

**October 16, 2019 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**

Emily Berge  
Mery Price  
Kari Stroede  
Liz Spencer  
Martha Nieman  
Jennifer Eddy

**Board Members  
Absent:**

Don Bodeau  
Blair Johnson

**Staff Members Present:**

Lieske Giese  
Janice Vinopal  
Marisa Stanley  
Tegan Ruland  
Gina Holt (recorder)

**Additional Staff Members:**

Michael Jaeb- AmeriaCorp  
**Public:**  
Makenna Zurbuchen-UWEC Nursing  
Jacy Nelson-UWEC Nursing  
Brooke Luuma-UWEC Nursing  
Jerrica Hood-UWEC Nursing  
Marissa Fahey-UWEC Nursing  
Program

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

- None made

**Public Comment:**

- None made

**Informational Session-Family Planning Clinic**

- Tegan Ruland, Clinic Manager, presented on the Family Planning Clinic and the services provided.
- Q&A/discussion on presentation
- The Board of Health's role in oversight and advocacy for this program discussed.

**Consent Agenda**

- a. Approval of minutes from September 25, 2019 meeting

**Motion to approve Consent Agenda:** Martha Nieman

**2nd Motion:** Liz Spencer

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

**Business Item**

- a. Monthly Financial
  - The format of the Balance Sheet/Revenue-Expenses sheet was updated based on the board's recommendation last month. Board members expressed that the new format was helpful.
  - Mery suggests a future brief discussion on how many people utilize the detailed MUNIS report.

**Motion to receive the Monthly Financial Review:** Martha Nieman

**2nd Motion:** Jennifer Eddy

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

- b. Approval of Nurse Family Partnership Family Foundations funding

- This funding will help the 2020 budget.
- Supports the NFP program becoming more sustainable.
- We anticipate funding to be the same in year two and three, but it is not in writing.

- The state documentation system will be required to be used for this grant.

***Motion to approve Nurse Family Partnership Family Foundations funding as presented by Health Department Staff:*** Kari Stroede

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

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

- c. Approval of Private Well and Onsite Wastewater Treatment Systems (POWTS) Capital Expenditures-enclosed
- This was included in the Capital Improvement plan for 2020. This approval is to move this into the 2019 budget.
  - With the new online systems offered with this program, data will be quicker and easier to retrieve.
  - Discussion on ground water and the importance of clean drinking water.

***Motion to approve Private Well and Onsite Wastewater Treatment Systems (POWTS) Capital Expenditures as presented by Health Department Staff:*** Emily Berge

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

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

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

- a. Director/Health Officer Report
- The first immunization clinic had a great turnout.
  - Health department staff attended the JONAH immigration task force event.
- b. Correspondence/Media
- No discussion
- c. Service Recognition-
- Sue Arndt, Microbiologist, Retirement, 29 years
  - Janice Vinopal-Budget Specialist, 5 years
- d. 2020 ECCCHD Budget update
- The budget process for 2020 continues. Meetings with the County Finance and Budget Committee and City Council were held.
  - The City Council first public hearing regarding budget will be held on Monday, October 21<sup>st</sup>. The second public hearing will be on November 11<sup>th</sup>.
  - Emily Berge talked about The City Strategic Plan and how the health department is incorporated in it. The Strategic Plan will inform the City Budget process.
- e. Single Audit Report
- The audit process is two parts. This piece looks at internal control for federal and state grants. No findings were found in the Health Department audit. This report comes after the initial audit report that is typically received in June of each year.
  - Having a single audit is required for federal and state grants. If there are any findings on the audit it is required to be shared with those entities.
- f. Health Department 140 Rule Review 2019
- We are required to be reviewed by the State every five years to make sure we are meeting Wisconsin statute and rule requirements.
  - The review date is scheduled to take place on the morning of December 18<sup>th</sup>. All board members will be invited to attend.

- There is a new tool being implemented for this process. Eau Claire will be a pilot for the new system that the State is implementing.
  - Results will be brought back to the board. We will be designated a Level I, II, or III Local Health Department. Currently we are a Level III Health Department.
- g. Eau Claire Healthy Communities Update
- The action teams continue to work hard on various efforts.
- h. Strategic Plan Update
- We are a little delayed on the work around data. An internal workgroup has been formed.
  - Discussion on how staff and management team feel about the status of the strategic plan activities. The strategic plan is ambitious, and it is going to be tough to hit the mark on all these items.
  - The City of Eau Claire is going through a Strategic Plan update. At the activity level the health department and library encouraged the City to be included in the plan. The Health Department activities focused on housing, health equity, alcohol use, vaping, climate change impacts on health.
  - Lieske shared the Health Department's dashboard and tracking mechanism with the City.
- i. Quality improvement plan update
- We continue to work on process improvements throughout the department.
- j. Workforce Development Update
- Team meets quarterly to implement the workforce development plan.

**Board member informational items**

- a. Board of Health Advocacy/Policy –
1. WPHA/WALHDAB Legislative agenda-new tracking tool sheet was distributed and discussed. Wisconsin Lung Association contacted Lieske regarding vaping legislation. The health department has been asked to consider bringing vaping language to the city council for consideration. This could be an added Board of Health agenda item in December.
  2. City and County policy/legislative updates
- b. November work session overview-Lieske will facilitate meeting.
- c. Board of Health Photo-tabled until November due to missing board members.

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

- a. None made

Next scheduled BOH meeting is November 6, 2019 at 5:15 p.m.

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