

**April 25, 2108 Board of Health Meeting
County Courthouse, Room G-302**

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

**Board Members Present
Quorum is reached**

Mery Price
Donald Bodeau
Gerald Wilkie
Emily Berge
Liz Spencer
Joan Berlin
Blair Johnson
Jennifer Eddy (5:19pm)

**Board Members
Absent:**

Staff Members Present:

Lieske Giese
Marissa Stanley
Janice Vinopal
Gina Holt (recorder)

Additional Staff Members:

Jackie Krumenauer

Public:

None

Gerald Wilkie is recognized for six years of service on the Eau Claire City County Board of Health
Emily Berge new board of health member filling the City Council member position is introduced

Order of Agenda Request to pull items from Consent Agenda

- None made

Public Comment:

- None made

Consent Agenda

- a. Approval of minutes from March 28, 2018 meeting
- b. Approve stipends in the amount of \$351.74

Motion to approve Consent Agenda: Donald Bodeau

2nd Motion: Liz Spencer

Motion Carried: Yes (unanimous vote)

Business Item

- a. Monthly Financial
 - A column was added to the revenue and expense statement showing carryforward amounts from prior year contracts which are not a part of the current year budget. Actual results are now compared to the revised budget without carryforward amounts making it understandable for the reader.
 - We are slightly under budget to do to employee vacancies and additional funding received

Motion to receive the Monthly Financial Review: Gerald Wilkie

2nd Motion: Liz Spencer

Motion Carried: Yes (unanimous vote)

- b. Approval of Fund Balance expenditure for costs for Mother's Room
 - The location is between the family planning clinic and environmental health space
 - County Facility services gave up some of their work space to make this happen. Tegan Ruland has developed a great working relationship with facility services and the department is grateful to them for helping to make this happen.

- Mother's room availability supports the Breastfeeding Policy

Motion to approve fund balance expenditure for up to \$11,000 for remodel to use as a lactation room to support working mothers as presented by Health Department Staff: Blair Johnson

2nd Motion: Donald Bodeau

Motion Carried: Yes (unanimous vote)

Board member informational items

- a. Michigan Public Health Training Module 7 Policy and Advocacy
 - Training module 7 is viewed by board members
 - Framework for Policy and Advocacy by BOH In Wisconsin
 - State Statute does state that Boards of Health in WI are required to do policy work
 - Local ordinance mirrors the state language around policy work
 - Policy work is also identified in PHAB Standards in Domain 5, 6, and 12
 - January 2017 board members discussed what role they wanted to play and identified three issues; Communicable disease funding, gun violence, and living wage were identified as priorities.
 - Public Health Policy/Advocacy is on the agenda monthly as a standing agenda item to ensure communication regarding policy issues is ongoing
 - The annual Legislative event is also an example of board members discussing policy/advocacy work
 - Board of health role in advocacy and policy discussion
 - Examples of advocacy that had board members involvement: Housing ordinance is a great example of board members working with the City to create an ordinance, Health Impact Assessment, the Public Good Order Ordinance
 - Discussion of policy ideas and thoughts
 - Board member suggested having a regular presence with things being brought to the City Council and County board and communicating it in such a fashion that possible actions could be taken. An example would be possibly putting a referendum on a ballot. For example a referendum asking if "We should ban assault style weapons or increase waiting period" Send a respectful and pointed message.
 - Board member suggested having community discussions first to find out what concerns the community has, and then come up with resolutions to bring forth to City Council and the County Board
 - Health in all policy and health impact assessment being part of discussion at City Council and County Board meetings. Some communities have a city or county ordinance that Health in all Policy be the way to do business. Encouraging City Council or County board to have a standing agenda items on meetings related to health.
 - Board members ask for more information on what are other health departments doing and what are they are using for advocacy and policy ideas. There is a fine line between politicizing and trying to progress in a neutral fashion. Data helps when trying to facilitate conversations.
 - Board member suggests that meth prevention may be something to talk about as a community. Some hot topics include jail growth due to meth arrests etc., how to have effective intervention and prevention.

- When planning May meeting agenda Liz, Meroy and Liseke will revisit this discussion and bring a proposal to the board at the May meeting on next steps. Board members ask for data regarding Meth and alcohol data so that they can start reading prior to the May meeting.
- b. Public Health Policy/Advocacy-
 - i. Update on WPHA/WALHDAB legislative action
 - ii. AB 771 update
 - iii. April Legislative Event - BOH and EC Healthy Communities
 - There will be local, state, and federal officials attending
 - Focus on unveiling the health priorities and talking about how to move forward prevention messages around those priorities and keeping prevention as part of the conversation.

Other policy and informational items from staff for the Board

- a. Director/Health Officer Report
 - Discussion regarding 11th Street Water Main break-the department identified an opportunity to develop education and outreach materials in different languages and different literacy levels so that all needs could be met.
 - Board member requests getting on the agenda for County Board and City Council to talk about Accreditation to County board and City Council meeting.
- b. Correspondence/Media
 - No discussion
- c. Service Recognition-
 - Melyssa Heintz, Nurse Practitioner-10 years
- d. Preliminary 2017 Year End Financial report-close out 2017 budget
 - Summary of the preliminary report is discussed
 - Board members expressed that allocation systems appear to be in place and that grants are being spent out.
 - Licenses and Permits goal is 100% of cost or for EH fees to be within the % set by the BOH policy. In the future maybe budgeting up would be an option. The department came closer to covering costs with fees, but still had to use tax levy.
 - Rental registration fees took effect in 2018 and are located in the charges for services allocation in MUNIS.
 - Personnel budget came in under budget due to vacancies while creating the new organizational structure. The department will be looking at how to plan for future vacancies in the budget.
 - Budgeting for grants that are new in the fiscal year is an area that will be looked at for improvement.
 - The department is expecting to have a clean audit and aren't anticipating changes
- e. Eau Claire Healthy Communities update
 - A new co-chair will start sometime in the summer.
 - Every year a champion award is given. This year's individual champion is Kathy Mitchell for her work on the Health Impact Assessment and the Cannery District, as well as her work on the Rental registration Housing Ordinance
- f. Workforce Development Update

- A workforce development plan has had some slight edits made. This is connected to our strategic plan
- g. Quality Improvement Plan Update
 - The quality improvement goals in the plan are updated regularly, The QI team moves forward quality improvement projects and supports the QI work of the department
 - Board member requests an example of a quality improvement project-story board

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

- a. None

Next scheduled BOH meeting is May 16, 2018 **(one week early due to Public Health Conference)** at 5:15 p.m.
Merrey Price adjourned the meeting at 6: 53 p.m.