



MINUTES OF BOARD OF HEALTH MEETING

October 20, 2021

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

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

Board of Health Members Absent: Supervisor Rynes, Dr. Somaraju, and Eric Gresens.

Staff Members Present: Katrina Harwood – Health Officer/Director; Rick Wietersen – Environmental Health Director; and Melissa DeWitt – Public Health Support Specialist.

Others Present:

Roll Call

Chair Peer asked for the roll call. At roll call Chair Peer, Dr. Meyers, Dr. Winter, Debra Kolste, Supervisor Clasen and Supervisor Williams were present. Dr. Somaraju, Eric Gresens and Supervisor Rynes were absent. 6 PRESENT. 3 ABSENT.

Adopt Agenda

Supervisor Clasen made a motion to adopt the agenda. Debra Kolste seconded the motion. MOTION APPROVED.

Citizen Participation

New Business

Review of the 2022 Rock County Public Health Department Requested Budget and the 2022 Rock County Administrator's Recommended Budget

Josh Smith, Rock County Administrator, walked through the entire budget process and then explained the requested and recommended budgets. Josh & Katrina Harwood fielded several questions pertaining to the budget from board members and responded accordingly.

Current FTE
38.4

Requested FTE
43 (+4.6)

Recommended FTE
42.4 (+4)

PERSONNEL MODIFICATIONS

TYPE OF REQUEST	ORIGINAL POSITION / FROM	NEW POSITION / TO	DEPT REQ	ADMIN REC
Retitle	Public Health Communications Specialist (PR 19 C, Unilateral)	Communications Specialist (PR 19 C, Unilateral)	0.0	1.0
Retitle	Health Educator (PR 19 A, Unilateral)	Public Health Strategist (PR 19 A, Unilateral)	3.0	3.0
Reclassification	Admin. Services Supervisor (PR 13 C, Unilateral)	Support Services Supervisor (PR 18 C, Unilateral)	1.0	0.0
Reclassification	Community Health Ed. Coordinator (PR 22 C, Unilateral)	Public Health Supervisor (PR 25 C, Unilateral)	1.0	1.0
Create	-	Public Health Strategist (PR 19 A, Unilateral)	4.0	4.0
Create	-	Environmental Health Specialist I/II/III (PR 17 B, Unilateral)	0.6	0.0

Katrina Harwood explained the anticipated changes in revenue for 2022.

Katrina Harwood proposed increasing the Part Time Environmental Health Specialist position from .4 FTE to .5 FTE, reducing costs in training and travel funds for the department to cover the additional cost in salary.

PT Environmental Health Specialist

	Annual Hrs	Wages	Retirement	FICA	Total
.4 FTE	832	\$ 20,529	\$ 1,386	\$ 1,570	\$ 23,485
.5 FTE	1040	\$ 25,661	\$ 1,732	\$ 1,963	\$ 29,356
				Difference	\$ 5,871

	Current Budget	Option	Reduction
Training	\$ 21,500	\$ 17,200	\$ 4,300
Travel	\$ 25,000	\$ 23,429	\$ 1,571
		Total	\$ 5,871

Supervisor Williams made a motion to appeal the 2022 recommended budget to increase the Part Time Environmental Health Specialist position from .4 FTE to .5 FTE. Dr. Winter seconded the motion. MOTION APPROVED.

Communications and Announcements

Katrina Harwood suggested moving the November Board of Health Meeting from November 3rd to November 10th due to the full County Board Budget Hearing meeting also being held on the 3rd. A unanimous decision was made to move the meeting to November 10th. The meeting will commence at 6 p.m.

Supervisor Williams invited everyone to the upcoming YWCA Freedom Fund Banquet, being held on Veteran's Day, November 11th. Banquet begins at 7:00 p.m. Please reach out to Shirley for additional information if needed.

Adjournment

Super Clasen made a motion to adjourn the meeting. Supervisor Williams seconded the motion. MOTION APPROVED. Meeting adjourned 6:44 p.m.

Respectfully Submitted,



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Melissa DeWitt, Recorder

Not Official Until Approved by the Board of Health