

**June 27, 2018 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  
Martha Nieman  
Jennifer Eddy  
Blair Johnson  
Liz Spencer  
Emily Berge  
Donald Bodeau

**Board Members  
Absent:**

Joan Berlin

**Staff Members Present:**

Lieske Giese  
Marisa Stanley  
Matt Steinback  
Janice Vinopal  
Gina Holt (recorder)

**Additional Staff Members:**

Alyssa Streveler  
Jackie Krumenauer  
David Stanley  
Chris Klesmith  
Paulette Magur  
**Public:**  
Kathy Mitchell  
Joshua Beaulieu

**Kathy Mitchell Service Recognition-Board and staff members expressed their gratitude for the years of service that Kathy dedicated to the Community.**

**New staff member introduction-Matt Steinback-Environmental Sciences Division Manager, Chris Klesmith-AHEC intern, and David Stanley-AmeriCorps Member**

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

- No requests

**Public Comment:**

- No public comment

**Consent Agenda**

- Approval of minutes from May 16, 2018 meeting
- Approve Various Stipends
- Approve Health Care Education and Training (HCET) Get Yourself Tested Grant

***Motion to approve Consent Agenda:*** Jennifer Eddy

***2nd Motion:*** Blair Johnson

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

**Business Item**

- Monthly Financial
  - Audit information will be available at the July meeting

***Motion to receive the Monthly Financial Review:*** Liz Spencer

***2nd Motion:*** Donald Bodeau

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

- Recommend approval of County Ordinance changes – Title 8
  - Recently Chapter 2 was considered and supported by the board as the County is currently in the process of updated all code.
  - Substantive changes proposed by the department were discussed.

- Updating language regarding inspection of onsite wastewater treatment systems in Section 8.12.110 related to private sewage system-sanitary permits to be in alignment with Wisconsin Administrative Code related to Private Onsite Wastewater Treatment System (POWTS) inspection policy
- Allowing installation of holding tanks based on lot size limitations in Section 8.12.240 related to holding tanks to be in alignment with Wisconsin Administrative Code related to POWTS maintenance requirements
- Repealing Chapter 8.14 related to Tattooing and Body Piercing which defers to the Eau Claire City-County Board of Health regulation Chapter 6 regarding the licensees and premises of the tattoo and body piercing establishments
- Creation of Section 8.20.065 related to the quarantine and disposition of rabid animals based on Wisconsin Department of Agriculture, Trade & Consumer Protections and Centers for Disease Control and Prevention recommendations
- Updating language of Chapter 8.25 related to keeping of honey bees to be in alignment with the city ordinance
- The purposed ordinance does not include the bee keeping language. The request is that once the City Code is ready to go the County code will also update.
- County Ordinance File No. 18-19/034 is reviewed

***Motion to recommend the Board of Health Support approval County Ordinance changes – Title 8 as presented by Health Department Staff:*** Blair Johnson

***2nd Motion:*** Emily Berge

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

c. Approval of Board of Health Regulation and Resolution – Chapter 6 Body Art Establishment

- Rather than an annual fee to have a local licenses it is will be a one-time fee for the educational requirements. This change was prompted by the Department of Safety and Professional Services.
- There is a budget implication from moving from an annual fee to a one-time fee. Fees will be on the agenda at the August BOH meeting.
- Discussion on having a fee every two years –vs- having a one-time fee. Blood Borne Pathogen training is annually and it could be possible that practitioners blood borne pathogens would expire and go undetected with a one- time vs every two year fee.

***Motion to approval of Board of Health Regulation– Chapter 6 Body Art Establishment and Resolution 18-01 as presented by Health Department Staff:*** Martha Nieman

***2nd Motion:*** Liz Spencer

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

d. Recommend approval of proposed City Ordinance Changes on Beekeeping

- The Health Department had a potential operator request some potential changes to City Code Related to the Bee Keeping Ordinance in order to offer bee keeping classes. The request has prompted some of the changes around acreage classification system.
- There may be some additional ordinance changes that may be proposed by the City, Health Department, and other partners.
- The substantive proposed updates were outlined.
  - Modifying the acreage classification system within the Standards of Practice to more closely align with recommended colony densities to address some issues related to hives used for class purposes.
  - Inserting a provision requiring beekeeping training

- Defining what is an apiary lot for the purposes of this chapter and clarifying the setback requirements
- Inserting provisions to address abnormally aggressive colony behavior and the abandonment of unmanaged colonies
- Board members expressed concern with making recommendations without the full ask.
- Typically with City Ordinances there is a conversation between City Legal and Health Department staff members. There will also be a meeting with stakeholders next week to work thru broad issues.
- Board members will be updated at discussions move forward.

***Motion to have Board of Health recommend supporting modifying the acreage classification system within the Standards of Practice to more closely align with recommended colony densities as City Council moves forward with Ordinance Changes on Beekeeping:*** Jennifer Eddy

***2nd Motion:*** Donald Bodeau

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

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

- a. Director/Health Officer Report-Questions responded to-
  - Logo Wear Policy-handbook committee discussed what happens to Health Dept. logo once an employee leaves the department.
  - Altoona City ban on nicotine devices discussed.
- b. Correspondence/Media –enclosed
  - No discussion
- c. Service Recognition-enclosed
  - Beth Draeger-Public Health Nutrition Supervisor, 20 years
  - May Her-Hmong Interpreter, 30 years
- d. Community Health Assessment Results
  - The hard copy report was distributed and priorities were discussed.
- e. Compensation Study Update
  - Every five years the department completes a compensation study. The department is at the stage of looking at position titles and the market impact. Providing cost of living increases annually has kept the department on market and in some cases over market. The bigger picture is looking at compensation not just being about salary. The department is continuing to build the 2019 budget based on the current pay structure. The board will have a presentation from WIPFLI, the consultant for the compensation study, at a future meeting.
- f. 2019 Preliminary Budget and Fee Discussion
  - Different budget scenarios discussed: Right now with existing staff if we do nothing but give step increases it would be a bout a \$25,000 budget implication. If the board would do a one percent cost of living increase and a step increase it would be about a \$66,000 budget implication. If the board would approve a two percent cost of living increase and a step increase it would be about a \$97,500 budget implication
  - Group Health Cooperative is estimating a 4% overall increase in premiums that would be about a \$35,000 budget implication

- Staff Health Insurance enrollment – around 19 employees participate in the family plan, around 19 employees participate in the limited plan, and around 8 participate in the single plan. Roughly Forty Six out of 70 employees are currently enrolled in the health insurance plan.
- 88/12 is the current split of employee paid health insurance. The County is currently at this level and the department would recommend staying at this percentage. Moving to 13% would vary from a \$100-\$300 dollars increase per year in addition to the 4% increase in premiums
- There may be a substantial increase in the County charges for IT use which would have a budgetary effect.
- Board members recommend bringing back what it would look like with one percent as well as two percent cost of living increase. The effect of health insurance premium and percentage increase on staff take home pay. The department is compiling current non-salary factors that support retention, staff satisfaction as well as exploring additional options.
- For the draft budget in July the compensation study will not be completed. The 2019 budget will continue to be in draft form and revisions will be continued to be made until December 2018.

#### **Board member informational items**

- a. Advocacy
  - WPHA/WALHDAB legislative update-no discussion
  - WPHA/WALHDAB Public Affairs committee – no discussion

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

- a. Obesity Map Discussion –Liz Spencer

**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:** Blair Johnson

**2nd Motion:** Martha Nieman

**Motion Carried on Roll Call Vote: Yes**

**Ayes:** Liz Spencer, Jennifer Eddy, Blair Johnson, Martha Nieman, Emily Berge, Donald Bodeau  
Meeting moves to closed session at 6:44 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 7:54pm a motion was made by Donald 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 4% effective July 1, 2018:** Martha Nieman

**2nd motion:** Blair Johnson

**Motion carried: Yes (Unanimous Vote)**

Next scheduled BOH meeting is July 25 at 5:15 p.m.

Merey Price adjourned the meeting at 8:00 p.m.