

**October 21, 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 Mery Price

**Board Members Present
Quorum is reached**

Mery Price
Kathy Mitchell
Elizabeth Spencer
Gerald Wilkie
Blair Johnson
Jennifer Eddy
Donald Bodeau-5:23 pm

**Board Members
Absent:**

John Paddock

Staff Members Present:

Lieske Giese
Shane Sanderson
Gina Holt (recorder)

Additional Staff Members:

Jackie Krumenauer
Beth Draeger
Public:
None

Order of Agenda Request to pull items from Consent Agenda

- No requests made

Public Comment:

- None

Consent Agenda

- a. Approval of minutes from September 23, 2015
- b. Renew WIC agreement with the Eau Claire Area School District Head Start Program

Motion to approve Consent Agenda: Kathy Mitchell

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

Business Item

- a. Monthly Financial
 - It continues to be a health department goal to put money into fund balance in order to build for capital purchases
 - There has been some unexpected revenue coming in from some of the following areas:
 - Collecting debt service from the county that had been outstanding and wasn't expected in the 2015 budget
 - Birth to three dollars came in from last years close out of the Department of Human Services billing
 - We had budgeted more for the rent agreement with the County than what was negotiated
 - Higher fees
 - Open job positions
 - There has also been some decreased revenue from some of the following areas:
 - Family Planning Clinic and PNCC programs are anticipating less revenue (MA)
 - The budget specialist discovered that in 2014 a community partner was billed twice for their share of the community health assessment which resulted in an extra \$20,000. This amount will come to the board as a request for fund balance use (2014 reversal of revenue)

Motion to receive the Monthly Financial Review: Gerald Wilkie

2nd Motion: Blair Johnson
Motion Carried: Yes (unanimous vote)

b. Environmental Methamphetamine Testing Fee

- Private customers who come forward with interest would pay the fee to swab for meth testing
- The most common health effects are from soft surfaces such as furniture
- There would be no disposal costs of the swab sample
- If there is a positive test the state recommendations would be given to the landlord or homeowner and it would be their responsibility to dispose of the contaminated property

Motion to approve Environmental Methamphetamine Testing Fee as presented by Health Department Staff: Blair Johnson
2nd Motion: Donald Bodeau
Motion Carried: Yes (unanimous vote)

c. Lab Purchase - Autoclave

- This item has been on the capital purchase list for quite some time and is essential to the lab
- Part of negotiation with vendors has been the need for it to be purchased and delivered before the end of the year

Motion to approve Lab Purchase - Autoclave in the amount of up to \$20,000 as presented by Health Department Staff: Kathy Mitchell
2nd Motion: Donald Bodeau
Motion Carried: Yes (unanimous vote)

d. Lab Purchase - Gas Chromatograph Mass Spectrometer

- Expanding the lab services allows the Health Department to become more of a regional asset
- Part of negotiation with vendors has been the need for it to be purchased and delivered before the end of the year

Motion to approve Lab Purchase - Gas Chromatograph Mass Spectrometer in the amount of up to \$65,000 as presented by Health Department Staff: Jennifer Eddy
2nd Motion: Blair Johnson
Motion Carried: Yes (unanimous vote)

e. Xerox Web-based Septic Pumping Documentation Program

- Moving from a paper based system to an automated system will allow for better data output
- There is an expense to build and maintain the web portal. Ongoing maintenance will be built into operational expenses in the future
- The City and County are supportive of this program
- Environmental health staff met with the haulers in the spring and they were aware and supportive of the possibility this change may take place. Training will be provided to the haulers on how to use the new program

Motion to approve Xerox Web-based Septic Pumping Documentation Program in the amount of up to \$11,000 as presented by Health Department Staff: Donald Bodeau
2nd Motion: Kathy Mitchell

Motion Carried: Yes (unanimous vote)

f. Management Office Remodel

- Remodel will include replacing old desk systems for management offices
- The vendor has assured the health department that it can be done by the end of 2015

Motion to approve Management Office Remodel in the amount of up to \$25,000 as presented by Health Department Staff: Blair Johnson

2nd Motion: Kathy Mitchell

Motion Carried: Yes (unanimous vote)

g. Reproductive Health Training Stipend

- This will continue to build our relationship and collaboration with UWEC

Motion to approve Reproductive Health Training Stipend in the amount of \$500 plus expenses as presented by Health Department Staff: Donald Bodeau

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

h. Reproductive Health Reference Resource Stipend

- The funding would be used to purchase an ICD-10 book or software
- Board members encourage annual training on ICD-10 coding

Motion to approve Reproductive Health Reference Resource Stipend as presented by Health Department Staff: Gerald Wilkie

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (unanimous vote)

Other policy and informational items from staff for the Board

a. Director/Health Officer Report

- Be fit forum discussion
- Waivers to plumbing code discussion

b. Correspondence/Media –enclosed

- No discussion

c. 2016 ECCCHD Budget update

- There has been a lot of discussion by county Board members regarding prevention and there is a strong support of health department evidence based programs

d. Eau Claire Healthy Communities Update

- April 28th 2016 will be the Legislative Event and Celebration, board members are encouraged to put on their calendars
- There has been a lot of feedback expressing the importance of focusing on mental health. The partnerships that collaborated in working on the health assessment had a shared priority of mental health. There are ongoing conversations regarding if that team would like to collaborate and pool resources to really do something with substance around mental health and prevention.

e. City of Eau Claire Massage Ordinance Update

- The health department is working with the City legal and police departments on what is the next step in the process

Board member informational items

- a. November work session overview
 - The work session will take November 11th from 5:15-7:00 pm
 - The board will be looking at priorities and performance measurements and try to give some thought to future priorities while also tying fiscal implications and give any general guidance moving forward
 - There will be no action items at that meeting
 - Documents and worksheets that the health department has been using will be distributed to the board members prior to the meeting

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

- a. None

Next scheduled BOH meeting is November 11, 2015 at 5:15 p.m.

Merey Price adjourned the meeting at 6:41p.m.