

Health & Aging Committee Meeting Minutes

March 21, 2013

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

COMMITTEE MEMBERS ABSENT/EXCUSED: Romelle Vandervest, Joan Hauer (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Linda Conlon, Dianne Jacobson, Sue Piazza, Carl Meyer, Todd Troskey, Jody McKinney, Linda Pipgras

OTHERS PRESENT: Jennifer Dolling, UW-Green Bay intern

Health:

Meeting called to order by Vice-Chairperson Jackie Cody 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 Berard, seconded by Mott to approve today's agenda as presented Motion carried.

Public comment/ communications: Introduction of Carl Meyer, new Assistant Director with the Health Department. Carl started March 4th.

2013 Environmental Health Fees: Troskey distributed and discussed the 2013 environmental health fees. Motion made by Mott, seconded by Sorenson to approve 2013 environmental health fees as presented. Motion carried.

Monthly Reports:

Environmental Health: Summary given by Troskey and McKinney, Registered Sanitarians. There were two complaints investigated since the February Board of Health meeting.

1. A complaint related to a leaking grease trap was investigated at a Rhinelander retail food facility. The leaking grease trap was located below a three compartment sink in the kitchen. Grease traps in some older facilities are installed inside a building, instead of outside as is typical for newer places. Staff ceased food service when the leak was discovered. After discussion with the operator and company corporate office, a plumber was hired to fix the grease trap and a leaking faucet and water heater issue, not referenced in the complaint but identified during the investigation.
2. Follow up on complaint from last month - A baker was given a citation for operating an unlicensed bakery. Staff appeared in court for the initial hearing. The respondent did not appear, however, part of the citation had been paid prior to court. Partial payment was considered a guilty plea. The court will follow up with additional

correspondence. The operating with license fee has not been paid. If the fee is not paid by March 25th, an additional citation will be issued.

3. A complaint in regards to garbage dumpster overflowing and burning of garbage was investigated at a Three Lakes restaurant. Inspector required operator to clean up area within 24 hours. Dumpsters were required to be emptied as soon as possible and operator arranged pick up within a week. Inspector returned the following day to ensure compliance was achieved.

Communicable Disease: 1 Blastomycosis, 1 Chlamydia, 2 Ehrlichiosis, 2 Hepatitis C, 1 Influenza Associated Hospitalization, 2 Lyme disease, 1 Metal Poisoning (non-lead), 11 Pertussis, 1 Rocky Mountain Spotted Fever, 1 Salmonellosis, 1 Varicella. The acute respiratory illness outbreak from February at a long term care facility is winding down. The affected wing has just been re-opened.

Health Hazards: Harshaw home with mold is almost done with remediation; three homes still posted unfit; Minocqua residence with no running water in hands of commercial building inspector who will do follow up and contact owner in the spring when she returns; complaint of burning garbage in outdoor wood boiler at Newbold residence referred to DNR; Minocqua apartment with no running water due to a fire is now up and running after investigation was completed by fire department, hoarding in a manufactured home will be followed up again in April when the snow has left.

Accreditation Update: Conlon reported the accreditation process is going well, but is very slow. Everything has to be submitted by April 30th. Discussion only, no action taken.

2012 significant issues reviewed, actions taken by Health Committee: Conlon distributed a summary of 2012 significant health issues discussed and actions taken by the Health Committee. Discussion only, no action taken.

WALDHAB Strategic Planning Survey: Last month, Conlon discussed the Wisconsin Association of Local Health Departments and Boards (WALDAB). Today, she presented a State strategic planning survey asking the Board of Health to complete. Questions were asked by Conlon and the survey was completed.

DTACP Contract: Conlon reported the lawyers came to a consensus. No further discussion.

HCET Contract: Conlon reported the lawyers came to a consensus on everything but the ability for their Executive Director to sign contract. They want a certified document saying that the director can sign the contract. Conlon asked the Board for approval to enter into this contract allowing the Reproductive Health Clinic to do consultation and guidance to Health Care & Education Training Inc (HCET) so we're looked upon as leaders in Wisconsin in reproductive health. We will be consulting with them on policies, procedures and guidelines and we will be getting paid for it. It's pretty much what we are already doing but now we will get paid for it. HCET changed everything else that Corp Counsel asked for and did meet and did give the director permission to sign. Conlon asked HCET to work on getting this certification so next year when we get this contract it is all ironed out. Motion made by Saari, seconded Berard to allow the Reproductive Health Clinic to enter into a contract with HCET. Motion carried.

Physicians Update: Conlon is interested in a physician from Aspirus. That physician has been out on maternity leave. She contacted Rob Fabisch, Director of Northern Region Aspirus Clinics, and is waiting for a return phone call. She is really interested in a physician from Aspirus because we have had physicians from Ministry and Marshfield Clinic on the Board in the past.

2012 Close 2: Conlon distributed and discussed Close 2. Close 2 mainly talks about zeroing out our accounts. Approximately \$65,000 from the public health program will be given back to the county due to a full time nurse and Assistant Director leaving and not being replaced immediately. Discussion only, no action taken.

Legislative Update: Conlon discussed the county health rankings which came out. Oneida County did not fair well. We went from 54 last year to 57 this year in county health rankings for health outcomes. Health outcomes are morbidity and mortality. We are ranked 19th in health factors, which include health behaviors, clinical care, social-economic factors and physical environment. Conlon explained health factors influence mortality and morbidity but it takes time. Factors such as who you call and how they feel when questioned also affect the ranking. On a positive note, this may open the county up to receiving grant dollars. A media release went out on county health rankings and can be found on:
<http://www.countyhealthrankings.org/>.

Conlon informed the Committee that WIC funding is looking good for fiscal year 2013. The Senate Appropriations Committee is committed to WIC and it doesn't look like we will get a significant hit in our WIC funding.

Conlon also discussed the raw milk resolution. Channel 7 reported that Senator Glenn Grothman from West Bend is working on a bill that will legalize the sale of raw milk. This is the second time Senator Grothman has tried to get a raw milk bill passed. His first one failed last year. The Board of Health sent a resolution to County Board at that time stating they did not support the sale of raw milk but if sold there were conditions they wanted in place. Conlon will keep the Committee posted. Discussion only, no action taken.

Personnel Update: Reintroduced Carl Meyer, Assistant Director. Discussion only, no action taken.

Request for meetings and workshops: Motion made by Mott, seconded by Saari to approve meetings and workshops as presented. Motion carried.

Vouchers, purchase orders and line item transfers: Motion made by Berard, seconded by Saari to approve voucher and purchase orders totaling \$50,917.32 and line item transfers as presented. Motion carried.

Agenda items for next meeting: Updated OI, performance management, Healthy People, physician update.

Health & Aging:

Minutes of February 21, 2013 meeting: Motion made by Saari, seconded by Brisse to approve minutes of February 21 2013 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting: Regular Meeting scheduled for April 23, 2013 @ 8:30 a.m. at the Health & Aging Building, 100 W Keenan St. Aging will present their agenda first; Health to follow @ approximately 9:15.

Health & Aging Building Issues: The parking lot in front of the building is icy. This area is cleared by Trig's, not the County. This will need to be addressed next year. Discussion only, no action taken.

Aging:

Employee Service Recognition Certificates: Jacobson presented a certificate to Sue Piazza, Assistant Director, for 10 years of service. Sue played a big part in helping Oneida County offer the kind of services that counties with Aging and Disability Resource Centers have before Oneida County got their ADRC in June 2012. Sue has over 20 years experience in social work and continues now as the manager/supervisor of the ADRC - Rhinelander office.

Jacobson celebrated her 15 year anniversary last month and also received a certificate.

Two bus drivers were unable to attend today's meeting due to their busy schedule but will also receive certificates. Rob Meyers celebrates 5 years and Laurie Gilbert celebrates 10 years.

Dianne asked committee members to stop by the Department on Aging before they left to have their pictures taken for the new Senior Resource Directory.

Reappoint citizen member, Joan Hauer: Hauer was officially reappointed at the County Board meeting this week. Jacobson will check with Hauer to make sure she is still interested.

Executive Session: Motion made by Mott, seconded by Berard to adjourn into closed session pursuant to section 19.85(1) (c) to: (1) consider the employment and performance evaluation of an Oneida County employee. (Topic: Aging Director Goals) Roll call vote taken with all voting in the affirmative. Motion carried. Discussion held in closed session.

Motion made by Berard, seconded by Mott to return to open session. Roll call vote taken with all voting in the affirmative. Motion carried.

The following motion was made in the above closed session and announced in open session:

Motion made by Berard, seconded by Saari to approve Aging Director's 2013 goals and 2012 Bureau of Aging and Disability Resources self-assessment report as presented. Also, the Committee would like to see the initial evaluation of the department Director come from the Committee first and then be used in the evaluation process. This recommendation will be forwarded to LRES and administrative rules. Roll call vote taken with all voting in the affirmative. Motion carried.

Personnel Update: There are two vacancies: Elder Benefits Specialist and Aging & Disability Resource Center (ADRC) Specialist. The Elder Benefits Specialist (EBS) turned in her resignation yesterday. The full-time EBS has been on Family Medical Leave since September 2012 and a 60% LTE employee has been performing as much work as possible part-time. Jacobson stated she has

been doing very well and attended a three-day new EBS training in Madison last week. Jacobson urged the committee to recommend LRES waive the six-month waiting period due to the seven months the department has already functioned without a full-time EBS. Motion by Berard, seconded by Meyer to waive the six month waiting month period and forward to LRES. Motion carried.

The ADRC Specialist is resigning for personal health reasons and gave a months notice. Her position is 100% funded through state grants and is critical to have filled for service delivery. Motion made by Sorenson, seconded by Saari to waive the six month waiting period and forward to LRES. Motion carried.

Legislative Update: The sequester will affect the Department on Aging. The Older Americans Act funds for nutrition and home delivered meals will be cut approximately 5% for both 2013 and 2014, or \$10,000-\$13,000. The department will be told which grants will be cut, but we have the choice of how cuts will affect programs. Jacobson told the Committee she will be coming to them next month with more specific information and ideas for increasing other revenue and decreasing expenses.

2012 Close 2: Jacobson reported that \$366 was overlooked and is offered today under line item transfers. Margie Sorenson, Finance Director, has approved Close 2.

Monthly Reports: Staff and program reports: Jacobson distributed and reviewed the monthly reports. Last month, Jacobson was asked how much passenger escorts received. She discussed the policy for passenger co-payments. Passengers are asked to pay a portion of the cost, or co-payment, for escort transportation. For up to 300 miles accumulated during a calendar year, the passenger is asked to pay the Department on Aging one-third of the cost for the driver (18.8 cents per mile). When 301-600 miles are accumulated, the passenger is asked to pay one-half of the cost for the driver (28.5 cents per mile) and for accumulated miles over 600 miles in a calendar year, they are asked to pay the full cost of the driver (56.5 cents per mile) There is a minimum charge of \$5.00 for escort rides.

Jacobson informed the Committee of the Mad Hatter Party being held today. Channel 12 will be there.

The bake sale held last week brought in approximately \$700.00.

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

Out of County Travel: Motion made by Berard, seconded by Meyer to approve out of county travel as presented. Motion carried.

Agenda items for next meeting: Sequestration, response to evaluation recommendation to LRES. Invite Sue Piazza to discuss Alzheimer's and Family Caregivers Support Program.

Public comment/ communications: None.

Motion by Berard, seconded by Saari to adjourn at 10:40 a.m. Motion carried.

Committee Chairman

Committee Secretary