

Health & Aging Committee Meeting Minutes

May 16, 2014

COMMITTEE MEMBERS PRESENT: Bob Mott, Jackie Cody, Alan VanRaalte, Tom Kelly, Marge Saari, Bill Freudenberg, Dr. Amy Slette

COMMITTEE MEMBERS ABSENT/EXCUSED: Joan Hauer (Aging), Nancy Brissee (Aging)

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None

STAFF PRESENT: Linda Conlon, Dianne Jacobson, Dawn Johnson, Linda Pipgras, Lisa Charbarneau, Carl Meyer, Todd Troskey, Jody McKinney

OTHERS PRESENT: Barbara Young

Aging:

Meeting called to order by Chairperson Bob Mott 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 Saari, seconded by Kelly to approve today's agenda as presented. Motion carried.

Public Comment/ Communication: Barbara Young, Rhinelander resident and employed at the Minocqua Library.

Transit Commission Update: Jacobson presented the Transit Commission Update. Jacobson handed out the proposal prepared by David Lowe to apply for the consultant to assist in the Development of a Transit Commission to serve the areas of Forest, Oneida and Vilas Counties, Wisconsin.

Motion made by Cody, seconded by Saari to enter into a contract with David Lowe for consultant services as outlined in the proposal with the total not to exceed \$9,960. Funding will be split between Vilas, Forest and Oneida County Aging Units, with Oneida contributing \$ 3,320 from the DOT Trust account. Motion carried.

Headwaters Transit Request: Headwaters sent a request for a repair for their bus totaling approximately \$3,880.24 for transmission repairs for their 2010 Ford bus with a little over 65,000 miles on it. Headwaters is asking for part of their repairs to be paid for by the Department on Aging's DOT Trust account. At the request of this committee at the April 22 meeting, Headwaters was asked to go back to the vehicle dealer for warranty coverage on this repair before going forward with this request. The dealer responded that this bus has a 60,000 mile powertrain warranty.

Motion made by VanRaalte, seconded by Bill Freudenberg to reimburse Headwaters no more than 50% of the \$3,880.24 of the total repair bill, from the Oneida County Department on Aging DOT Trust Fund. Motion carried.

Rhinelander Adult Daycare update: Jacobson gave the adult daycare update. Milestone Senior Living is in the process of being certified for an Adult Daycare, targeted to start in June. Discussion only, no action taken.

Nutrition Program Funding: Jacobson presented the nutrition program funding update. Jacobson also presented the results of the nutrition surveys that were sent out to all home delivered participants (C-2) and the congregate diners (C-1). Discussion only, no action taken.

Giving Tree donation program update: Jacobson gave the Giving Tree donation program update. Discussion only, no action taken.

Legislative Update: Jacobson presented the legislative update. Jacobson presented three letters for the committee to sign asking Senator Duffy, Senator Baldwin, and Senator Johnson for their support of the Older Americans Act. Committee members signed the letters to be mailed. Discussion only, no action taken.

Monthly Reports: Staff and program reports: Jacobson presented the monthly reports. Jacobson gave a recap of the very successful Senior Center rummage sale that was held at the River Walk Center May 8, 9 & 10. Committee member Tom Kelly mentioned his years of experience as the past Chair for the huge B.S.A. Country Store event held at the Ice Arena. Kelly was encouraged to lend his expertise to the Senior Center for their 2015 sale. Discussion only, no action taken.

Vouchers, purchase orders Jacobson presented the vouchers and purchase orders. Motion made by, VanRaalte seconded by Cody to approve the monthly vouchers and purchase orders as presented. Motion Carried.

Line Item Transfers: Jacobson presented the Line item transfers. Motion made by, Cody seconded by Saari to approve the line item transfers as presented. Motion Carried.

Agenda Items for next meeting: Rhinelander Adult Daycare, Transit committee update, Giving Tree

Health & Aging:

Minutes of April 22, 2014:

Motion made by Saari, seconded by Cody to approve minutes of April 22, 2014 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting:

Regular meeting scheduled for June 19, 2014 @ 9:00 a.m. at the Health & Aging Building, 100 W Keenan St. Aging to go first with Health to follow at 10:00 a.m.

Health & Aging Issues: Parking black topping and painting still pending due to property lines agreement with neighboring businesses. Rain gutters and diverters needed over the back employee entrance and also in the front entrance due to ice build up.

Motion made by Cody, seconded by VanRaalte to approve a letter be sent to Building and Grounds and to copy Corp Council outlining the safety issues and liability issues with the rain gutter issue in the winter. Motion carried.

Health:

Public Comment/ Communications: None.

Staff Position Request: Conlon and Jacobson discussed an opportunity for the two departments to share personnel. Patti Theiler, Health Department Account Clerk, will be reducing her hours from 100% to 80%. Maria Cox, Department on Aging Account Clerk, currently is at 50%. They are looking at increasing Maria to 70%. That extra day will be spent in the Health Department training with Patti. This will benefit both departments: The Health Department will benefit having Maria trained to fill in as Account Clerk plus Maria will be available if the Department on Aging has an accounting question.

Motion made by VanRaalte to approve concept presented to increase Maria to 70%, Patti to 80% and have Maria train with Patti. Motion carried.

Vacancy Review: The Health Department recently recruited for a Community Health Specialist and filled that position. The second most qualified applicant was offered a position to fill the recent vacancy with Niki Kostrova's resignation. That applicant declined. Conlon discussed with LRES and the position will be posted again. Niki worked in the tobacco program. Conlon would like the new 80% position to work three days in the tobacco program and one day in general public health to give them the full aspect of public health. The two recently hired Community Health Specialists would each pick up one day in the tobacco program and work their other four days in their respective programs.

Motion made by Saari, seconded by Kelly to approve an 80% position to fill the vacant position. Motion carried.

Orientation of new Board of Health members: Conlon reviewed another section of the orientation binder for Board of Health members, including responsibilities of board members. Discussion only, no action taken.

Mental Health Drop-In Center Update: Conlon distributed information from the gentleman running the Mental Health Drop-In Center. No location has yet been determined. Conlon directed the committee to contact herself or Charlotte Ahrens with any questions they might have. Discussion only, no action taken.

Monthly Reports:

- Environmental Health – Summary given by Todd Troskey, registered sanitarian. Jody McKinney, registered sanitarian, was introduced to new board members.
 - Three Lakes restaurant and lodging – complaint prompted an investigation. The facility was closed, unbeknownst to the Health Department. The operator/ owner

left a large amount of garbage. A certified letter was sent stating inspection findings and required corrective action.

- Communicable Disease – Summary given by Director.
 - 1 campylobacteriosis, 6 chlamydia, 2 lyme disease, 2 Hepatitis C, 1 blastomycosis, 1 salmonella, 1 influenza.
- Health Hazards – Summary given by Director.
 - 1 garbage, 1 mold, 1 pets (hoarding), 1 toxic fumes.
- Legislative Update – None.
- Community Outreach/ Media – Conlon presented the health department's outreach log listing blogs, media release and presentations done by staff for the year.

Discussion only, no action taken.

Accreditation Celebration: There will be an e-invite going out to announce the accreditation celebration on Wednesday, June 4th from 12:30 – 2:00 p.m. at the Health & Aging building. A press release will go out to Channel 12, the radio stations and newspapers. The celebration will be held outdoors if weather permits. Conlon distributed an attentive agenda for the celebration. Discussion only, no action taken.

2014 OCHD Fees: Motion made by Cody, seconded by VanRaalte to approve the 2014 OCHD fees as presented. Motion carried.

Resolution for Affordable Care Act (ACA) money: Discussed the resolution brought to the Committee at last month's meeting by VanRaalte. Conlon revised resolution slightly. Due to the ACA being relatively new, there is not a lot of data yet. Committee asked that more information be brought back to next month's meeting. Discussion only, no action taken.

Vouchers, purchase orders and line item transfers: Motion make by Cody, seconded by Kelly to approve vouchers and purchase orders totaling \$31,659.98 as presented. Motion carried.

Motion made by VanRaalte, seconded by Cody to approve line item transfers as presented. Motion carried.

Agenda items for next meeting: Accreditation celebration, orientation of new Board of Health members, resolution for Affordable Care Act money.

Public Comment/ Communications: None.

Adjournment: Motion made by Kelly, seconded by Saari to adjourn at 11:10 a.m. Motion carried.

Committee Chairman

Committee Secretary