

MINUTES OF BOARD OF HEALTH MEETING
July 2, 2014

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

Board of Health Members Present: Chair Kraft, Supervisor Peer, Supervisor Addie, Dr. Winter, Dr. Konkol, and Ms. Wade-WNP.

Board of Health Members Absent: Dr. Peterson, Mr. Gresens, R.PH, and Supervisor Bostwick

Staff Members Present: Karen Cain – Health Officer; Timothy Banwell – Environmental Health Director; Janet Zoellner – Public Health Nursing Director; Sancee Siebold – Nursing Supervisor South Office; Deborah Erickson – Nursing Supervisor North Office; and Elizabeth LaBelle-Administrative Secretary.

Adopt Agenda

Dr. Konkol and Supervisor Addie made a motion to adopt the agenda. MOTION APPROVED.

Approval of Minutes 6/4/14

Supervisor Peer and Dr. Konkol made a motion to approve the minutes of the 6/4/14 Board of Health meeting. MOTION APPROVED.

Citizen Participation

None at this time.

Unfinished Business

None at this time.

New Business

Administrative Division

Approval of Bills/Transfer of Funds/ Pre-Approved Encumbrance

Ms. Wade-WNP and Dr. Winter made a motion to approve the bills for the month of June 2014. MOTION APPROVED.

Chair Kraft inquired why a room was rented at Blackhawk Technical College for the Fetal Infant Mortality Review Team (FIMR) Meeting and not at UW Rock County, where there would not be a charge. Nursing Director Zoellner explained that all options were looked into, but members of FIMR Team agreed to meet centrally between Beloit and Janesville. Blackhawk Technical College met those needs. The FIMR Grant paid for the room rental fee

Ms. Wade-WNP and Supervisor Addie made a motion to approve the transfer of funds of \$3,000 from Health Insurance to Office Supplies. MOTION APPROVED.

Health Officer Cain explained due to the two public health nurse vacancies in early 2014, the health insurance account had extra funds. Office chairs were purchased for the clerical staff this year out of the office supplies account. This transfer allows for funds to be available to purchase office supplies for the remainder of 2014.

Chair Kraft asked why the purchase of the chairs was not put in our 2014 budget. Health Officer Cain informed the Board of Health that this was an unexpected purchase due to ergonomic assessments finding the chairs unsafe.

Health Department Report

Health Officer Cain distributed an updated Board of Health member list to those present. Health Officer Cain reported on a complaint letter reply from State of Wisconsin-Department of Health Services (DHS) to a Rock County citizen. The Health Department and DHS will work together to do an investigation. A copy of the letter can be found at the end of the minutes.

The 140 Review is just about ready to submit to the State of Wisconsin. Health Officer Cain passed around copies of the 140 Review Work Form for the Board Members to view. This is a good opportunity for the Health Department to look at services we are providing. This will be submitted next month, however, due to the new website launch, some of the web links may need to be revised first.

Health Officer Cain announced to the Board of Health that the Rock County Website, including the Health Department, will have a new website launched in September. Health Officer Cain then gave an update on projects the AHEC Intern, Lynnsey, has been working on. Lynnsey has sent out customer satisfaction surveys to clients that participated in our radon, water testing, and public facility inspection program. Once the data comes in, Lynnsey will analyze and create informational graphs/charts for the Health Department. A potential upcoming project includes a postcard to be mailed to clients who are involved in an Animal Bite Order that have animals not current on rabies vaccination.

Public Facility Permit Renewals were sent out at the beginning of May. At the end of June, clerical staff called facilities that had not paid their renewal yet. Any renewal post marked after June 30, 2014 or received after July 1, 2014 are assessed a seventy-five dollar (\$75) late fee. Environmental Health Director informed the Board of Health typically 25-50 facilities pay late. The number paying late is slightly higher this year. Health Officer Cain shared with the Board of Health that an operator from a facility came in to pay on Monday and expressed his appreciation that he received a reminder phone call.

There was some discussion among Board Members regarding the \$75 late fee and if it was egregious enough to influence facilities to pay in a timely manner. Environmental Health Director Banwell informed the Board that after July 15 if a facility is unpaid; a Registered Sanitarian will deliver a written order to close. Health Officer Cain let the Board of Health know that if they wish to have a discussion on changing the late fee ordinance, this would have to go to the Board of Supervisors because it would mean a County Ordinance change.

Health Officer Cain shared with the Board that there was a recent near drowning situation at a Rock County Hotel. The Health Department provides pool safety education programs for pool operators and ensures that establishments meet codes and requirements. Supervisor Addie stated that most pools at hotels have signs displayed that read 'no life guard present' and that is risk hotel operators bear.

In January 2015, the Environmental Division will be transitioning to Health Space, which is a national program for facility/inspection record keeping that the State purchases licensing for and local health departments can use. Benefits of the program include: readily report access, efficiency, and decreased data entry by staff. The State will have access to our data, which will eliminate some data that is currently being prepared by staff and sent to the State. There is the option of adding other department programming areas if we choose to do so. Health Department staff members on the Health Space Implementation Team will be meeting with the State of Wisconsin at the end of this month to start planning the transition.

Dr. Winter inquired if our data from current programs will transfer easily. Environmental Health Director Banwell informed the Board that the facility information will transfer, but not the inspection report. This program utilizes a new inspection form. Health Officer Cain explained that the Registered Sanitarian would write up the inspection at the facility, review with the person in charge, and upload the report to Health Space upon returning to the office. Chair Kraft inquired if other counties are using this. Health Officer Cain stated that three counties, including Rock County, are not on Health Space. All other counties use Health Space.

Health Educator, Jenna Lovaas, has submitted her resignation. Jenna worked on the STI Grant (ended 12/13) and the Brownfield Grant, which ends 10/1/14. The final grant report will be written before Jenna leaves the Health Department.

Semi Annual Report- attendance at Conventions/Conferences

For the period of January 1, 2014 through June 30, 2014, there were no Rock County Health Department staff persons that attended a training, convention, or conference in which the costs exceeded \$1,000.00 per event, per employee, whether in state or out-of-state.

Public Health Nursing

Nursing Director Zoellner presented to the Board on Infant Mortality Rates in Rock County. The FIMR Team is analyzing infant death and stillbirth. FIMR Team reviews deaths of an infant before 1st birthday. Stillborn babies have a certificate of fetal demise, not a death certificate. Child Death Review Team is different in the fact that the team analyzes deaths of children two weeks to twenty-five years of age and does not review cases that die while in the hospital.

To begin the FIMR Team, agreements for the Health Department to receive data from local hospitals/clinics were needed to review deaths. There has been good participation from local hospitals and clinics. Agreements from Madison and Milwaukee hospitals also had to be obtained due to baby's being transferred there for higher care and passing at that location. All identifying information is removed from medical records and each meeting members must sign a confidentiality agreement.

Infant Mortality is not looked at from a percentage, but as a rate. FIMR Team looks at overall health of community, preterm birth, SIDS, birth defects, and low birth rate. Along with looking at the medical record, a member of the FIMR Team interviews the mom and dad of infant to receive their perspective in the death. FIMR Team looks at what we can do in a community to help by solving the issues with solutions. Overall, fetal infant mortality is decreasing across the United States, but there is still significant work to be done to continue decreasing our infant mortality rate in the nation and Rock County.

Statistics are available from the Wisconsin Interactive Statistics on Health. <http://www.dhs.wisconsin.gov.wish>

There was discussion among Board Members regarding Infant Mortality in Rates Rock County.

Environmental Health

Environmental Health Director Banwell presented to the Board of Health on licensed campgrounds in Rock County. Rock County Health Department inspects and licenses 11 campgrounds in Rock County. The Milton and Edgerton areas have a combined total of 1,700 campground sites.

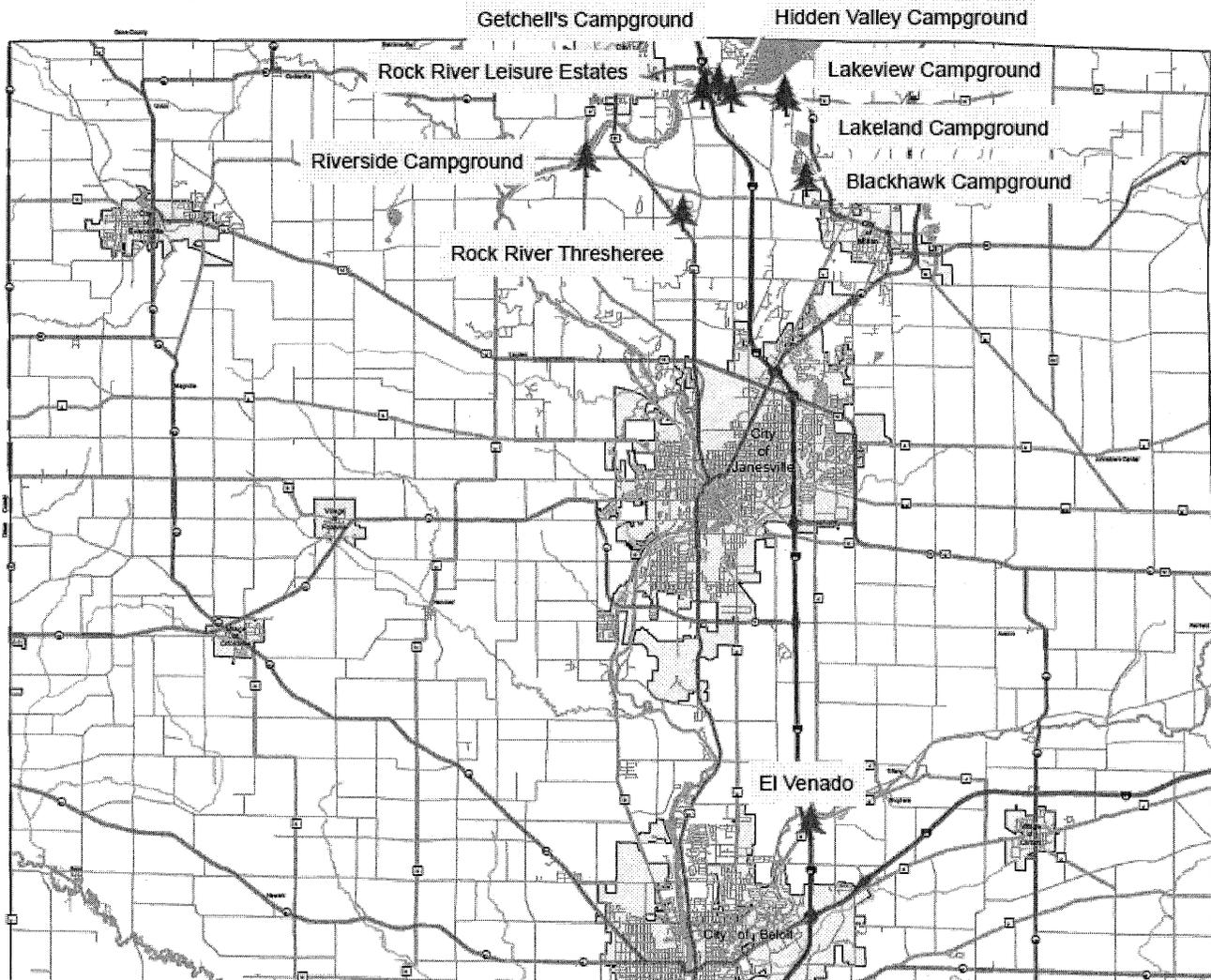
The Health Department licenses campground sites, pools, whirl pools, restaurants, and stores. Water sampling is also completed through our DNR water-sampling program. Water at the campgrounds is tested for bacteria and nitrates. Environmental Health Director Banwell shared with the Board of Health that the State is coming out with new campground regulations.

Chair Kraft inquired how many campgrounds are connected to public sewer. Environmental Health Director stated that many of the campground sin Rock County are now connected to public sewer.

Report to the Rock County Board of Health
July 2, 2014

Campground Inspection Program

Rock County Campgrounds



What is a Campground?

- Tract of Land Designed for Nonpermanent Overnight Use by 4 or More Camping Units or, 1 to 3 Camping Units if Represented as a Campground
- Camping Unit= portable device, no more than 400 sq. ft. in area, used as a temporary dwelling including but not limited to a Camping Trailer, Motor Home, Bus, Van, Pick-up Truck or Tent

Trailer & Truck Camping



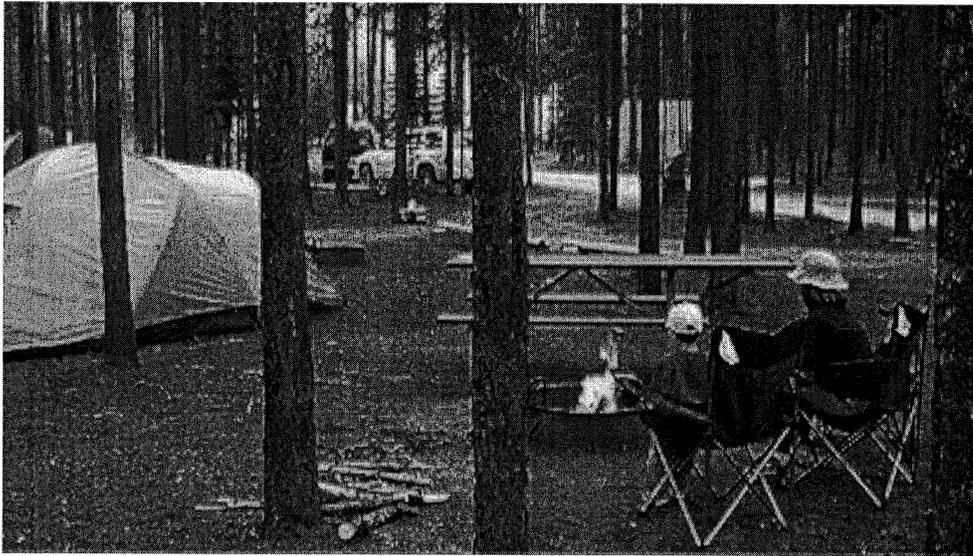
Tent Camping



Family Experience



Recreation and Solitude



HIDDEN VALLEY R.V. Resort & Campground



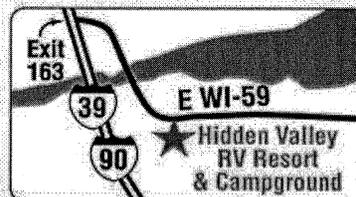
- Spacious Landscaped Sites with W-E-S
- Unique Heated Pool with Waterfall
- Hot Tub • Big Rig Friendly
- 5,000 Sq. Ft. Clubhouse
- Free Private Showers • Laundry
- 20/30/50 Amp Electric
- 70-90 ft. Pull-Thrus with Concrete Pads
- Fire Rings & Picnic Tables
- Kids Playground
- Sleeping Cabins



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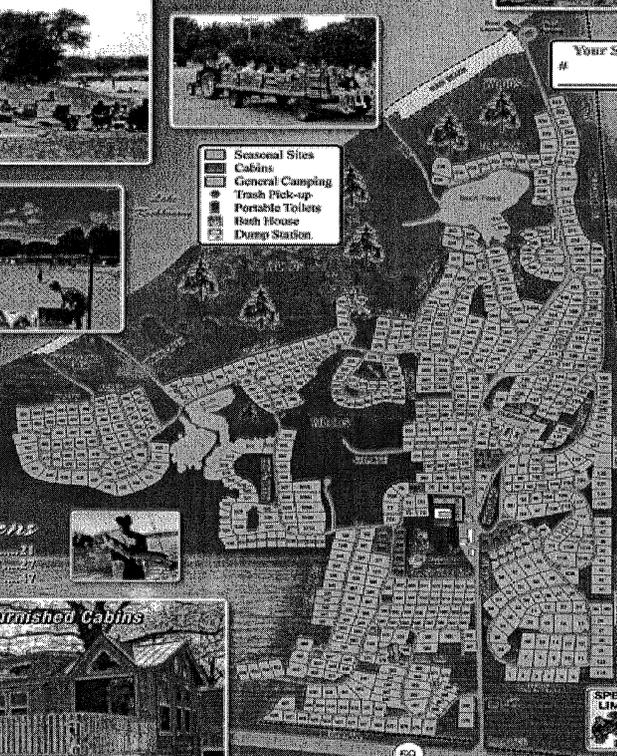
Your Site #

Amenities

- Laundry
- Heated Pool
- Bath
- Daily Activities
- Showers
- Store On Site
- Fishing Ponds
- Hayrides

TV Stations

- CW on 67 PBS on 21
- CBS on 3 ABC on 27
- VBC on 15 FOX on 17



Rock County Campgrounds

Number of Campsites

• Blackhawk	490
• El Venado	39
• Getchell's	43
• Hidden Valley	232
• Lakeland	702
• Pettit's Lakeview	90
• Riverside	22
• Rock River Leisure	9
• <u>Rock River Thresheree</u>	<u>136</u>
TOTAL	1,763

Rock County Campgrounds

Number of Wells

• Blackhawk	5
• El Venado	1
• Getchell's	2
• Hidden Valley	1
• Lakeland	2
• Pettit's Lakeview	1
• Riverside	1
• Rock River Leisure	2
• <u>Rock River Thresheree</u>	<u>2</u>
TOTAL	15

Rock County Campgrounds Added Attractions

<u>Attraction</u>	<u>No. of Campgrounds</u>
Pools	5
Whirlpool	1
Beach	3
Food Store	7
Restaurant	2

Campground Requirements

- Safe Water Supply
- Safe Wastewater Disposal
- Clean & Adequate Toilet Facilities
- Adequate Solid Waste Storage & Disposal
- Adequate Spacing (10 ft Separation)
- Occupant Register
- Sanitary Station for Independent Units

Common Violations Found

- Ten Foot Separation
- Sites not Numbered
- Back Flow Protection for Water Faucet
- Sanitary Station not Posted
- Deterioration of Toilet & Shower Buildings
- Solid Waste Disposal

Camping Cabins



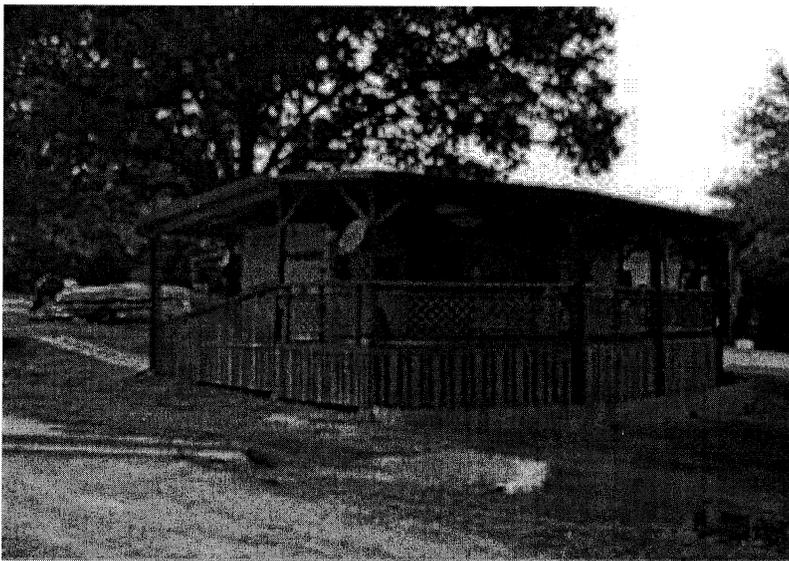
Camping Cabins



YURTS



Camping Trailer with Deck



Artificial Pond

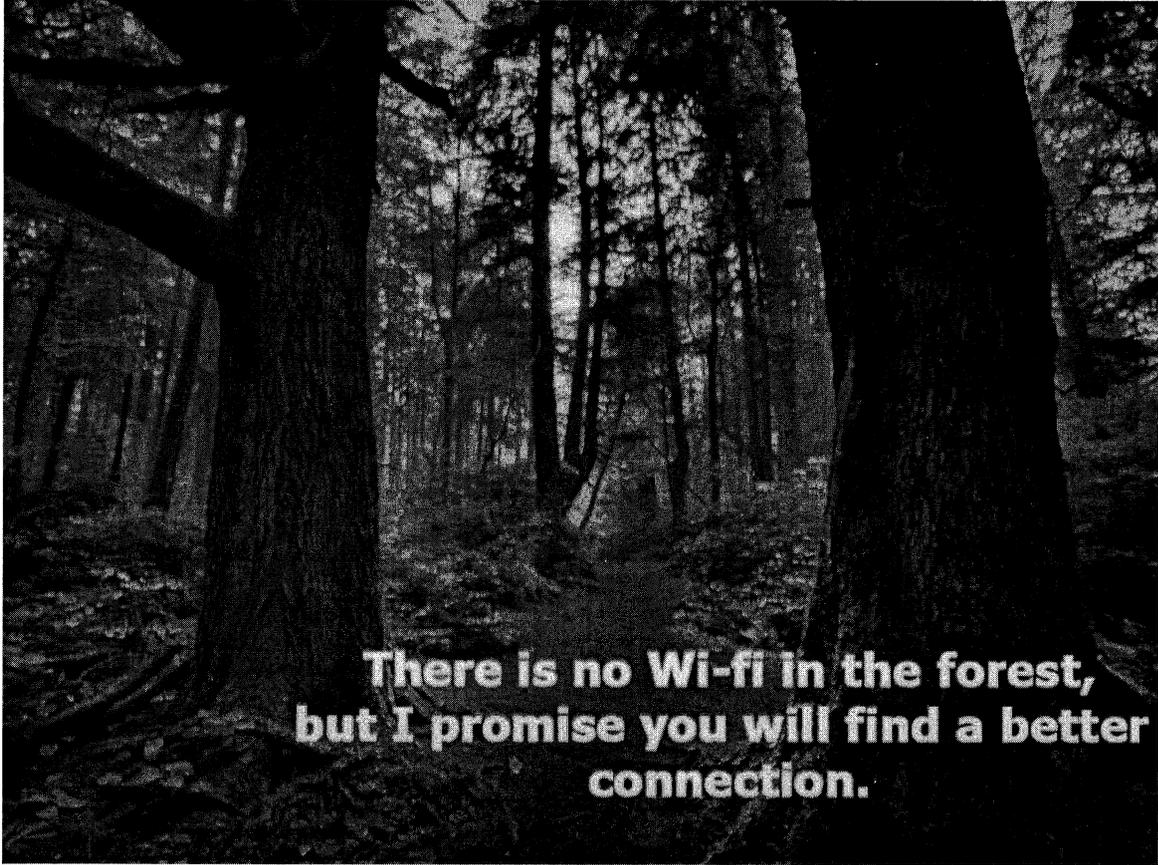


Flood Waters



Campground Permits & Fees FY 2013-2014

<u>Permit Type</u>	<u>#</u>	<u>Fee(\$)</u>	<u>Total(\$)</u>
1-25 Sites	2	235	470
26-50 Sites	1	295	295
51-100 Sites	2	350	700
101-199 Sites	0	405	0
200 + Sites	4	500	2,000
Special Event	1	215	215
<u>Other(2 Change of Owner)</u>			<u>1,380</u>
Total	10		5,060



**There is no Wi-fi in the forest,
but I promise you will find a better
connection.**

Communications and Announcements

None

Executive Session

Per Section 19.85 (1) (c), Wisconsin Statutes-Performance Evaluation of the Health Officer, Dr. Konkol and Supervisor Addie made a motion to move into Executive Session. Executive Session began at 7:21 PM and ended at 7:35 PM.

Adjournment

Ms. Wade-WNP and Supervisor Addie made a motion to adjourn the meeting. MOTION APPROVED.
Meeting adjourned at 7:36 p.m.

Respectfully submitted,

Elizabeth LaBelle, Recorder

Not Official Until Approved by the Board of Health



DIVISION OF PUBLIC HEALTH

1 WEST WILSON STREET
P O BOX 2659
MADISON WI 53701-2659

608-266-1251
FAX: 608-267-2832

dhs.wisconsin.gov

Scott Walker
Governor

Kitty Rhoades
Secretary

State of Wisconsin

Department of Health Services

June 27, 2014

Ms. Norma Doering
2717 Schaller Street
Janesville, WI 53546

Dear Ms. Doering,

Thank you for your June 16 letter to Governor Walker. The Governor's Office has asked me to respond and I am happy to do so.

In your letter you expressed concerns about chemicals that you believe were sprayed or dumped on your property and in your neighborhood, and you mentioned that you had received responses from the Rock County Health Department and from our agency. Through our records system I was able to verify that the Wisconsin Department of Health Services (DHS) responded to your request for assistance in 2005 and investigated several areas of your property. Between 2004 and 2008 our records indicate that staff from DHS, the Rock County Health Department (RCHD), and the City of Janesville visited your home and met with you about your concerns.

Based on our records and those of RCHD, the actions taken to date in response to your concerns are summarized below:

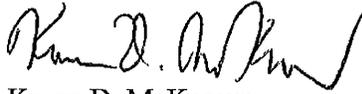
- **November 2004:** Site visit and interview by RCHD staff;
- **May 2005:** Site visit, visual inspection of home and collection of soil, bulk, wipe and tape samples by staff from DHS and RCHD;
- **August 2005:** Report of inspection and laboratory analysis was sent by DHS indoor air program staff.
- **October 2008:** Site visit by staff from RCHD and City of Janesville.

Between 2004 and 2008, no evidence of illicit chemical spraying or dumping was found during inspections of your home or related sampling. In your recent letter you mention that additional homes in the neighborhood have also been impacted. I would suggest that you contact RCHD to detail your concerns about any recent chemical releases. If RCHD requests the assistance of our agency in responding to your concerns, we will be happy to work with their staff.

Ms. Norma Doering
June 27, 2014
Page 2

Thank you again for your inquiry and for allowing us to assist you in addressing these concerns.

Sincerely,



Karen D. McKeown
State Health Officer and Administrator

cc: Tim Banwell, Environmental Health Supervisor, Rock County Health Department
Liz Evans, Epidemiologist, Wisconsin Department of Health Services
City of Janesville
Office of the Governor