the health department shows an improvement in their score. When a reinspection needs to be done, a reinspection fee is charged to the facility by the health department.

Dr. Winter asked how long the average inspection of a facility lasts. Mr. Banwell replied the average inspection lasts approximately 2 hours.

Communications and Announcements

Dr. Winter stated there has been an increase in the use of chewing tobacco among middle school and high school students, which is very detrimental to the oral health of these persons.

EXECUTIVE SESSION: Per Section 19.85(1)(c), Wisconsin Statutes – Performance Evaluation of Health Officer

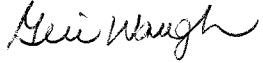
Supervisor Peer made a motion to go into Executive Session. Ms. Wade seconded the motion. MOTION APPROVED by unanimous roll call vote.

Dr. Best made a motion to go out of Executive Session. Supervisor Joiner seconded the motion. MOTION APPROVED.

Adjournment

Supervisor Joiner made a motion to adjourn the meeting. Supervisor Peer seconded the motion. MOTION APPROVED. Meeting adjourned at 7:40 p.m.

Respectfully submitted,



Geri Waugh, Recorder

Not Official Until Approved by the Board of Health