

**August 28, 2019 Board of Health Meeting
County Courthouse, Room G-302**

The Board of Health convened in open session at 5:19pm
The meeting was called to order by Merey Price

**Board Members Present
Quorum is reached**

Merey Price
Emily Berge (left at 6:08)
Liz Spencer
Donald Bodeau
Blair Johnson
Jennifer Eddy
Kari Stroede

**Board Members
Absent:**

Martha Nieman

Staff Members Present:

Lieske Giese
Marisa Stanley
Paulette Magur
Janice Vinopal
Tegan Ruland (recorder)

Additional Staff Members:

Leeshia Crayton
Jacqueline Krumenauer
Cortney Springer

Public:

Order of Agenda Request to pull items from Consent Agenda

- No items pulled from Consent Agenda

Public Comment:

- Public Comments regarding fees that were sent in by email and mail were reviewed by Board of Health

Consent Agenda

- Approval of minutes from July 31, 2019 meeting
- Approval of 2019-2020 CDBG Grant
- Approval of DPH Tuberculosis (TB) Contract
- Approval of various stipends

Motion to approve Consent Agenda: Liz Spencer

2nd Motion: Don Bodeau

Motion Carried: Yes (unanimous vote)

Business Item

- Monthly Financial
 - No commentary

Motion to receive the Monthly Financial Review: Jennifer Eddy

2nd Motion: Emily Berge

Motion Carried: Yes (unanimous vote)

- Approval of 2020 Health Department Fees
 - Overview of fee approval process done. Includes five resolutions, three fact sheets for recommendations to City of Eau Claire and full list of health department fees receiving approval.
 - Fees represent three-year average of cost to provide service. Costing services has been done in each program area.
 - Board of Health today received an updated fee document due to some small calculation errors. Updated fee sheet has no changed fees. Percentage calculations for several fees were corrected.

- The insufficient funds fee now reflects actual cost and was updated in each resolution. A couple of other new fees are also proposed.
- In a three-year contract with the State; State portions of agent program fees have not risen this year.

○ **Adopt BOH State Agent Program fee resolutions**

- i. Resolution 19-03 Adopting fees for Retail Food Establishments and Mobile Food Processing Facilities
- Recommending an increase of 6%; will cover 79%-84% of program cost.
 - Special organization fee is new.
 - No public feedback received.

Motion to approve Resolution 19-03 Adopting fees for Retail Food Establishments and Mobile Food Processing Facilities as presented by Health Department Staff: Don Bodeau

2nd Motion: Emily Berge

Motion Carried: Yes (unanimous vote)

- ii. Resolution 19-04 Adopting fees for Swimming Pools and Recreational Facilities
- No fee increases proposed; cover 84%-87% of program costs.

Motion to approve Resolution 19-04 adopting fees for Swimming Pools and Recreational Facilities as presented by Health Department Staff: Blair Johnson

2nd Motion: Kari Stroede

Motion Carried: Yes (unanimous vote)

- iii. Resolution 19-05 Adopting fees for Bed & Breakfast Establishments, Motels-Hotels, and Tourist Rooming Houses
- Clarified difference between tourist rooming house, Bed & Breakfast and conditional use permits.
 - No fee increases from 2019 and will maintain 90% of cost.

Motion to approve Resolution 19-05 adopting fees for Bed & Breakfast Establishments, motels-Hotels, and Tourist Rooming Houses as presented by Health Department Staff: Don Bodeau

2nd Motion: Blair Johnson

Motion Carried: Yes (unanimous vote)

- iv. Resolution 19-06 Adopting fees for Body Art Facilities
- No fee increases for 2020. Fees cover 69% of total costs, 99% of allowable costs.
 - This program has limits on fees determined by DSPS.

Motion to approve Resolution 19-06 adopting fees for Body Art Facilities as presented by Health Department Staff: Don Bodeau

2nd Motion: Emily Berge

Motion Carried: Yes (unanimous vote)

- v. Resolution 19-07 Adopting fees for Manufactured Home Communities

- Fees increased approximately 48% overall with controls in place to account for outlying indicators in 2019.
- Fees cover 75% of total program costs, but 100% of allowable DSPS costs.
- This program has limits on fees determined by DSPS.
- No public feedback received.

Motion to approve Resolution 18-06 adopting fees for Manufactured Home Communities as presented by Health Department Staff: Jennifer Eddy

2nd Motion: Don Bodeau

Motion Carried: Yes (unanimous vote)

○ **Recommend approval to the City of Eau Claire Program Fees:**

- i. Recommend approval to the City of Eau Claire for Garbage Program Fees as presented by Health Department Staff.
- No Changes

Motion to Recommend approval to the City of Eau Claire for garbage Program Fee as presented by Health Department Staff: Liz Spencer

2nd Motion: Blair Johnson

Motion Carried: Yes (unanimous vote)

- ii. Recommend approval to the City of Eau Claire for Housing Advisory Board Fee
- This is a new fee. Public comment was received and reviewed.
 - Board discussed how this fee has been developed with some concerns expressed about cost to those with limited income.
 - Board discussed potential of delaying or changing this fee recommendation but no conclusion to change.

Motion to Recommend approval to the City of Eau Claire for Housing Advisory Board Fee as presented by Health Department Staff: Emily Berge

2nd Motion: Don Bodeau

Motion Carried: Yeas– Mery Price, Emily Berge, Liz Spencer, Don Bodeau, Jennifer Eddy, Blair Johnson

Nays: Kari Stroede

- iii. Recommend approval to the City of Eau Claire for Operating Without a License and Late Fees

Motion to Recommend approval to the City of Eau Claire for Operating Without a License and Late Fee as presented by Health Department Staff: Liz Spencer

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

○ **Approval of all 2020 Health Department fees**

- i. Approval of 2020 Health Department fees

- Reproductive health fees reflect cost, not recoverable amount. Most services are for clients with Medicaid which overall reimburses at a rate lower than cost. Only two fee changes, others are flat.
- Most environmental health fees were approved through previous resolutions; other changes include an increase to school food service fees to maintain coverage at 59% of program cost.
- POWTS fees are increased by 3% to maintain the maximum program cost coverage allowable per DSPS contract.
- No lab fee changes.
- New lead fees included.

Motion to approve 2020 Health Department Fees and State Agent Program resolutions as presented by Health Department Staff: Blair Johnson

2nd Motion: Liz Spencer

Motion Carried: Yes (unanimous vote)

c. Approval of 2020 updated Pay Plan

- Health department met today with the City of Eau Claire and Eau Claire County to determine initial tax levy amount proposed.
- Fact Sheet includes three options for 2020 pay plans. Health Department is proposing a 2% economic increase based on recent updates to draft budget.
- New information reflects a reduced deficit from July board meeting.

Motion to approve 2020 Pay Plan at 2% as presented by Health Department Staff: Blair Johnson

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

d. Approval of Fund Balance use for WIC remodel

- Brief overview and discussion of remodel plan.

Motion to approval of Fund Balance use for WIC remodel as presented by Health Department Staff: Liz Spencer

2nd Motion: Kari Stroede

Motion Carried: Yes (unanimous vote)

Other policy and informational items from staff for the Board

a. Director/Health Officer Report

- Many recent employment changes.
- Discussion about new UW-EC public health major.
- Discussion about becoming an academic health department.
- Question and suggestions about distribution of emergency weather radios.
- Kari Stroede noted the free training provided out of UW-Madison for our NFP continuing education and upcoming training regarding poverty report.
- The quarterly Eau Claire County report is online and health department information is updated.
- Information provided related to audit.

- b. Correspondence/Media
 - No discussion

Board member informational items

- a. Board of Health Advocacy/Policy –
 - WPHA/WALHDAB Legislative Grid
 - 2020 County Budget Survey-
<https://www.surveymonkey.com/r/2020CountyBudgetSurvey>

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

- a. None made

Next scheduled BOH meeting is September 25, 2019 at 5:15 p.m.
Meroy Price adjourned the meeting at 6:59 p.m.