



**October 23, 2013 Board of Health Meeting
County Courthouse, Room G-302**

The Board of Health convened in open session at 5:21 p.m.
The meeting was called to order by John Paddock

**Board Members Present
Quorum is reached**

John Paddock
Merey Price
Elizabeth Spencer
Gerald Wilkie
Kathy Mitchell

**Board Members
Absent:**

Donald Bodeau
William Bethke
Michael Murray

Staff Members Present:

Elizabeth Giese
Kitty Rahl
Jeff Cipriano
Shane Sanderson
Gina Holt-recorder

**Additional Staff
Members:**

Jackie Krumenauer
Dani Draxler
Beth Draeger
KT Gallagher
Kristine Radtke

Guests:

Nursing Students
Alicia Arnold, MD

Order of Agenda Request to pull items from Consent Agenda-No requests to pull items from Consent Agenda

Public Comment: No public comments

Consent Agenda

- a. Approval of minutes from September 25, 2013 meeting
- b. Director/Health Officer Report
- c. Correspondence/Media

Motion to Approve Consent Agenda: Kathy Mitchell

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (Unanimous Vote)

Business Item

- a. Approval of Lab Position Reclassification
 - Elizabeth Giese frames the discussion
 - The goal is consistency and equality
 - The reclassification is in line with the WIPFLI analysis of positions from last year
 - Cost neutral due to fee increases
 - Will help with recruitment and retention

Motion to approve Laboratory Position Reclassification effective 11/1/2013 as presented by Health Department Staff: Gerald Wilkie

2nd Motion: Merey Price

Motion Carried: Yes (Unanimous Vote)

b. Approval of multi-county HIV Partner Services agreement

- Request to cover 10 counties
- Could be three additional counties in the future
- Memorandums of Understanding would be signed by each participating county
- State DPH contract amount would go from \$9,000 to \$20,914
- All costs have been taken into consideration

Motion to approve the Division of Public Health HIV Partner Services Contract in the amount of \$20,914 as recommended by Health Department Staff: Merey Price

2nd Motion: Elizabeth Spencer

Motion Carried: Yes (Unanimous Vote)

c. Approval of Letter on the Prevention and Public Health Fund

- Suggestions for some re-phrasing of the letter with the deletion of:
 - The first sentence should state “Funding for Prevention and Public Health is critically important to our community”
 - The closing statement should state “Please support funding of our Public Health System”
- Letters will be mailed individually to President Obama, Ron Kind, Ron Johnson, and Tammy Baldwin

Motion to approve the letter stating the importance of not cutting Prevention and Public Health Funding with the revisions to the opening and closing statements: Kathy Mitchell

2nd Motion: Merey Price

Motion Carried: Yes (Unanimous Vote)

Other information items from staff for the Board

a. Monthly Financial Update

- Gerald Wilkie explains the importance of having monthly balance sheets at each Board of Health Meeting
- Starting at the November 13, 2013 Board of Health meeting, monthly financial updates will be a business item on the agenda
- Board will continue to receive the MUNIS reports as well as the balance sheet
- The Board asks where interest on cash is located in the MUNIS report- Jeff Cipriano is looking into this and will get back to the board with an answer
- Health Department continues to try to spend out grants first

b. City/County 2014 Budget process update

- The 2014 budget survey data is being taken seriously at both the City and County levels
- County Budget Publication-October 27th
- County-Report to Board from Finance Committee-November 5th
- City-Public Hearing-November 5th

- City-Budget Adoption-November 7th
- County-Budget Sessions-November 12-14th
- 2014 Health Department Budget will be presented at the December 11, 2013 Board of Health meeting for final approval

c. Community Partnership/Grant update-many new and expanding partnerships

- Healthy Communities
 - There will be a launch of the website at the Healthy Communities meeting in November, all are invited and encouraged to attend
- Security Health Plan meeting-There is interest in connecting with the Health Department to find innovative ways to improve health. A grant has been written and submitted in partnership with the Eau Claire Area Hmong Mutual Assistance Association to support elder mental health
- Affordable Care Act partnership-
 - ADRC, Human Services, and the Health Department are working to make sure that the needs of the community are being met along with key community partners
 - Funding is a significant issue
- CVTC marketing students are working with the Health Department on updating our logo

d. Quality improvement/Performance Management update

- Two managers have attended meetings at the regional office
- All staff attended a training session on what quality improvement is
- A team of health department staff has been formed to work on quality improvement projects with additional training and support
- WI Infrastructure Improvement Grant
 - Health Department staff will be writing a grant to support QI efforts in 2014

e. Employee Handbook

- Working with the City to make sure that the language is correct from a human resource point of view
- The January 2014 start date is a concern as this has been a much larger project than anticipated. Intent is to still hit that target if possible

f. Policy, pay plans, benefits, and fiscal notes of the handbook will be discussed at the November Board of Health meeting. (this will be for discussion and feedback only)

g. Service Recognition

- Patricia Reis-5 years as a Public Health Nurse

Board member informational items

a. Frac Sand Legislation

- The legislation is expected to be delayed
- Board members express that they need to be vigilant and act quickly if needed
- County Board may be looking at a resolution on this issue
- Lieske and Shane will track and report back to the Board of Health

b. Board of Health Recruitment update

- Contacts have been made by Board of Health members
- The dentist can be retired but must be a county resident
- The Board hopes to have full membership for the January meeting
- The Board asks for more information regarding the guidelines of reaching a quorum if the eight board has two unfilled positions-Elizabeth Giese is looking into this

c. Development of Action Items for Board of Health goals

- Each Board member will fill out their goals and turn it in one week prior to the November 2013 meeting.
- The information will be compiled and discussed at the November meeting

d. NACo training follow up-

- Gerald Wilkie and Tom McCarty are attending and will share info at an upcoming meeting

e. Elizabeth Spencer has been appointed to join the joint WALHDAB-WPHA Public Affairs committee

- The Board will benefit from the additional knowledge that Elizabeth will gain from being part of the committee

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

- No requests

Next scheduled BOH meeting is November 13, 2013

John Paddock adjourned the meeting at 7:10 pm