

**August 24, 2016 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**

John Paddock  
Mery Price  
Blair Johnson  
Kathy Mitchell  
Elizabeth Spencer  
Gerald Wilkie

**Board Members  
Absent:**

Jennifer Eddy  
Donald Bodeau

**Staff Members Present:**

Lieske Giese  
Shane Sanderson  
Janice Vinopal  
Paulette Magur  
Gina Holt (recorder)

**Additional Staff Members:**

KT Gallagher  
Jen Hanson  
Andrea Kubarek  
**Public:**  
None

**Introduction of new Health Department staff members-**Jen Hanson, Environmental Health and Andrea Kubarek, Public Health Nurse

**Order of Agenda Request to pull items from Consent Agenda**

- None made

**Public Comment:**

- Email correspondences from community members regarding fees reviewed

**Consent Agenda**

- Approval of minutes from July 27, 2016
- Approve Medical Reserve Corp State funding 2016-2017
- Approve Ann Marie Foundation Safe Sleep Grant

**Motion to approve Consent Agenda:** Kathy Mitchell

**2nd Motion:** John Paddock

**Motion Carried: Yes (unanimous vote)**

**Business Item**

- Monthly Financial
  - No discussion

**Motion to receive the Monthly Financial Review:** Kathy Mitchell

**2nd Motion:** Gerald Wilkie

**Motion Carried: Yes (unanimous vote)**

- Approve contribution from the Health Department to the Clear Vision Poverty Summit
  - Health disparities continues to be a primary focus for the Health Department and poverty is a root cause for many disparities
  - Gerald Wilkie abstains from voting due to a potential conflict of interest with being on Summit Planning Committee

**Motion to approve the contribution from the Health Department to the Clear Vision Poverty Summit as presented by Health Department Staff:** John Paddock

**2nd Motion:** Blair Johnson

**Gerald Wilkie abstains from voting due to potential conflict of interest**

**Motion Carried: Yes-** John Paddock, Merey Price, Blair Johnson, Elizabeth Spencer, Kathy Mitchell

c. Adopt BOH regulation

- Chapter 1: Food Establishment

- Beverage establishment licensing program is now not allowable per DATCP interpretation of local agent programs. The Health Department is working with the legal department to see if there is a way to continue inspections. There are ten total beverage only establishments that are inspected. These inspections often turn up health issues such as contaminated ice, or finding out that the establishment also serves food. Staff will update board members as more information becomes available
- Additional updates due to move of state program to DATCP

**Motion to adopt BOH regulation Chapter 1: Food Establishment, as drafted and presented by Health Department Staff:** John Paddock

**2nd Motion:** Elizabeth Spencer

**Motion Carried: Yes (unanimous vote)**

- Chapter 2: Lodging

- No substantive changes

**Motion to adopt BOH regulation Chapter 2: Lodging as drafted and presented by Health Department Staff:** Kathy Mitchell

**2nd Motion:** Blair Johnson

**Motion Carried: Yes (unanimous vote)**

- Chapter 3: Pools and Recreational Facilities

- No substantive changes

**Motion to adopt BOH regulation Chapter 3: Pools and Recreational Facilities as drafted and presented by Health Department Staff:** Elizabeth Spencer

**2nd Motion:** John Paddock

**Motion Carried: Yes (unanimous vote)**

d. Adopt BOH State Agent Program fee resolution-

- Resolution 16-02 Adopting fees for Retail Food Establishments, and Mobile Food Processing Facilities

- Examples of Retail food establishment would be gas stations and grocery stores where food is taken out and prepared elsewhere
- There is a slight change in the fee structure to match DATCP

**Motion to approve resolution 16-02 Adopting fees for Retail Food Establishments, and Mobile Food Processing Facilities as presented by Health Department Staff:** Gerald Wilkie

**2nd Motion:** John Paddock

**Motion Carried: Yes (unanimous vote)**

- Resolution 16-03 Adopting fees for Swimming Pools and Recreational Facilities

- Fees are set at 78% cost coverage

**Motion to approve resolution 16-03 Adopting fees for Swimming Pools and Recreational Facilities as presented by Health Department Staff:** Kathy Mitchell

**2nd Motion:** Blair Johnson

**Motion Carried: Yes (unanimous vote)**

- Resolution 16-04 Adopting fees for Bed & Breakfast Establishments, Motels-Hotels, and Tourist Rooming Houses
  - Fees are set at 75% cost coverage

**Motion to approve resolution 16-04 Adopting fees for Bed & Breakfast Establishments, Motels-Hotels and Tourist Rooming Houses as presented by Health Department Staff:**

Gerald Wilkie

**2nd Motion:** Blair Johnson

**Motion Carried: Yes (unanimous vote)**

- Resolution 16-05 Adopting fees for Body Art Facilities
  - Fees are set at 75% cost coverage
  - Enforcement of unlicensed facilities are included in total program cost
  - It is suggested by Wilkie this fee be set at 100% cost coverage

**Motion to approve resolution 16-05 Adopting fees for Body Art Facilities as presented by Health Department Staff:** Gerald Wilkie

**2nd Motion:** John Paddock

**Motion Carried: Yes (unanimous vote)**

- Resolution 16-06 Adopting fees for Manufactured Home Communities
  - Fees are set at 95% cost coverage

**Motion to approve resolution 16-06 Adopting fees for Manufactured Home Communities as presented by Health Department Staff:** Gerald Wilkie

**2nd Motion:** Kathy Mitchell

**Motion Carried: Yes (unanimous vote)**

e. Approve fee adjustment recommendation for City of Eau Claire program fees

- Recommendation for Garbage Truck Inspection program fees
  - Fees are set at 75% cost coverage
  - Proposed 2017 Fee is \$65.00

**Motion to approve fee adjustment recommendation for City of Eau Claire Garbage Truck Inspection program fees as presented by Health Department Staff:** Blair Johnson

**2nd Motion:** John Paddock

**Motion Carried: Yes (unanimous vote)**

f. Approve fee adjustment recommendation for Eau Claire County Program permits

- Recommendation for Incinerator permit fees
  - Fees are set at 75% cost coverage
  - The incinerators are located at funeral homes

**Motion to approve fee for Incinerator permit fees as presented by Health Department Staff:** Blair Johnson

**2nd Motion:** John Paddock

**Motion Carried: Yes (unanimous vote)**

- g. Approve 2017 Health Department fees as presented by Health Department Staff
- Health Department staff are working on the new fee structure for restaurants, those fees will be brought to the board for approval in the future
  - 2017 Budget was built on fees that are being presented
  - Changes related to cost are reflected in fees

***Motion to approve 2017 as presented by Health Department Staff:*** John Paddock

***2nd Motion:*** Elizabeth Spencer

***Motion Carried: Yes (unanimous vote)***

**Other policy and informational items from staff for the Board**

- a. Director/Health Officer Report
- Well Woman Program is a great example of regional collaboration
  - Residents have expressed concern regarding closed beaches
  - The Health Department Dragon Boat team took third place
  - The letter received from a WIC, which was directed at the state level, was powerful feedback for the program
- b. Correspondence/Media –enclosed
- No discussion
- c. Service Recognition
- Alexis Tuma-Public Health Nutritionist 5 years
  - Ann Statz-WIC Aide 15 years
  - Joan Klimek-Medical Office Associate 30 years
- d. 2017-2021 Strategic Plan
- There is a meeting being held on September 23<sup>rd</sup>, 2016 with team of staff and board members
  - In order to receive feedback, a survey will be sent to the Board of Health, community members, and health department staff
  - The goal is to have the strategic plan approved in December for a start date of January 1, 2017
- e. 2017 Budget update
- City Budget meeting
    - Meeting was to review proposed budget and answer questions. The City is still recommending the same amount as previously indicated
  - Draft county budget
    - The County does have the request to make us “whole”, although historically we have not received that amount
    - County budget meeting is scheduled at the end of the month
  - Joint City-County budget meeting
    - Meeting was held today with City Manager, County Administrator and City and County Finance
    - County stated that they would support what the City recommends
    - Cost of living increase and health insurance was discussed

**Board member informational items**

- a. Input for November BOH work session
- A portion of this meeting will be kept as a business meeting for restaurant fees

- Board member suggests to including a conversation about accreditation, and what is expected of the board throughout the process
  - Board member suggests reviewing the BOH strategic plan
- b. Public Health Policy/Advocacy-identify starting point for next steps/analysis based on July discussion
- Three topics Gun Safety/Communicable Disease/Living Wage-suggested to change living wage to poverty to make a broader discussion
  - Prioritization and where to start-feedback from Board of Health Members
    - Poverty-The poverty summit may provide a great starting point for taking action and moving forward
    - Gun Safety /Communicable disease- gather best practice and local data from a public health perspective. What does it look like in Eau Claire County and what are the issues that arise and create a public health issue?
    - Communicable disease-This may be a great time to try and get funding –It is suggested to collect local data and plan on meeting with legislatures
    - Board asks Health Department to first gather data on communicable disease in Eau Claire County and then be thinking of Gun safety. Collecting local data and best practice information for both areas
    - Gun safety-encouraging the medical community to consider implementing asking at physical exams if there are fire arms in the house
    - Creating resolutions on all three issues- looking at legislation and then creating resolutions in support of or apposed to on a more routine basis
- c. Recruitment process-New County appointed BOH member to replace John Paddock
- This may be an opportunity to add diversity to the board
  - Board members are encouraged to consider potential applicants and share with Merrey and Lieske- qualifications are living in Eau Claire County and being a US Citizen

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

- a. None

Next scheduled BOH meeting is **September 21, 2016** at 5:15 p.m.

Merrey Price adjourned the meeting at 7:00 p.m.