

## **Health & Aging Committee Meeting Minutes October 18, 2012**

**COMMITTEE MEMBERS PRESENT:** Romelle Vandervest, Bob Mott, Candy Sorenson, Marge Saari, Jackie Cody, Nancy Brisse (Aging), Maxine Meyer (Aging),

**COMMITTEE MEMBERS ABSENT/EXCUSED:** Joan Hauer (Aging) Greg Berard

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None

**STAFF PRESENT:** Linda Conlon, Dianne Jacobson, Dawn Johnson, Crystal (UW Green Bay Intern)

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### **Aging:**

Meeting called to order by Chairperson Romelle Vandervest at 8:30 AM at the Health & Aging Building, 100 W Keenan St.

The Chairperson noted that this meeting of the Health & Aging Committee had been properly posted in accordance with the Wisconsin Open Meeting Law.

Motion made by Mott, seconded by Sorenson to approve today's agenda as presented. Motion carried.

Public comment/ communications: None.

Three-year Aging Plan & Public Hearing: Three-year Aging Plan & Public Hearing will be held on November 8<sup>th</sup> at 11:30 am in the dining room in the Department on Aging. Jacobson stated that the Aging survey is now available on-line for public input.

Aging & Disability Resource Center Update: The full regional phone system is still not working properly. Frontier has been difficult to work with and the ADRC of the Northwoods Board of Directors will not approve payment of any bills until the problems are fixed. The phone system is causing frustration for staff and clients. ADRC has hired a consultant to help resolve this situation.

Legislative Update: Jacobson stated none at this time. Waiting to see what happens after election.

Monthly Reports: Staff and program reports: Reports reviewed. Jacobson noted that in the Activities Report the location of parking for charter bus trips was moved to the Shopko parking lot because the staff parking area here at the new building is not workable. Stephanie Schroeder will also be checking with Quality Inn to see if parking in the far side of their lot is possible so trippers can wait in the lobby. Request that Stephanie attend the next Health and Aging meeting to meet members and talk about her programs.

Vouchers, purchase orders and line item transfers: Motion made by Mott, second by Sorenson to approve vouchers and purchase orders as presented. Motion carried.

Out of County Travel: Jacobson stated that she is scheduled to travel to Wausau Oct 30th for a Regional Aging Directors Meeting and Stevens Point for the State Aging Advisory Council Meeting. Both events are free. Jacobson is traveling with others so there is no travel expense for Oneida County.

Agenda items for next meeting: Three-year Aging Plan; Stephanie Schroeder to discuss her program area.

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### Health & Aging:

Minutes of September 13, 2012 meeting: Motion made by Saari, seconded by Sorenson to approve minutes of September 13, 2012 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting: Regular Meeting scheduled for November 15, 2012 @ 8:30 a.m. at the Health & Aging Building, 100 W Keenan St. The Health Department will present their agenda first; Aging to follow @ approximately 9:15.

Budget Hearing Update: Jacobson passed out revised cover sheet of budget. Conlon had no revisions since last presentation to committee. Both Jacobson and Conlon reported that the 2013 Budget Finance Hearings went well for each department. Several questions were asked at the hearings, but after clarification was given there was no further action. Both department's 2013 budgets were approved by the Finance Committee and will now go on to the full County Board in November.

Aging Line Item Transfers: Jacobson noted that she had failed to mention the Line Item Transfers earlier in the meeting. Line Item Transfers were discussed. Motion made by Sorenson, seconded by Mott to approve Aging Line Item Transfers as presented. Motion carried.

Health & Aging Building Update: Conlon had eight issues pending. Footsteps from the 2<sup>nd</sup> floor Health Department can be still heard by the Department of Aging. Also, the walls are thin and conversations are still being heard. Power doors are causing a problem for Health Department reception area with cold air flowing up into the area. Possible changing how and the length of time the power doors remain open. Employee parking is a major concern with safety and poor layout of the area. Possible relocation and revamping of existing parking lot. Severe angle of the stalls along with the placement of the curbed median was discussed. Conlon and Jacobson are working with Buildings & Grounds on these matters. Overall, clients are very happy with the new building and parking is much better. Discussion only, no action taken.

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## Health:

Monthly Reports: Conlon handed out the Health-Environmental Program Update.

- **Environmental Health:** There have been 20 complaints related to food and lodging since the August Board of Health meeting. None of the complaints were significantly difficult or different. There were two other significant public health interests: the Beef A Rama and the Tomahawk Fall Ride. The Beef A Rama was held in Minocqua on September 29<sup>th</sup>. The two inspectors reviewed the beef cooking activities, and inspected five temporary food vendors. Even though the department does not get reimbursed for their time, it is a very significant public health event. The Tomahawk Fall Ride was held September 10<sup>th</sup> -13<sup>th</sup>. There were ~20 food stands and 4 body artists. Inspection time for two inspectors at this event was ~36 hours. Additional time for vendor calls prior to the event, meeting with the event organizer, attending the large assembly committee, meeting, etc. is estimated at ~10 hours. Approximately \$1700 in license fees was collected for these activities.
- **Communicable Disease:** No report this month.
- **Health Hazards:** Two outstanding oil spills pending, 2 outstanding lead contaminant, one mold issue that was given to Planning & Zoning, a home was posted and one garbage accumulation issue that was given to Planning & Zoning. Discussion only, no action taken.

Health Department Open House: Open House planned for November 13<sup>th</sup> from 3:30-6:30 pm. Conlon stated that they are asking local merchants for donations for prizes and food.

Public Health Preparedness Contract: Conlon stated that all contracts have to go through Corp Council and explained how the contracts are reviewed. Motion made by Sorenson, seconded by Saari. Motion carried.

Legislative Update: Voting is coming up.

Accreditation Update: Kyla is back from maternity leave and has been uploading evidence and documenting should be done by the end of the year.

Vouchers, purchase orders and line item transfers: Motion made by Mott, seconded by Sorenson to approve voucher, purchase orders and line item transfers as presented. Motion carried.

Agenda items for next meeting: Possible opening for Todd's position. It is a needed position to be filled. Extended the position opening for the Assistant Director. No suitable applicant has been found to date.

Public comment/ communications: None.

Motion by Cody, seconded by Mott to adjourn at 10:12 a.m. Motion carried.

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Committee Chairman

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Committee Secretary