

Health & Aging Committee Meeting Minutes

September 19, 2013

COMMITTEE MEMBERS PRESENT: Romelle Vandervest, Jackie Cody, Bob Mott, Marge Saari, Joan Hauer (Aging), Candy Sorenson, Nancy Brisse (Aging), Greg Berard,

COMMITTEE MEMBERS ABSENT/EXCUSED: Maxine Meyer (Aging), Dr. Amy Slette

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Linda Conlon, Carl Meyer, Todd Troskey, Dianne Jacobson, Brenda Husing, Dawn Johnson,

OTHERS PRESENT: Lynn Papineau

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 Berard to approve today's agenda as presented. Motion carried.

Public Comment/ Communication: Lynn Papineau from Lynn's Catering was introduced to the committee.

2014 LTE Requests: Jacobson presented the four requests for 2014 LTE (Limited Time Employee) positions.

Motion made by Mott, seconded by Brisse to approve LTE requests as presented. Motion carried.

Transit Commission Update: Jacobson presented the Transit Commission update. The consultant for the Transit Commission is funded by state and federal money which is still pending. Discussion only, no action taken.

Nutrition Program: Jacobson presented the nutrition program update. The lunch program donations are up 5%. The lunch time change from noon to 11:30a.m. has not affected attendance. Discussion only, no action taken.

2014-2015 Nutrition Caterer Proposals: Chairperson Romelle Vandervest opened the two bids at 8:45 a.m. that were submitted for the 2014-2015 caterer contracts. Jacobson proposed that a sub-committee be formed to review the proposals.

Motion made by Hauer, seconded by Brisse to approve the forming of a sub-committee to review the 2014-2015 Nutrition Caterer Proposals. Motion carried.

Committee members that volunteered for the sub-committee are Chair- Romelle Vandervest, Bob Mott, Margie Saari, Nancy Brisse, and Greg Berard.

Motion made by Mott, seconded by Cody to approve the members of the sub-committee as presented. Motion carried. Meeting scheduled for October 2, 2013 8:30 a.m. in the Department on Aging Cedar room.

Donation Campaign & Recognition Wall: Jacobson presented the plan for the donation campaign & recognition wall. Jacobson showed the committee several options of sample donation trees.

Motion made by Sorenson, seconded by Hauer to continue to develop a donation campaign & recognition wall, with final committee approval before completion. Motion carried.

Newsletter Update: Jacobson presented the newsletter update. The first edition of the newsletter with Liturgical Publications for January 2014 will come out in December right before the holidays. The sales person from Liturgical will come in October to sell ads to pay for the newsletter. Mary Martin has volunteered to be the editor for the newsletter. Discussion only, no action taken.

Legislative Update: Jacobson presented the legislative update. The Older Americans Act has been hit hard by sequestration. The nutrition program has been especially hit the hardest. The Department on Aging has asked meal participants to write down what their meals means to them. These comments will be sent to the legislators and presented to Senator Duffy during a possible upcoming health fair. Discussion only, no action taken.

Monthly Reports: Staff and program reports: Jacobson presented the monthly reports and program reports for Escort Drivers, Bus Riders, Revenue Balances, and Revenue Items. Discussion only, no action taken.

Vouchers, purchase orders and line item transfers: Jacobson presented the vouchers, purchase orders and line item transfers.

Motion made by Cody, seconded by Berard to approve the vouchers, purchase orders and line item transfers as presented. Motion carried.

Out of County Travel: Jacobson presented the requests for out of county travel.

Motion made by Mott, seconded by Cody to approve the request for out of county travel as presented. Motion carried.

Agenda Items for next meeting: Nutrition contract, Transit committee, nutrition comments, Donor Tree.

Health & Aging

Minutes of September 5, 2013:

Motion made by Cody, seconded by Saari to approve minutes of September 5, 2013 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting:

Regular meeting scheduled for October 17, 2013 @8:30 a.m. at the Health & Aging Building, 100 W Keenan St. Aging to go first with Health to follow at 9:30 a.m. Sub-committee for 2014-2016

Nutrition Caterer Proposals meeting scheduled for Wednesday Oct 2, 2013 @8:30 a.m. in the Department on Aging Cedar Room at the same location.

Health & Aging Issues:

The fire alarm was accidentally set off in the Health Department. A notice was sent to Buildings & Grounds to install a hinged cover to prevent another accidental fire alarm. Discussion only, no action taken.

2014 Budget:

Budget meetings will be held October 9, 10,11,2013. Health & Aging Committee members will be notified of the date and time for Department on Aging and Public Health when the information is scheduled. Discussion only, no action taken.

Health

Program Update: FIT Families/WIC:

Brenda Husing; WIC Director/ Registered Dietitian presented the program update for FIT Families (as part of the WIC program). Discussion only, no action taken.

Monthly Reports:

Environmental Health summary was given by Todd Troskey, Sanitarian.

Rhineland Large Retail Food-repackaged food with incorrect labels;

Lake Tomahawk Restaurant-Dog in Restaurant;

Rhineland Restaurant-re service of food served to tables;

Nokomis Restaurant- unlicensed food service;

Nokomis Lodging-unlicensed lodging during the Fall Ride Motorcycle gathering.

Other

- 1) New legislation that will likely go into effect later this year requires food service inspections at (350.11 WI Stats.) The Law Enforcement Center jail administrator contacted the Health Department (September17) for information on inspections and cost. Based on the language in the new rule" annual inspection of all full-production and service kitchens by a qualified, independent outside source documenting food service facility meets health and safety codes;" the OCHD wanted to make sure of the intent of that language.

Communicable Disease summary was given by Director.

1AFB Smear Positive, 3 Babesiosis, 1Camplobacteriosis, 4 Chlamydia Trachomatis infection, 1 Cyclosporiasis, 1 E-coli, Shiga Toxin-producing (STEC), 1 Ehrlichiosis, E. chaffeensis, 8 Ehrlichiosis/Anaplasmosis, A. phagocytophilum, 1 Hepatitis A, 1 Hepatitis B, Acute, Hepatitis B Unspecified, 2 Hepatitis C, 12 Lyme Disease, 16 Lyme Laboratory report, 4 Pertussis (whooping cough), 1 Salmonellosis, 1 Streptococcal Disease, 1 Invasive, Group B, 1 Varicella (chickenpox)

Health Hazards summary was given by Director. Discussion only, no action taken.

Tobacco & Public Health Preparedness contracts:

Conlon reviewed the tobacco and public health preparedness contracts. Corporation Counsel reviewed the contracts per county policy and is working with the state of Wisconsin for possible changes. These contracts have been signed in previous years.

Motion by Saari, seconded by Mott to accept tobacco and public health preparedness grant dollars and proceed with County Board Chair signing contracts.

Conlon requested that only County Board Chair needs to sign all contracts that have been reviewed by corporation counsel, instead of both County Board Chair and Health and Aging Chair.

Motion made by Cody, seconded by Saari to approve that only the County Board Chair needs to sign grant contracts for the health department. Motion carried.

Accreditation Update:

Conlon gave the accreditation update. Scheduled site visit for Nov 20 & 21. Discussion only, no action taken.

Shared Services Grant:

Conlon presented the update on the Shared Service Grant. The shared service result of survey is to make better use of resources and services. Discussion only, no action taken.

Legislative Update:

Conlon gave the legislative update, handing out a grid with several public health related legislative bills. Conlon specifically spoke about Senate Bill 236, sale of unpasteurized milk. Conlon will develop a sample letter for Committee members to personalize and send to their legislators discussing the issues with the legalization of the sale of raw milk.

Motion made by Cody, seconded by Saari to approve the drafting of the letter discussing the issues with the legalization of the sale of raw milk to the state legislators. Motion carried.

Request for meetings and workshops:

Conlon presented the requests for meetings and workshops.

Motion made by Cody, seconded by Mott to approve the requests for meetings and workshops as presented. Motion carried.

Vouchers, purchase orders and line item transfers:

Conlon presented the vouchers, purchase orders and line item transfers.

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

Agenda Items for next meeting: Review programs for Accreditation and plans. Discussion only, no action taken.

Public Comment/Communication: None

Motion made by Cody, seconded by Berard to adjourn at 10:30 a.m. Motion carried.

Committee Chairman

Committee Secretary