



ROCK COUNTY BOARD OF HEALTH
WEDNESDAY, SEPTEMBER 01, 2021

6:00 P.M.

CALL: 1-312-626-6799

MEETING ID: 466 495 1759

AGENDA

NOTE: THIS IS A TELECONFERENCE

Join Zoom Meeting

<https://us02web.zoom.us/j/4664951759>

Meeting ID: 466 495 1759

One tap mobile

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Join by Skype for Business

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Board Members who are unable to attend the meeting, **please** contact Lou Peer (295-5210) or Melissa DeWitt (295-7417). Thank you.

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



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WEDNESDAY, SEPTEMBER 01, 2021
6:00 P.M.

JOIN FROM A TELEPHONE:

- ON YOUR PHONE, DIAL THE PHONE NUMBER PROVIDED ABOVE
- ENTER THE MEETING ID NUMBER WHEN PROMPTED, USING YOUR DIAL-PAD.
- PLEASE NOTE THAT LONG-DISTANCE CHARGES MAY APPLY. THIS IS NOT A TOLL-FREE NUMBER.
- BOARD MEMBERS: PLEASE IDENTIFY YOURSELF BY NAME
- PLEASE MUTE YOUR PHONE WHEN YOU ARE NOT SPEAKING TO MINIMIZE BACKGROUND NOISES
- WE ARE NEW AT HOLDING MEETINGS THIS WAY, SO PLEASE BE PATIENT

INSTRUCTIONS FOR THE HEARING IMPAIRED -

HTTPS ://SUPPORT.ZOOM.US/HE/ EN-US/ ARTICLES/2072 7973 6-GETTING-STARTED-WITH-CLOSED-CAPTIONING

1. Call to Order
2. Adopt Agenda
3. Approval of Minutes – (8/4/2021)
4. Citizen Participation
5. New Business
 - A. Administrative Division
 - (1) Review of Payments
 - (2) Transfer of Funds over \$5,000
 - (3) Public Health Department Report
 - a. COVID Response Update
 - b. RCPHD Program Spotlight
 - c. Public Health Spotlight
 - d. Budget
 - e. Workforce
 - B. Resolution: Accepting Additional Public Health Consolidated Contract Grant Funds and Amending the 2021 Rock County Public Health Department Budget
6. Communications and Announcements
7. Adjournment

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MINUTES OF BOARD OF HEALTH MEETING

August 04, 2021

Call to Order: Meeting was called to order by Chair Peer at 6:00 p.m.

Board of Health Members Present: Chair Peer, Supervisor Rynes, Dr. Meyers, Dr. Winter, Debra Kolste, Dr. Somaraju and Supervisor Williams.

Board of Health Members Absent: Eric Gresens

Staff Members Present: Katrina Harwood – Health Officer/Director; Michelle Bailey – Assistant Health Officer/Director; Rick Wietersen – Environmental Health Director; Nick Zupan – Epidemiologist; Anne Weirich – Public Health Nurse; Olga Myers – Public Health Nurse; and Melissa DeWitt – Public Health Support Specialist.

Others Present: Tami – Citizen; Sheryl – Citizen

Roll Call

Chair Peer asked for the roll call. At roll call Chair Peer, Supervisor Rynes, Dr. Winter, Ms. Kolste, Dr. Meyers, and Supervisor Williams were present. Dr. Somaraju joined after roll call. Eric Gresens was not present. 6 PRESENT. 2 ABSENT.

Adopt Agenda

Debra Kolste made a motion to adopt the agenda. Shirley Williams seconded the motion. MOTION APPROVED.

Approval of Minutes – 7/7/2021

Dr. Meyers made a motion to approve the minutes of the 7/7/2021 Board of Health meeting. Dr. Winter seconded the motion. MOTION APPROVED.

Citizen Participation

New Business

Administrative Division

Transfer of Funds Over \$5,000

No transfer of funds over \$5,000.

Review of Payments

The Board reviewed the Health Department's July payments in the amount of \$695.03.

Health Department Report

COVID Response Update

Katrina Harwood shared a slideshow of the representation of the work that the Health Department is involved in for the county-wide COVID-19 response. For testing, the site at Blackhawk Technical College that was supported by the Wisconsin National Guard (WING) and Rock County closed at the end of July. Since then, other available testing options have been promoted widely. Staffing has been adjusted as needed in regards to contact tracing and surge staff as COVID numbers have increased. The Rock County Public Health Department continues to coordinate the Vaccine Advisory Committee, while also continuing to support several school-based vaccine clinics. The AMI vaccine clinic at Blackhawk Technical College will continue to administer vaccines in the parking lot on campus on Tuesdays (11 a.m. – 5 p.m.) and Thursdays (11 a.m. – 3 p.m.). They will also continue to serve as a resource for home-based and mobile-based vaccine administration on an as-needed basis. Last week, Rock County moved from a moderate to substantial community transmission category according to the most recent CDC tracker for COVID activity across the country. We anticipate a bounce in categories as numbers change. A mask recommendation has been put in place, with the hopes of community members following the recommendation.

Surveillance: Nick Zupan provided the Board members with the current COVID-19 data.

RCPHD Program Spotlight

Communicable Disease Program Overview

- Reportable Conditions/Illnesses
 - LHDs have primary responsibility for communicable disease follow-up
 - Local health “may do what is reasonable and necessary for the prevention and suppression of disease” – Wis. Stat. 252.03(2)
 - Local health officers “shall promptly take all measures necessary to prevent, suppress and control communicable diseases...” – Wis. Stat. 252.03(1)
- Categories of Disease
 - Category 1
 - These are more severe illnesses based on transmissibility, severity, or other urgent factors
 - Providers must communicate via phone to health officer or department designee
 - Providers must provide all case information within 24 hours to Wisconsin Electronic Disease Surveillance System
 - Category 2
 - Less severe, but still reported
 - Case information and all records reported to the health department through WEDSS within 72 hours
- What happens when a disease is reported?
 - WEDSS
 - Information on patient, lab records, other relevant information
 - Define as confirmed, probably, suspect, or not a case
 - Investigation and Follow-up
 - Gather more information on patient – contact healthcare provider
 - Symptom onset



MINUTES OF BOARD OF HEALTH MEETING

August 04, 2021

- Care plan
- Diagnosis
- Contact patient
 - Incident report – complete investigation form associated with illness
 - Verify appropriate treatment
 - Gather more information as needed to complete patient record
 - Helps determine source and risks
 - Provide education and prevention information – isolation
- Follow-up with Contacts
 - Depending on illness, contact investigation
 - Quarantine when necessary
- Outbreak Investigation
 - Considered a Category 1 reportable condition
 - Work with state health department
 - Multiple reportable illnesses based on a possible common source
 - Based on severity and contagiousness of illness
 - Examples: contaminated water, contact with animals, nursing home
 - Scenarios
 - GI outbreak – Campylobacter
- Surveillance
 - Most common reportable conditions
 - Chlamydia Trachomatis infection, Pertussis, Gonorrhea, Influenza-associated hospitalization, Hepatitis C, etc.

Budget

Katrina Harwood reported on our current budget timeline

- April 30, 2021: Budget “kick-off”
- June 4, 2021: Personnel requests
- June 11, 2021: IT requests
- July 26, 2021: Budget due
- September 7, 2021: Budget meeting
- October 15, 2021: Administrator’s recommended budget
- November 9, 2021: Adoption of the county budget

Katrina Harwood reported on the current Budget Overview

	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Estimate</u>	<u>2022 Request</u>
Revenue	\$750,294	\$683,493	\$691,700	\$639,200	\$704,576
Cost Allocations	(\$333,931)	(\$1,841,712)	(\$303,604)	(\$608,727)	(\$311,945)
Total Expenses	\$2,910,124	\$1,852,962	\$3,351,599	\$4,166,594	\$4,496,042

- Personnel Requests

<u>Type of Request</u>	<u>Original Position/From</u>	<u>New Position/To</u>	<u>Request</u>
New Position		Public Health Strategist	4.0
Retitle	Health Educator	Public Health Strategist	3.0
Reclassification	Community Health Ed. Coord.	Public Health Supervisor	1.0
Reclassification	Administrative Services Supervisor	Support Services Supervisor	1.0
FTE Increase	Environmental Health Specialist		.6

- 2022 Proposed Revenue

- Public Facility Permits
- Sanitarian Fees
- Sanitarian Permits
- TNC Well Program
- Vaccine Fees
- Laboratory Services
- Lead Services
- Radon Test Kits
- TB Dispensary

- 2022 Proposed Expenses

- Personnel
- IT
- Facilities
- Software
- Courier
- Interpreter Fees
- Per Diems
- Postage
- Printing
- Publications/Subscriptions/Dues
- Services
- Supplies
- Telephone
- Training
- Travel

Pending Grant Applications

- Wisconsin Partnership Program, University of Wisconsin School of Medicine and Public Health: Strengthening Community Solutions to Improve Black Maternal and Infant Health
 - Invited to submit full application (due 8/23/21)



MINUTES OF BOARD OF HEALTH MEETING

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Workforce

Katrina Harwood reported on current workforce updates.

New staff

- Volunteer Medical Advisor

Current Position Vacancies

- PT Environmental Health Specialist (interviews complete)
- Public Health Supervisor (recruitment closed 7/30/21)
- Public Health Policy Specialist (recruitment closes 8/6/21)
- Public Health Data Scientists (recruitment closes 8/6/21)
- Public Health Planner (recruitment closes 8/6/21)
- Public Health Nurse (opening to be posted)

Resolution: Accepting United States Food and Drug Administration (FDA) Equipment Grant and Amending the 2021 Rock County Public Health Department Budget

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 does hereby authorize the Rock County Public Health Department to accept this grant in the amount of \$5,695, and amend the 2021 Rock County Public Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget 01/01/2021</u>	<u>Increase (Decrease)</u>	<u>Amended (Budget)</u>
<u>Source of Funds</u>			
31-3114-0000-42100 Federal Aid	-0-	\$5,695	\$5,695
<u>Use of Funds</u>			
31-3114-0000-63407 Computer Supplies	-0-	\$5,695	\$5,695

Supervisor Rynes made a motion to accept the resolution. Dr. Meyers seconded the motion. MOTION APPROVED.

Resolution: Recognizing Dr. William Clanfield for 31 Years of Service as Medical Advisor for the Rock County Public Health Department

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 moves to recognize Dr. William Clanfield for his 31 years of service to the Rock County Public Health Department and to residents of Rock County.

Debra Kolste made a motion to accept the resolution. Dr. Winter seconded the motion. MOTION APPROVED.

Communications and Announcements

Nothing to report.

Adjournment

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

Respectfully Submitted,

Melissa DeWitt, Recorder

Not Official Until Approved by the Board of Health

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Board of Health
INITIATED BY



Katrina Harwood
DRAFTED BY

Board of Health
SUBMITTED BY

August 23, 2021
DATE DRAFTED

Accepting Additional Public Health Consolidated Contract Grant Funds and Amending the 2021 Rock County Public Health Department Budget

1 **WHEREAS**, the Wisconsin Department of Health Services administers the Preventative Health and
2 Health Services Block Grant, which provides funding to local health departments; and,
3

4 **WHEREAS**, the funding is intended to support work related to developing community health
5 improvement processes and plans; implementing community-based interventions; and for activities
6 related to national public health accreditation and meeting national public health performance standards;
7 and,
8

9 **WHEREAS**, additional funding is available to local health departments for the above activities and to
10 support the department's COVID-19 response; and,
11

12 **WHEREAS**, Rock County Public Health will utilize the additional funding to support COVID-19
13 response and the development of a Community Health Assessment; and,
14

15 **WHEREAS**, the funding is for the time period of October 1, 2020-September 30, 2021.
16

17 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
18 assembled this _____ day of _____, 2021 does hereby authorize Rock County Public
19 Health Department to accept additional funding of \$3,490 through the Preventative Health and Health
20 Services Block Grant and amend the 2021 Rock County Public Health Department budget as follows:
21

<u>Account/Description</u>	<u>Budget 2021</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
Federal Aid			
31-3025-0000-42100	\$16,307	\$3,490	\$19,797
<u>Use of Funds</u>			
Administration Expense			
31-3025-0000-63110	\$16,307	\$3,490	\$19,797

32

Respectfully submitted,

Board of Health

Louis Peer, Chair

Dr. Connie Winter, DDS, Vice Chair

Supervisor Tricia Clasen

Supervisor Shirley Williams

Eric Gresens, R.PH

Dr. Kaitlyn Meyers, DVM, MPH

Supervisor Danette Rynes

Dr. Vijaya Somaraju, MD, MPH, FACP

Debra Kolste

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair Date

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2021 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

FISCAL NOTE:

This resolution accepts and authorizes the expenditure of \$3,490 in additional federal Preventative Health and Health Services Block Grant funding. No County matching funds are required.

/s/Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith
County Administrator

Executive Summary

Wisconsin Department of Health Services has additional funding available to local health departments through the Preventative Health and Health Services Block Grant. This grant funding supports work related to developing community health improvement processes and plans; implementing community-based interventions; and for activities related to national public health accreditation and meeting national public health performance standards. Additionally, in 2021, the funding has been available to support the health department's COVID-19 response.