

June 28, 2017 **Board of Health Meeting**
County Courthouse, Room G-302

The Board of Health convened in open session at 5:17 pm
The meeting was called to order by Mery Price

Board Members Present
Quorum is reached

Mery Price
Joan Berlin
Kathy Mitchell
Liz Spencer
Donald Bodeau
Jennifer Eddy (5:22pm)

Board Members
Absent:

Blair Johnson
Gerald Wilkie

Staff Members Present:

Lieske Giese
Shane Sanderson
Paulette Magur

Gina Holt (recorder)

Additional Staff Members:

KT Gallagher
Brenda
Jackie Krumenauer
Public:

Introduction of Brenda Scheurer- Mental Health Maters project manager

Order of Agenda Request to pull items from Consent Agenda

- None

Public Comment:

- None

Consent Agenda

- Approval of minutes from May 17, 2017 meeting
- Accept 2017 Women Infants Children (WIC) Farmers Market Grant
- Approve DPH Tuberculosis (TB) Dispensary Contract
- Approve 2017-2018 Public Health Emergency Preparedness (PHEP) funds
- Approve regional Wisconsin Well Woman Program (WWWP) funds

Motion to approve Consent Agenda: Donald Bodeau

2nd Motion: Kathy Mitchell

Motion Carried: Yes (unanimous vote)

Business Item

- Monthly Financial

- There are a number of grants ending in June

Motion to receive the Monthly Financial Review: Kathy Mitchell

2nd Motion: Donald Bodeau

Motion Carried: Yes (unanimous vote)

- Approve 2017 WIC Budget Adjustment

- Caseloads and operating budgets for WIC projects throughout the state are down. The State WIC program received less funding this year from the federal USDA
- This will affect the 2018 budget as less funding is anticipated
- The WIC staff works toward maintaining and increasing the numbers of program participants

Motion to approve 2017 WIC Budget Adjustment in the amount of \$13,888 as presented by Health Department Staff: Donald Bodeau

2nd Motion: Joan Berlin

Motion Carried: Yes (unanimous vote)

- c. Approve Healthy WI Partnership Program (HWPP) Medical College of WI - Mental Health Matters Grant
- The team has assembled a strong collaborative group throughout Eau Claire and Chippewa counties
 - Phase II is a five-year implementation phase
 - The funding primarily supports two new Public health Specialists that are required as part of a grant

Motion to approve Healthy WI Partnership Program (HWPP) Medical College of WI - Mental Health Matters grant as presented by Health Department Staff: Donald Bodeau

2nd Motion: Liz Spencer

Motion Carried: Yes (unanimous vote)

- d. Approve Security Health Plan Opioid Prevention Grant
- The target is to build health literacy and increase outreach to decrease prescription drug misuse
 - The funding will help support staff time and provide supplies for activities

Motion to approve Security Health Plan Opioid Prevention Grant in the amount of \$15,000 as presented by Health Department Staff: Jennifer Eddy

2nd Motion: Joan Berlin

Motion Carried: Yes (unanimous vote)

- e. Approve Various Stipends
- Anytime there are additions to the budget is brought to the board for approval. The new format will share the stipends/scholarships quarterly as opposed to a separate fact sheet each time we receive funding in smaller amounts
 - Encouraging education is a priority for the health department that the board of health fully supports

Motion to approve Various Stipends as presented by Health Department Staff: Kathy Mitchell

2nd Motion: Liz Spencer

Motion Carried: Yes (unanimous vote)

Other policy and informational items from staff for the Board

- a. Director/Health Officer Report
- There are a lot of changes including Shane, the director of Environmental Health leaving the department
 - The community festivals are an ongoing focus for the department
 - The discontinuation of UW-Family Medicine in Eau Claire County has caused the health department to seek out new agreements for both the medical director services for the Family Planning Clinic and the TB dispensary services. The existing providers and Prevea have worked with us to transition the MOU's to Prevea/HSHS-Sacred Heart Hospital
 - Healthy corner stores-discussion regarding mobile grocery stores for food deserts. It is a potential model to look at in the future
- b. Correspondence/Media –enclosed
- No discussion
- c. 2018 Preliminary Fee Discussion
- Fees will continue to be decided in August, the discussion at this meeting is an opportunity for board members to hear what may be planned, provide input, direction, etc.

- The department continues to try and streamline costs and be as consistent as possible when determining costs. We continue to try and figure out a more effective way of documenting the uncollected amount for such things as Medicaid billing
- Environmental Health Fees:
 - Body art fees: Will be coming in lower because we can't include our actual indirect cost. An example would be administrative overhead. This is an interpretation from the DHPS policy that these items may not be included in fee cost.
 - Restaurant fees:
 - The fee structure for food licensing changed to a complexity/sales mix last year. There has been some feedback received from the restaurant association suggesting we move to complexity only model. It takes a lot of work from the team to gather sales information, which may be why other agencies use a complexity only model
 - Discussion on the difference between complexity/sales model vs complexity only model. Board members ask if having more data on how the new model is working prior to changing to a different model would be beneficial. The value of keeping things the same would be every restaurant would have the same percentage increase vs some going up a lot, some going down a lot. Some feedback was using last year's sales as the estimate to avoid staff effort in gathering this data. Also discussed considering the impact of moving to complexity only on the large and small business owners.
 - School inspection fees: We are currently at 55% of cost coverage. The fee will continue to go up continue to be respectful of the schools budget timing and not surprise them. It is very rare that there are re-inspections performed. The current fee structure is based somewhat on the size of the school and the type of food preparation. Board members state that 55% is a comfortable number
- d. ECCCHD 2016 Performance Measure Results
 - The performance measures are reported to the county and the board of health. The health department tracks this and continues to look at the data from a QI standpoint looking for areas of improvement
 - There will be regular reporting back to the board with performances measure updates
- e. ECCCHD Performance Management Plan and 2017 Performance Measures
 - The performance management plan will be updated as needed
 - We have made some changes to the 2017 performance measures based on looking back at 2016 data and looking at not only what was collected but how it was measured
 - This is about measuring for improvement not only at our department level, but looking at the County population as a whole. An example would be lead testing- the Health Department testing numbers have decreased, but numbers have stayed the same for the county. This is primarily due to primary care providers screening for lead .This is an example of tracking more population vs health department testing

Board member informational items

- a. Public Health Policy/Advocacy
 - WPHA/WALHDAB legislative grid and update
 - Wisconsin Budget update
 - AHCA update

Closed session - Motion to adjourn into closed session pursuant to Wisconsin Statutes 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. To wit: Performance evaluation of Health Department Director, an employee over whom the Board of Health has supervisory control.

Motion: Kathy Mitchell

2nd Motion: Liz Spencer

Motion Carried on Roll Call Vote: Yes

6 **ayes:** Liz Spencer, Kathy Mitchell, Merey Price, Joan Berlin, Jennifer Eddy, Donald Bodeau
Meeting moves to closed session at 6:26 pm

The performance evaluation and compensation of Elizabeth Giese, Health Department Director/Health Officer was discussed. Following the Board discussion, the Director joined the closed session and a verbal summary of the discussion was shared with her.

At 7:14pm a motion was made by Don Bodeau and 2nd motion by Liz Spencer to move out of closed session and return to open session. The motion was carried by unanimous yes vote. The Board and the Director reconvened in open session.

Staff present: Director Elizabeth Giese

Motion to increase Director Elizabeth Giese's annual rate of compensation by 3% effective

July 1, 2017: Kathy Mitchell

2nd motion: Liz Spencer

Motion carried: Yes (Unanimous Vote)

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

- a. None

Next scheduled BOH meeting is July 26, 2017 at 5:15 p.m.
Merey Price adjourned the meeting at 7:19 p.m.