

MINUTES OF BOARD OF HEALTH MEETING
October 26, 2010

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

Board of Health Members Present: Chair Kraft, Supervisor Peer, Supervisor Bostwick, Dr. Winter, Dr. Best, and Mr. Rooney.

Board of Health Members Absent: Supervisor Thompson, Dr. Peterson, and Ms. Wade.

Staff Members Present: Karen Cain – Health Officer; Janet Zoellner – Nursing Director; Tim Banwell – Environmental Health Director; Deborah Erickson – Nursing Supervisor North Office; Peter Zakarias – Certified Sanitarian I/EH Technician; and Geri Waugh – Account Clerk.

Others Present: None at this time.

Adopt Agenda

Chair Kraft stated that item 6.A.1 needs to be removed from the agenda. Supervisor Bostwick made a motion to approve the agenda as amended. Supervisor Peer seconded the motion. MOTION APPROVED.

Approval of Minutes 10/6/10

Dr. Winter made a motion to approve the minutes of the 10/6/10 Board of Health meeting. Supervisor Bostwick 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

Mr. Rooney noted the health department had an invoice for sharps disposal containers. He stated that the City of Janesville provides sharps disposal containers and asked if the health department was aware of that. Ms. Cain stated the health department will look into that information and see if we would be eligible for those containers.

Supervisor Peer made a motion to approve the bills for the month of October, 2010 in the amount of \$4,136.48; bills for the Child Death Review Grant in the amount of \$2,518.20; and bills for the Healthy Homes Grant in the amount of \$155.70. Dr. Winter seconded the motion. MOTION APPROVED.

2011 Budget Review

Ms. Cain stated the 2011 Budget includes a request for reclassification for the health department's 2.6 FTE health aides and 2.0 FTE administrative assistants to a new title of Public Health Support Specialist. If these reclassifications are approved for the 2011 Budget, the current 2.6 FTE health aide positions would need to be posted as of 1/1/11.

Ms. Cain stated the health department will need to find an additional \$20,000 in grant funds for 2011. The department's health educator recently attended a grant writing workshop, so the department should be able to be awarded these additional grant funds.

Ms. Cain stated the public health nurses' union contract has been settled. There won't be a pay increase for the public health nurses for 2010; however, there will be a 1% pay increase as of 1/1/11 and another 1% pay increase on 12/31/11.

The proposed tax levy increase for the Rock County Health Department's 2011 Budget is 1.9%.

Discussion followed, and the Board of Health did not have any requests to change the health department's recommended 2011 Budget.

Dr. Winter made a motion to accept the Rock County Health Department's recommended 2011 Budget. Mr. Rooney seconded the motion. MOTION APPROVED.

Approval of Fee Increases

Mr. Banwell explained the proposed Environmental Health fee increases for 2011. The fees increased \$5 to \$10 for the various permits and licenses.

Supervisor Peer made a motion to approve the proposed 2011 Environmental Health fee increases. Dr. Winter seconded the motion. MOTION APPROVED.

Pre-Approved Encumbrance Amendment

This pre-approved encumbrance amendment for Sanofi Pasteur in the amount of \$3,000 will ensure the health department has sufficient funds to purchase travel vaccines for the remainder of 2010. Supervisor Bostwick made a motion to approve the pre-approved encumbrance amendment. Supervisor Peer seconded the motion. MOTION APPROVED.

Health Department Report

Meeting with Planning Department: Ms. Cain stated Paul Benjamin and Planning Department staff recently met with Tim Banwell, Karen Cain, and Phil Boutwell concerning helping citizens with getting approval for a septic system after a sanitary permit has been denied. The discussion at the meeting created some proposed changes to the current policies, and the group will meet again in a few weeks to discuss the proposed changes

with the Rock County corporation counsel. Both the Planning & Development Committee and the Board of Health will need to approve the changes in policy. Once the policy changes have been approved, Rock County cities will be informed of the changes.

Environmental Health Professionals Day: November 10th has been designated for this day at the health department. Ms. Cain circulated an expression of gratitude for the Board of Health members to sign, and a copy will be given to each Environmental Health staff person.

Facebook page: Ms. Cain reported that the health department is the first Rock County department to be on Facebook. The health department's Facebook page can be accessed by using 'Rock County Wisconsin Health Department' on the search bar. Also, the telephone number for the health department's information line is: 741-5200.

Public Health Nursing Report

Ms. Zoellner did a powerpoint presentation on Winnable Battles According to the Centers for Disease Control.

Make It Happen and Make It Known

- Each of the following areas is a leading cause of illness, injury, disability, or death and/or represents enormous societal costs:
 1. Healthcare assisted infections
 2. Nutrition, physical activity, obesity, and food safety
 3. HIV
 4. Teen pregnancy
 5. Motor vehicle injury
 6. Tobacco use

- What Public Health can do:
 1. Help win these public health battles
 - Priority issues at local, state, and federal levels
 - Known effective scalable interventions
 - Potential for large impact on health

 2. Collective and focused efforts
 - Identify optimal strategies at all levels, across all sectors
 - Rally resources and partnerships
 - Communicate about successes and challenges along the way
 - Accelerate efforts to make measurable impact on health

Environmental Health Report

Natures Ridge update: Mr. Banwell stated the most recent water samples show a significant drop in bacteria levels, but a few samples still show coliform bacteria present. The health department will continue monthly water sampling and WDNR will also be doing some water sampling.

Kountry Kourt: The Town of Plymouth revoked the township's permit for Kountry Kourt mobile home park. The owner of the mobile home park appealed the revocation, but the revocation was upheld. The owner now has until 11/15/10 to answer the revocation.

Communications and Announcements

None at this time.

Adjournment

Supervisor Bostwick made a motion to adjourn the meeting. Dr. Best seconded the motion. MOTION APPROVED. Meeting adjourned at 7:05 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health