

**March 25, 2015 Board of Health Meeting
County Courthouse, Room G-302**

The Board of Health convened in open session at 5:15 pm
The meeting was called to order by Merrey Price

**Board Members
Present**

Quorum is reached

Jerry Wilkie
John Paddock
Merrey Price
Donald Bodeau
Liz Spencer
Kathy Mitchell

Board Members Absent:

Jennifer Eddy
Blair Johnson

Staff Members

Present:

Lieske Giese
Gina Holt (recorder)

Additional Staff Members:

Jacqueline Krumenauer
Ellen Prodoehl

Public:

None

Board of Health members were introduced to the new Public Health Nurse, Ellen Prodoehl

Order of Agenda Request to pull items from Consent Agenda

- No requests

Public Comment:

- No Comment

Consent Agenda

- a. Approval of minutes from February 25, 2015
- b. Approval of 2015 Consolidated Contracts
- c. Sign Public Health Week Proclamation
- d. Sign Parents Who Host Proclamation

Motion to approve Consent Agenda: Kathy Mitchell

2nd Motion: John Paddock

Motion Carried: Yes (unanimous vote)

Business Item

- a. Monthly Financial
 - Continue to make 2014 adjustments. This process should be completed by the end of the month
 - Carry over entries cannot be made until approved by City Council
 - Board expresses the appreciation for the clean financial reports that they receive each month

Motion to receive the Monthly Financial Review: John Paddock

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (unanimous vote)

- b. Approve WWWP Regional Contract agreement
 - There are unmet needs in getting women screened, this can be a great opportunity to be a voice regarding the organization redesign and importance of this service
 - Proposed funding currently is \$80,483 annually

- Proposed transitional funding for Eau Claire County is \$5,112
- It is a two year contract, the funding is primarily provided by the CDC
- This is a new model for Wisconsin, other states have already been using similar module
- The number served are increased based on the 2014 contract numbers
- The change in the model could increase travel time for patients with a single provider for service

Motion to approve WWWP Regional Contract agreement as presented by Health Department staff: Donald Bodeau

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (unanimous vote)

- c. Accept funding from HCET for the Get Yourself Tested Campaign in the amount of \$4,000
- The funding will cover outreach materials
 - The number of cases of chlamydia and gonorrhea are on the rise in our county
 - Chlamydia cases are the highest of all the reportable communicable diseases-even more than Lyme disease

Motion to approve the accept funding from HCET for the Get Yourself Tested Campaign in the amount of \$4,000as presented by Health Department staff: John Paddock

2nd Motion: Donald Bodeau

Motion Carried: Yes (unanimous vote)

- d. Accept the PHEP conference and training scholarship awards from the WI Division of Public Health in the amount of \$6845 for calendar year 2015
- The funding will provide a full scholarship for travel and training

Motion to accept the PHEP conference and training scholarship awards from the WI Division of Public Health in the amount of \$6845 for calendar year 2015 as presented by Health Department staff: Gerald Wilkie

2nd Motion: John Paddock

Motion Carried: Yes (unanimous vote)

- e. Accept the community mini-grant from the Children's Health Alliance of Wisconsin in the amount of \$1,500
- This is a one year grant that the Healthy Communities Oral Health Action Team will implement
 - The Health Department is the fiscal agent
 - Grant funds will support educational outreach in the community including materials

Motion to accept the community mini-grant from the Children's Health Alliance of Wisconsin in the amount of \$1,500 as presented by Health Department staff: Donald Bodeau

2nd Motion: Kathy Mitchell

Motion Carried: Yes (unanimous vote)

- f. Approve BOH Policy on action related to ECCCHD policy and procedure
- The board suggests only having the first sentence under policy and moving the rest of the content from the policy section to the process section

Motion to approve BOH Policy on action related to ECCCHD policy and procedure including the following changes-The Policy Section will read “The Board of Health will approve all Eau Claire City County Health Department policies that have a fiscal or budgetary impact, or that have the potential for controversial implications” The rest of the content will be included in the

Process Section: Gerald Wilkie

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (unanimous vote)

- g. Approve ECCCHD Handbook revision – Vacation, Short -Term Disability, Long-Term Disability, and Dental provisions

- The change would keep us in closer alignment with the City and County carryover policies and give employees the ability to thoughtfully schedule longer vacations
- This will increase the ability to forecast the annual cost of employees leave
- Addition of language on dental and short term disability benefits at employee cost

Motion to approve ECCCHD Handbook revision – Vacation, Short Term Disability, Long-Term Disability and Dental provisions as presented by Health Department staff: Kathy Mitchell

2nd Motion: Donald Bodeau

Motion Carried: Yes (unanimous vote)

- h. Approve resolution on State of WI Budget

- Board members discuss the resolution and decide that it is not specific enough to reflect their position on subject matter
- Board members suggest a motion that allows Lieske and Merey represent the BOH, and the Health Department on the ongoing state and federal budget in regards to those matters applying to public health funding
- Board members state that the board president and the health director should move forward with creating letters and then share them at the monthly board of health meetings
- If later in the budget process it is necessary then more specific resolutions could be prepared
- Resolution 15-03 will not be approved at this time. Letters communicating the importance of state and federal funding for prevention and public health efforts will be created

Motion to approve the Board of Health President and the Health Department Director to move forward creating letters communicating the importance of state and federal funding for prevention and public health efforts. These letters will be shared at the monthly Board of Health meetings: Kathy Mitchell

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (unanimous vote)

- i. Approve resolution on Federal Budget

- Board members suggest a motion that allows Lieske and Merey represent the BOH, and the Health Department on the ongoing state and federal budget in regards to those matters applying to public health funding
- If later in the budget process it is necessary then more specific resolutions could be prepared
- Resolution 15-04 will not be approved at this time. Letters communicating the importance of state and federal funding for prevention and public health efforts will be created

Motion to approve the Board of Health President and the Health Department Director creating letters communicating the importance of state and federal funding for prevention and public health efforts. These letters will be shared at the monthly Board of Health meetings: Elizabeth Spencer
2nd Motion: Donald Bodeau
Motion Carried: Yes (unanimous vote)

Other policy and informational items from staff for the Board

- a. Director/Health Officer Report
 - Discussed the Dwelling Code violations that resulted in place carding of Amish residence in Fairchild –the Health Department is not be part of the eviction process
 - Board members express concerns with amount of asthma attacks that Eau Claire residents suffer from
 - Kitty Rahl announced her retirement-Board members take a moment to express their gratitude for the service that she has provided. No decisions have been made as far as how the position will be filled
- b. Correspondence/Media –enclosed
 - No comment
- c. Health Department Strategic Plan update
 - A lot of progress is being made by all of the Health Department staff
 - Management team is focusing on working on goals at their weekly meetings
 - The Strategic plan continues to serve as a great working document
- d. County Health Rankings – 2015 report
 - Still in around the same place as last year
 - Some areas of concern were physical environment and income in equality
- e. BOH Fact Sheet Template – revisions per BOH recommendations
 - The fact sheet will be shared with the management team and will be used for future meetings
- f. Service Recognition
 - Gail Feltz-WIC Clerk-5 years
 - Alice Hampton-Spanish Interpreter-5 years
 - Tate Zurbuchen-Environmental Health Specialist II- 20 years
- g. ECCHD Annual Report
 - This is the summary of the annual report for public
 - Cortney Draxler and other department staff worked very hard in putting this together
 - Board will be offered copies of the full annual report as it becomes available

Board member informational items

- a. BOH Strategic Plan Goal 1, Strategy 1.1
 - This agenda item will be moved to the April 2015 BOH meeting
- b. Eau Claire Healthy Communities – Legislative Event and Celebration (April 30th, 2015)
 - This will be publicly noticed
- c. 2014 Liaison Report to the County
 - Jerry Wilkie will present this to the county board

- d. 2015 NALBOH Annual Meeting
 - Lieske will be presenting at the conference

Requests from Board members for future agenda items to be given consideration

- a. None

Next scheduled BOH meeting is April 22, 2015 at 5:15 p.m.
Meray Price adjourned the meeting at 6:41 p.m.