

**June 25, 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 Mery Price

**Board Members Present  
Quorum is reached**

Gerald Wilkie  
Mery Price  
Blair Johnson  
John Paddock  
Elizabeth Spencer  
Kathy Mitchell  
Jennifer Eddy  
Donald Bodeau (5:16)

**Board Members  
Absent:  
All in attendance**

**Staff Members Present:**

Lieske Giese  
Kitty Rahl  
Tegan Ruland  
Jeff Cipriano  
Gina Holt (recorder)

**Additional Staff Members:**

Jackie Krumenauer  
Kristine Radtke

**Public:**

None

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

- None

**Public Comment:**

- None

The Board takes a moment to acknowledge Jennifer Eddy as being honored as an Outstanding Coalition Member, by the Northwood's Coalition, for her contributions to the prevention of underage drinking in Eau Claire County. The award is to recognize an individual who has made an outstanding contribution to the field of prevention at the community, state, or national level through professional service that benefited Wisconsin prevention efforts.

**Consent Agenda**

- Approval of minutes from May 28, 2014 meeting
- Director/Health Officer Report
- Correspondence/Media
- TB Dispensary Contract-reapprove
- CYSHCN Contract with Chippewa County – Funding increased from \$1,500 in Original Budget to \$1,700

**Motion to approve Consent Agenda:** John Paddock

**2nd Motion:** Elizabeth Spencer

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

**Business Item**

- Monthly Financial
  - Revenue/Expense report was updated to reflect changes that were requested at the May BOH meeting
  - Encumbrance amount –is an automatic entry that the accounting system puts in when closing the previous year. The City will be making a journal entry to get rid of that line in the near future

**Motion to receive the Monthly Financial Review:** Gerald Wilkie

**2nd Motion:** Blair Johnson

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

b. Approve 2013 Year End Financial Statements

- Report not yet received from the city

***Motion to postpone until the 2013 year-end financial statements are received:*** Kathy Mitchell

***2nd Motion:*** Gerald Wilkie

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

c. Approve updated 2012-2016 ECCCHD Strategic Plan

- A team of staff and Board members worked together to update the Strategic Plan
- Cortney Draxler-did an excellent job in developing the new format for the document
- Board members expressed that the process was a rewarding experience

***Motion to approve updated 2012-2016 ECCCHD Strategic Plan as presented by Health***

***Department Staff:*** Kathy Mitchell

***2nd Motion:*** Elizabeth Spencer

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

d. Approve updated ECCCHD Employee Handbook

- Changes to policy items will be voted for on an individual basis
  1. Health Insurance Retirement Benefits- All Sections related to % of premium paid Section 3.01, 3.10
    - Identify only percent the employer pays of the total employer-share of premium. Premium share to be determined by BOH at budget time versus as part of handbook changes.

***Motion to approve Health Insurance Retirement Benefits update to the employee handbook as presented by Health Department Staff effective July 1, 2014:*** Elizabeth Spencer

***2nd Motion:*** John Paddock

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

2. Retirement Benefits-Retiree Health Insurance-Bridge to Medicare (Employees hired 7/1/14 or later) Section 3.10

- Kathy Mitchell moves to strike the following section from the handbook draft

Retiree Health Insurance – Bridge to Medicare (Employees hired 7/1/14 or later)

***Motion to approve Health Insurance Retirement Benefits update to the employee handbook with additional change striking section noted above from employee handbook draft. Effective July 1, 2014 employees hired 7/1/14 or later will not be eligible for post-retirement health insurance:*** Kathy Mitchell

***2nd Motion:*** Gerald Wilkie

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

3. Grandfather Clause-post Medicare coverage Section 3.10

- Language changed to reflect a percentage paid up to a set index amount for retiree chosen policy. After implementation of this item it was determined that it was not feasible to have employer choose policy or retiree choose policy

without frame for cost because of numerous plans and wide number of variables.

- Addition of language reflecting that employee must provide a yearly cost from their insurance provider to receive payment.
- Add to grid employees <50 years old with 15 years or more experience to acknowledge significant years of service.

***Motion to approve Grandfather Clause-post Medicare coverage Section 3.10 as presented by Health Department staff:*** Kathy Mitchell

***2nd Motion:*** Jennifer Eddy

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

4. Inclement Weather Section 7.01

- Add language related to mid-day closures of the County Courthouse or Health Department.

***Motion to approve Inclement Weather Section 7.10 as presented by Health Department staff:*** Blair Johnson

***2nd Motion:*** Kathy Mitchell

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

e. Approve 2015 Health Department budget draft

- No large capital purchases are anticipated in 2015
- Suggested wording change from “revised” budget amount to “original” budgeted amount
- WRS increase is estimated to go up to 7.5% up from 7% an increase cost for both the employer and employee
- The projected capital plan will be updated in the future
- Two budget items for consideration:
- Salary Increases: Employees would receive their expected step increases in salary based on their current salary schedules and a 2% economic increase
  - Lieske reviews salary scenarios based on different percentages and step increase
  - There are 13 existing employees that would not be eligible for any increase using the 2% economic increase and expected step increase
  - The Health Department will be receiving the Eau Claire Chamber of Commerce salary study in July 2014- It is suggested to revisit a salary study in the future using similar sized entities, possibly the LaCrosse Health Department

***Motion to approve 2015 Health Department budget draft to move forward with the expected step increases in salary based on their current salary schedules and a 2% economic increase as presented by Health Department Staff:*** Blair Johnson

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

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

- Health Insurance: Employees cost-share of the health insurance premium would increase from 8% to 10%
  - There is also a 7% overall premium increase that begins in July 2014-it is suggested to make sure that all increases are clearly stated when sharing with the City and County

- Lieske reviewed health insurance scenarios based on different % paid by the employer/employee
- 10% will align the Health Department more closely to what City/County employees are contributing and what many area employers require

**Motion to approve 2015 Health department budget draft to move forward with the 90% 10% share as presented by Health Department Staff:** John Paddock

**2nd Motion:** Blair Johnson

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

- f. Accept \$1,000 grant from HCET to increase Chlamydia Testing Among Females Ages 15-24
- This money will be used to create and distribute outreach materials to local high schools, the juvenile detention center, colleges and other organizations where 15-24 year olds frequent along with creating Facebook messages about STI testing to target populations.

**Motion to accept \$1,000 grant from HCET to increase Chlamydia Testing Among Females Ages 15-24:** Kathy Mitchell

**2nd Motion:** Jennifer Eddy

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

- g. Accept \$9,000 from HCET for capacity building with Colposcopy services
- Health Care Education and Training (HCET) has agreed to provide grant money of \$9000 to continue to enhance services for colposcopies in the Eau Claire City County Health Department (ECCHD) Reproductive Health Clinic.

**Motion to accept \$9,000 grant from HCET for capacity building with Colposcopy Services:**

Gerald Wilkie

**2nd Motion:** Kathy Mitchell

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

- h. Accept \$10,000 BRACE grant from DPH to build capacity related to health impacts due to climate change
- The goal of this grant is to build climate adaptation capacity around the expected increase in flooding as a result of climate change in western Wisconsin.

**Motion to accept \$10,000 BRACE grant from DPH to build capacity related health impacts due to climate change:** Jennifer Eddy

**2nd Motion:** Kathy Mitchell

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

- i. Approve changes to Director Performance Evaluation process
- More details were added to the existing procedure

**Motion to approve changes to Director Performance Evaluation process as presented:** Gerald Wilkie

**2nd Motion:** Kathy Mitchell

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

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

- a. Service Recognition
  - Diane Hunter –(5 years)
- b. EC Comprehensive Plan Community Advisory Committee – BOH representative
  - Merey Price Volunteers to be part of the advisory committee
  - Board members are asked to contact Merey Price if interested in serving on the committee
- c. Health Department 140 review-
  - Board members are encouraged to attend the meeting on July 28<sup>th</sup>, 2014
  - Please let Merey know if you are able to attend by July 14<sup>th</sup> if able to attend. The meeting will be publicly noticed
  - Estimated that the meeting will last about 3 hours

### **Board member informational items**

- a. Wisconsin County Official Handbook > <http://www.wicounties.org/resources.iml>
  - Hard copies are available at the link above
- b. Save the date for the Annual WALHDAB meeting August 6, 2014
  - Board members are encouraged to attend
- c. NALBOH Meeting
  - Board members are encouraged to attend

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

- a. Health inspection reports available to view on the website
- b. Gerald Wilkie suggests that at the August BOH meeting discussing the Resolution being presented to the County Board referencing three issues on concealed and carry law

**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:** Kathy Mitchell

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

Meeting moves to closed session at 6:42 p.m.

### **Reconvened in open session at 8:05pm by Merey Price**

**Members present:** Donald Bodeau, Jennifer Eddy, Gerald Wilkie, John Paddock, Blair Johnson, Kathy Mitchell, Elizabeth Spencer, Merey Price

**Staff present:** Director Elizabeth Giese

Motion to increase Director Elizabeth Giese's annual rate of compensation by 2% effective July 1, 2014; increase cannot be declined by the Director:

**Motion:** Kathy Mitchell

**2nd motion:** Don Bodeau

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

Next scheduled BOH meeting is July 23, 2014 5:15 p.m.

Merey Price adjourned the meeting at 8:10 p.m.