

WASHINGTON COUNTY HEALTH DEPARTMENT

333 E. Washington St., Suite 1100 - West Bend, WI 53095 - 262-335-4462 - Fax 262-335-4463 www.co.washington.wi.us/chn

WASHINGTON COUNTY BOARD OF HEALTH MEETING HEALTH & AGING LIAISON COMMITTEE February 2, 2006

Members Present: Charlene Brady, Delores Kruepke, Ralph Hensel, Pat Hrobsky, Mary Callan and Doreen Buntrock.

Chairperson, Charlene Brady, called the meeting of the Washington County Board of Health to order at 8:31 a.m. Notice of Posting was given.

Minutes From Previous Meetings: **Motion** by Doreen Buntrock, **second** by Pat Hrobsky to approve the minutes of the January 5, 2006 meeting. **Motion Carried.**

Approval of Strategic Planning Retreat Proposal:

Motion by Doreen Buntrock, **second** by Delores Kruepke to approve use of Kraemer Trust funds for the 2006-2010 Strategic Planning Retreat planned for May 2, 2006 at Cedar Campus Retreat Center. **Motion Carried unanimously.** Chris Clarke-Epstein, training facilitator would provide all materials for this presentation. The Board of Health members are invited to attend. Revising the five-year Strategic Plan for 2006-2010 is a goal for 2006.

Approval of Non-Lapsing Accounts from 2005:

Motion by Mary Callan, **second** by Doreen Buntrock to approve non-lapsing the final 2005 balances of the Quad Counties Consortium, Indoor Radon, Tobacco Control and Consolidated Contract grant funds. **Motion Carried.**

Approval of Out Of State Travel Request for Tobacco Control Specialist:

A conference that was previously approved was canceled in 2005 and now has been rescheduled. Only one request was made as part of the 2006 budget. **Motion** by Doreen Buntrock, **second** by Ralph Hensel to approve the second out of state travel and training request for Dianna Forrester, Tobacco Control Specialist. **Motion Carried.** All costs are covered by the grant funds.

Monthly Activity Report:

The Board of Health reviewed January activity reports for services and communicable diseases. The report has a new comparison column for 2005 data to current 2006 data. Discussion followed.

Director's Announcements:

- The 2006 state Consolidated Contract has been finalized.
- Kraemer Trust donations received for 2005.
- A Public Health Nurse will write the Wisconsin Registered Sanitarian-Proficiency Exam this spring to provide backup for the Environmental Health Specialist position.
- A thank you note was shared with the Board of Health from an area physician for regular sharing of communicable diseases information.

- Linda shared new WIC materials including a calendar entitled READY, SET, GO: A Journey to Better Health. This document focuses on nutrition and activity.
- Emergency Response Procedure booklets were recently updated and distributed to all Health Department Personnel.
- Media articles shared concerning the Quad Counties Public Health phone survey, results of the 2005 Health Rankings and an article on ice safety.

Next Meeting & Adjournment: The next meeting for the Board of Health is scheduled for March 2, 2006 at 8:30 a.m. in room 1000A of the PAC. Mark Huber from Aurora will attend the next meeting and present a PowerPoint presentation on the 2005 phone health behaviors survey. The Healthy Washington County Committee will be invited to hear the presentation. The Board rescheduled the first Thursday meeting for April and May to April 13 and May 11, 2006 due to identified conflicts.

Health Department Director's Performance Evaluation: **Motion** by Patricia Hrobsky, **second** by Delores Kruepke to go into closed session at 9:07 a.m. according to Wisconsin State Statute 19.85 (1)(c) to prepare performance evaluation for department director. **Motion Carried** by roll call vote.

Return to Open Session:

Motion by Ralph Hensel, **second** Mary Callan to go to open session at 9:55 and to adjourn meeting. **Motion Carried** by voice vote.