

**May 28, 2014 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 Merrey Price

**Board Members Present
Quorum is reached**

Gerald Wilkie
Kathy Mitchell
John Paddock
Merrey Price
Elizabeth Spencer
Blair Johnson
Jennifer Eddy

**Board Members
Absent:**

Donald Bodeau

Staff Members Present:

Lieske Giese
Jeff Cipriano
Kitty Rahl
Shane Sanderson
Gina Holt (recorder)

Additional Staff Members:

Francie Peardon
Kristine Radtke
Jackie Krumenauer

Order of Agenda Request to pull items from Consent Agenda

- No requests to pull items

Public Comment:

- No public comment

Consent Agenda

- Approval of minutes from April 23, 2014 meeting
- Director/Health Officer Report
- Correspondence/Media
- Accept up to \$9,000 from Eau Claire Area School District for Alliance for Substance Abuse Prevention for the DPI Youth Advocacy Advisor coordination of SADD groups
- Accept increase in DFC Funding from ECASD from \$94,900 to Up to \$112,155 through Sept 30, 2014
- Accept WI DOT Child Safety Seat Grant of \$4000
- Accept increase in WIC Farmers Market funding from \$2,000 to \$2,385 through Dec. 31, 2014 Accept increase in WIC Breastfeeding Peer Counselling funding from \$12,400 to \$14,890 through Dec. 31, 2014
- Accept additional money from the Wisconsin Division of Public Health for Public Health Emergency Preparedness (PHEP) in the amount of \$7,050 for use through June 30, 2014
- Accept payments from our partners in the Network of Care for the second year fees to maintain the Eau Claire Healthy Communities web-portal, in the amount of \$5,400
- Accept payments from our partners in Healthy Communities for the expenses incurred in sponsoring the May 1, 2014 Celebration event, in the amount of \$496.20

Motion to approve Consent Agenda: John Paddock

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

Business Item

- Monthly Financial
 - Have not yet received the City's tax levy money
 - 2013 Revenues and expenses have been reversed out

- Summary Budget Report- Moving forward there will be an additional column on the expense sheet showing the original amount budgeted and approved by the Board of Health
- City and County tax levy payments:
 - County payment is received monthly and is posted as it is received
 - City payment is received in one lump sum and the entire amount is then posted

Motion to receive the Monthly Financial Review: Gerald Wilkie

2nd Motion: John Paddock

Motion Carried: Yes (unanimous vote)

b. Accept donation to ASAP from Early Morning Kiwanis for \$250.00

- Board members expressed their appreciation for the donation

Motion to accept donation to ASAP from Early Morning Kiwanis for \$250.00: Blair Johnson

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

c. Approve Municipal Water Test Fee increase

- Augusta municipality provided positive feedback regarding the fee increase
- This proposal is moving those municipalities who were previously fee exempt to now being charged for services

Motion to approve the proposal to require all Community Wells in the county to pay 60% of the total cost of sample analysis starting January 1, 2015, as recommended by staff: Kathy Mitchell

2nd Motion: Blair Johnson

Motion Carried: Yes (unanimous vote)

d. Approve Radon Test Kit Fee increase

- Radon is a public health concern that continues to be a priority for the Health Department
- Marketing students did an excellent job in creating the concept, including the coupon, to increase radon awareness and encourage testing
- Funding for this program continues to be unstable

Motion to approve an increase on the short-term radon test kits from \$7 to \$10 dollars starting May 28, 2014: John Paddock

2nd Motion: Blair Johnson

Motion Carried: Yes (unanimous vote)

Other policy and informational items from staff for the Board

a. Informational Presentation-Budget Development and Draft Assumptions for 2015

- The draft budget will be brought forward to the board at the June 25th meeting for approval
 - The board requested to see different “if this than that” scenarios showing health insurance contribution and wage increase amounts with the financial impact of each option
 - The board requested to see estimates on what three months of operational costs would be, as well as projections for other restricted fund balance accounts

- The Health Department will find out what equalized property value is in August to determine City/County tax levy split
- When the step and salary adjustments were made in 2013 it was aged up based on WIFLI recommendation
- Rough financial impact with different wage scenarios
 - With zero cost of living increase and only a step increase the cost would be around \$82,000 + WRS contribution
 - With a 1% cost of living increase plus a step increase the cost would be around \$107,000 + WRS contribution
 - With 2% cost of living increase plus a step increase the cost would be \$128,000 + WRS contribution
- Discussion involved around what the board would recommend building the draft 2015 budget on
 - It is recommended building budget based 2% step increase plus step increase
 - It is recommended building budget based on moving from 8% to 10% insurance contribution for employees
- There are 13 out of 64 employees that are above the pay scale meaning that their salary wouldn't increase with a 2% plus step increase change in pay scale
- A letter went out asking current retirees if they would like to make a change in their health insurance plans

b. 2013 Audit Results

- Audit report not back yet from the City

c. Alliance for Substance Abuse Prevention funding update

- The Alliance has applied for a DFC grant that would provide some funding, but will not find out if it will be awarded until September 2014
- Reducing alcohol and other drug abuse among the youth in Eau Claire is an important part of the services that the Health Department provides and a community priority. Without additional funding this will be in jeopardy
- Communication on this issue will go out to partners this week

d. Nursing newborn home visiting update – exploration of Nurse Family Partnership collaboration

- The Health Department is joining other Western Region health departments in seeking ways to invest in evidence-based programs without creating duplicated services
- Moving forward the Health Department will continue meeting with community providers and local agencies to explore the possibilities of establishing a team in the Western Region

e. Shared Services Commission Update

- Commission continues working on ways to improve shared services
- Health Department remains connected thru monthly conversations between the Director, County Administrator, and the City Manager

f. Birth to three program

- DHS notified the Health Department that, while they have been pleased with the partnership, due to funding limitations and state-required program changes our contract to provide services will end effective July 1, 2014
- Birth to three is an extremely important service and the Health Department will continue to explore options for ways to meet the needs of the families
- The estimated revenue loss for 2014 is \$7,000

Board member informational items

- a. Director performance evaluation process update
 - Before the next meeting Merery Price will be mailing a packet to board members to help prepare for the close session discussion at the June 25, 2014 meeting
- b. Board of Health Website: <http://www.ci.eau-claire.wi.us/departments/health-department/about-us/board-of-health-documents-and-information>
 - Board members will let Merery Price know of any additions or changes they would like made to the website

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

- a. City Council will be voting on a resolution for the use of e-cigarettes on City Property

Next scheduled BOH meeting is June 25, 2014 at 5:15 p.m.

Merery Price adjourned the meeting at 7:16 p.m.