

# Health & Aging Committee Meeting Minutes

## August 20, 2015

**COMMITTEE MEMBERS PRESENT:** Alan VanRaalte, Tom Kelly, Jackie Cody, Bill Freudenberg, Dr. Amy Slette (Health), Marge Saari, Bob Mott, Nancy Brissee (Aging)

**COMMITTEE MEMBERS ABSENT/EXCUSED:** Joan Hauer (Aging), Ed Hammer (Aging)

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None

**STAFF PRESENT:** Carl Meyer, Maria Skubal, Dianne Jacobson, Dawn Johnson, Maria Cox (Aging)

**OTHERS PRESENT:** None

---

### Health:

Meeting called to order by Acting Chairperson Bob Mott at 9:00 a.m. at the Health & Aging Building, 100 W Keenan Street.

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

Approval of agenda for today's regular meeting: Motion made by Jackie Cody, seconded by Alan VanRaalte to approve today's agenda with the discretion of the chairperson to move the order of items on the agenda as needed. All ayes; motion carried.

Public comment/communications: None

### Monthly Reports/ Updates:

- Environmental Health – Summary given by Todd Troskey:
  - Over the past three years and again this year, an Oneida County body art facility has been consistently late with renewals. Additionally, required monthly spore tests have been submitted sporadically, with 2 of the last 4 months not submitted to the Health Department as requested.
  - In each of the last three years, the Health Department has worked with the operator in order to receive payment of license fees without revoking the license, which could have been done. In the past three years the facility could have been closed considering late payment, and a new license and pre inspection could have been required in order for the facility to reopen. Rather than revoking the operator's license, the health department had chosen to work with the operator.
  - Considering continued difficulty and with support from Oneida County Corporation Counsel, the Health Department will now revoke the facility license.

- Motion made by Bill Freudenberg, seconded by Alan VanRaalte to approve corporation counsel's recommendation to revoke the business license. All ayes, motion carried.
- The Town of Crescent spring will be disinfected for a second time today due to continuous bacterial growth in their spring box. The cause of the bacteria is unknown but the health department is currently working with the town to resolve the issue in the near future.
- Communicable Disease – Summary given by Carl Meyer:
  - Reported: 1 arboviral illness (west nile virus), 1 campylobacteriosis, 7 chlamydia, 1 cryptosporidiosis, 1 e-coli, 9 ehrlichiosis/anaplasmosis, 1 giardiasis, 3 hepatitis C, 15 lyme disease, 22 lyme laboratory report, 2 metal poisoning (non-lead), 1 mumps, 2 mycobacterial disease, 5 pertussis (whooping cough), 1 streptococcal disease
  - Confirmed: 1 campylobacteriosis, 6 chlamydia, 1 cryptosporidiosis, 1 e-coli, 8 ehrlichiosis/anaplasmosis, 1 giardiasis, 2 hepatitis C, 3 lyme disease, 2 mycobacterial disease
- Health Hazards – Summary given by Carl Meyer:
  - New cases: 6 new cases; 3 for housing, 2 solid waste/garbage and 1 water quality.
  - Existing cases: 4 existing cases; 1 housing, 2 meth, 1 solid waste/garbage  
Currently, a total of 7 open cases.
- Legislative Update – Summary given by Carl Meyer:
  - AB 72 would prohibit the sale of powdered alcohol in Wisconsin.
  - AB 94 Would create a felony for death or harm caused to a child by co-sleeping while intoxicated. It would also require certain entities, including health care providers and public health entities to provide information about the dangers of intoxicated co-sleeping.
  - AB 146 Would specifically include e-cigarettes and vapor devices under Wisconsin's smoke-free indoor air law.
  - AB 203 Would authorize certain recreation facilities (e.g. campgrounds, sport arenas, etc.) and other entities to obtain and utilize epi-pens to treat severe/life-threatening allergic reactions
  - AB 237 Would prohibit physicians from providing non-emergency abortions after 20 weeks of pregnancy. The bill does not provide exceptions for pregnancies resulting from sexual assault or incest. It would create felony penalties for physicians who do not comply with the provisions of the bill.
  - AB 257 Would create an exemption from lead inspection requirements for lead sampling or testing done in certain building renovations.

Introduce new employees: Please welcome our two newest employees, Nichole Peplinski and Kristi Wehrwein. Nichole, RN, BSN, has experience in long term care and public health care and will be the new regional coordinator of the Wisconsin Well Woman Program. She will manage 9 counties for the program with Oneida County acting as the fiscal agent. Kristi, is the new receptionist for the health department. She has experience previously working at Howard Young in the Quality Risk Management Department and has additional experience in administrative support.

Christie Oestreich will be interning with the health department for the next 3 months. She is a MPH candidate and will primarily focus on projects involving mental health and health equity.

RN/RD wage scale: Upon conclusion of the county's Carlson-Dettmann wage study, the health department submitted an appeal regarding the RN/RD wage classification. The appeal was not approved with recommendation to post positions at the classification the study revealed. Both RN and RD positions have been posted since the wage classification. An RN position has been filled, but a request was made to approve the new RN to begin at step 6 of the wage scale considering experience. The health department views the current RN/RD wage classification as a barrier to applicants for the current RD vacancy. The health department interviewed and offered position to one candidate and candidate declined due to salary. The Health Department proposes to move the RN/RD wage scale classification from grade J to grade K. Motion made by Jackie Cody, seconded by Bill Freudenberg to approve this grade increase. All ayes, motion carried.

LTE requests: LTE requests were submitted for an RN and support staff for help during the flu season as well as an RD for back up within the WIC program. Motion made by Alan VanRaalte, seconded by Marge Saari to approve all LTE requests. All ayes; motion carried.

Board of Health Project Proposal:

Discussion was held on a board of health project. Examples of Quality Improvement projects were discussed including use of the Kaizen method (Death Certificate Filing and Time Reduction in Conducting Point of Sale Real Estate Septic and Well Inspections). Another proposed project was to draft an e-cigarette ordinance within the county. However, at this time the proposal will wait to see the outcome of proposed bill # AB 146. Project ideas will be discussed once bill # AB146 has been finalized.

Vouchers, purchase orders and line item transfers: Line item transfer for wages, invoices and vouchers discussed. Motion made by Marge Saari, seconded by Alan VanRaalte to approve the line item transfers, vouchers and purchase orders. All ayes; motion carried.

Agenda items for next meeting:

- Update on body art facility
- Follow up from LRES regarding the wage for RD and the Carlson Dettmann study.
- E-cigarette bill update

Public Comment/communications: Complements to the health department on the reports and studies that can now be generated from Nightingale Notes.

**Health & Aging:**

Minutes of July 16, 2015 meeting: The meeting minutes for July 16, 2015 were reviewed. Motion made by Alan VanRaalte, seconded by Jackie Cody to approve the meeting minutes. All ayes; motion carried.

Date/time/location of next meeting: Regular meeting scheduled for September 17, 2015 at 9:00 a.m. in the Health & Aging Building, 100 W Keenan Street. The Board of Health meeting will

begin at 9:00 a.m. on the second floor with joint meeting of Health & Aging to follow. The Commission on Aging will meet at approximately 10:00 a.m. on the first floor.

Health and Aging issues: Evaluate meeting time and department to start meetings. Survey results indicated 9 people were available the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup>, Thursdays of the month. Meetings will be moved to the second Thursday of the month starting in October. September meeting will remain as planned. More discussion on meeting logistics during this time.

Public comment/communication: None

Recess: The meeting will recess for a few minutes and reconvene in the same room for the Commission on Aging Meeting. The Board of Health only members are excused. Motion made by Tom Kelly, seconded by Alan VanRaalte to adjourn the meeting. All ayes.

### **Aging:**

Reconvene meeting: 10:04 am

Public comment/ communications: Account Clerk Maria Cox for the Department on Aging present

Transit Commission Update: Jacobson gave the Transit Commission update.

Update including hiring process: The applications for the Transit Commission Manager will close on August 25, 2015. They have already had several applicants. The Transit Commission should have a Manager by the end of October.

Charter: Forest County will be out of the Transit Commission in mid-September 2015. The Transit Commission will continue with the old charter until a new charter is complete. The Transit commission will likely remove the ninety day notice for a participating member (county) to withdraw from the Transit Commission after they have formally requested.

Motion made by Mott, seconded by Brisse to recommend keeping the ninety day notice for withdrawal for any participating party in the Transit Commission Charter. All ayes; motion carried.

Sub-contract for services: The contract is still being discussed with Corp Council to be approved. Hammer, Jacobson and Freudenberg visited the Headwaters office site for possible office space for the Transit Commission Manager. There are still several other offices to be toured. Jacobson requested to move forward on the sub-contract with Headwaters Inc. to take over the transportation for Lakeland's bus. Jacobson also requested that the remaining 85-21 money for 2015 be transferred to Headwaters Inc. to provide this service. Vilas County has already voted to move their 2015 remaining 85-21 money to Headwaters Inc.

Motion made by Cody, seconded by Van Raalte to approve a sub-contract with Headwaters, Inc. to replace the Lakeland Senior Center van service pending approval by Corporation Counsel office. The commission members also supported moving the remaining 2015 85-21 money to be transferred to Headwaters, Inc. to provide this service. All ayes; motion carried.

Commission on Aging By-Laws: Jacobson presented the Commission on Aging By-Laws with previous changes discussed. Motion made by Kelly, seconded by Cody to approve the Commission on Aging By-Laws as presented. All ayes, motion carried.

2016 LTE Requests: Jacobson presented the 2016 LTE Budget requests for ongoing positions (Site Managers, Substitute Bus Drivers, Receptionist and ADRC Specialist)

Motion made by Brisse, seconded by Cody to approve the 2016 LTE requests as presented and forward to the LRES committee for final approval. All ayes; motion carried.

2016 Budget: Jacobson presented the 2016 Budget for the Department on Aging.

Motion made by Mott, seconded by Cody to approve the 2016 Budget as presented and forward on to the Finance Committee. All ayes; motion carried.

Lakeland Senior Center Updates: Jacobson gave the Lakeland Senior Center update. Jacobson attended the annual Lakeland Senior Center Board meeting on Tuesday August 18, 2015. There were about 60 people in attendance. The attendees for this meeting, many people expressed their concerns on the performance of the Director which resulted in lack of insurance of the Senior Center. The audit of the financials has not been completed. The Lakeland Senior Center will be holding an open meeting at the Woodruff Town Hall on September 14, 2015 at 10:00 am and again at 6:30 pm for open discussion of their services and what they should provide at the Senior Center. Discussion only, no action taken.

2016-17 Caterer Contract: Jacobson presented the 2016-17 Caterer Contract for approval. Motion made by Cody, seconded by Brisse to approve the 2016-17 Caterer request for proposals as presented. All ayes, motion carried.

Three Year State Plan: Jacobson presented the draft Goals for the 2016-2019 Aging Unit plan. The Public Hearing will be September 8, 2015 at 11 a.m. The Commission will approve the plan at the September meeting. Discussion only, no action taken.

Legislative Update: Nothing new at this time.

ADRC of the Northwoods Interim Regional Manager Update: The job vacancy for the ADRC of the Northwoods Regional Manager has been posted in the local papers. This job posting closes on September 10 2015. The ADRC Executive Board will meet on September 18, 2015 and will pick the top candidates to interview. Discussion only, no action taken.

Monthly Reports: Staff and program reports: Jacobson presented the monthly reports. Discussion only, no action taken.

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

Motions made by Cody, seconded by VanRaalte to approve the vouchers and purchase orders and line item transfers for approval as presented. All ayes, motion carried.

Agenda items next meeting: Lakeland Senior Center, Transit Commission, ADRC Update, Nutrition bid and all other usual agenda items.

Public comment/communication: None

Adjournment: Motion made by Cody, seconded by Brisse, to adjourn at 11:23 a.m. All ayes; motion carried.

---

Committee Chairman

---

Committee Secretary