



Health Department

505 Broadway Street, Suite 372
Baraboo, WI 53913

Telephone: (608) 355- 3290 Fax: (608)355-4329



Public Health
Prevent. Promote. Protect.

Board of Health Meeting Minutes
Tuesday, September 10, 2019
Board Room Gallery, West Square Building
REGULAR MEETING

Members Present: Diane Reinfeldt, Scott VonAsten, Glen Johnson, John Miller, Ken Carlson
Members Absent: Donna Stehling, Kiana Beaudin
Others Present: Cathy Warwick, Amy Elizabeth Merwin, Regina Baldwin,
Public: Ann Fela, Christine Nowak

1. The meeting was called to order at 5:33 p.m. by Glen Johnson. Certification of the open meeting law was noted.
2. Motion by Diane Reinfeldt, second by Ken Carlson, to approve the Board of Health Agenda for September 10, 2019 agenda. Motion carried.
3. Motion by Diane Reinfeldt, second by John Miller to approve the minutes for August 13, 2019 meeting. Motion carried.
4. **Communications:** "Sauk County Stepping On Outcome Impacts" emailed by Regina Baldwin, CJCC 8/23/19, and "Mental Health/ Human Services Visits" three (3) pie charts, "Let's Create A Healthier Sauk County" meeting poster for October 8, 2019 for the Community Health Improvement Plan.
5. **Public Comment:** Ann Fela, owner of the Lake Aire motel in Lake Delton. Ann voiced her displeasure with re-inspection fee rates for the Department of Agriculture Trade and Consumer Protection (DATCP) Lodging attractions.
6. **Business Items for Discussion and/or Action:**
 - A. Discussion of the Department of Agriculture Trade and Consumer Protection (DATCP). Tim Lawther explained the process of how the DATCP rates were set for Sauk County. DATCP fees are not supported by tax levy dollars and are a reflection of the cost to conduct the inspection and associated documentation required.
 - B. Discussion of the Community Development Block Grant. Discussed the benefits of this grant to the community and public safety. It also is in line with the Stepping On Initiative for Sauk County and provide wrap around services for CJCC participants. This grant would also fund the new Re-Entry Coordinator position for CJCC. Motion by John Miller to support the application and use of the Community Development Block Grant and to fund the Re-Entry Coordinator position and associated costs to support the work, second by Diane Reinfeldt. Motion carried.
 - C. Discussion of Sisters of Saint Mary (SSM) Health Funding for education support for CJCC participant's and fund a .75 FTE Education Navigator position. This position would support the Re-Entry Coordinator position and provide additional support to the participant to obtain their GED certificate and provides a pathway out of incarceration to employment through education. Motion to approve the SSM Health Funding and create the Education Navigator position by Scott Von Asten, second by Ken Carlson. Motion carried.

- D. Discussion of the Hepatitis A and B Vaccination rates was tabled until next month. We will be bringing forward all immunization fees for review.
- E. Tim Lawther, Cathy Warwick and Amy Merwin presented the 2020 Budget for the Health Department which includes; Public Health, CJCC, Environmental Health and Women Infants and Children (WIC). Discussion of the 2020 budget. Discussed the changes from last month, including the CDBG Grant and SSM Health Grant opportunities for CJCC and creating an additional Health Educator position in the Health Department.

Motion to approve the 2020 Budget for Public Health in the amount of \$2,395,201, CJCC in the amount of \$901,190, Environmental Health in the amount of \$710,168 and Women Infants and Children (WIC) in the amount of \$386,342 for a grand total of \$4,392,901 by John Miller, second by Diane Reinfeldt. Motion carried unanimously.

- F. The resolution for the creation of a Health Educator position outside the budget process was cancelled. This will be done within the 2020 Budget process.
- a. Tim Lawther gave his monthly Directors Report which included; Ho-Chunk funding report Finance committee approved \$25,000 for the funding of an additional van for Seal-A-Smile Program and an additional \$10,000 for supplies to start a second team to provide Seal-A-Smile services and allow us to serve 1,000 additional children and increase Ho-Chunk Nation kids by 50%. We're working on a new Quality Improvement Dashboard to allow us to focus on priorities based on the Community Health Improvement Plan (CHIP) and data. Reviewed the Nurse Family Partnership statistics. Environmental Health (EH) is on track to complete 100% of their required inspections. EH Staff and Tim have spent over 70 hours on an on-going investigation at Christmas Mountain Village for Legionella. Immunizations were low in August, which is traditionally low. One of Tim's top priorities is to enhance the immunization program and increase rates, especially kids 0-24 months (68% vs 80%). Tim may be bringing a resolution forward on vaccinations. Provided an update on Seal-A-Smile and a challenge in the Baraboo School District with another company who charges for dental services. Tim has a meeting with the District Administrator to discuss the issue. Tim also reviewed the highlights of all of our Coalitions (Health and Wellness, Safe Kids, NFP CAB, Overdose Death Review, Partnership for Prevention and Recovery and Immunization).

7. Department Updates

- A. Amy Merwin gave the monthly financial reports for August 2019 and included the CJCC reports for the first time.
 - B. Amy Merwin reported on the August 2019 invoices, Warrant 091319. Motion by Scott Von Asten, second by Diane Reinfeldt, to approve the August 2019 invoices in the amount of \$126,625.36. Motion carried.
8. John Miller reported on the Wisconsin Association of Local Health Departments and Boards (WALHDAB) meeting.
9. **Agenda Items for next meeting:**
- A. All Immunization Fees
 - B. Budget for 2020 Presentation
 - C. CJCC Update

10. Next Meeting Date: October 8, 2019

11. Call for Adjournment – Motion to adjourn the meeting by Scott Von; second by John Miller. Motion carried.

The time was 7:37 p.m.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "John Miller", written in a cursive style.

John Miller
Secretary