

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

July 7, 2005

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

Chairperson, Charlene Brady, called the meeting of the Washington County Board of Health to order at 10:37 a.m. and the proper Notice of Posting was given.

Minutes From Previous Meetings: **Motion** by Doreen Buntrock **second** by Mary Callan to approve the minutes of the June 2, 2005 meeting. **Motion Carried.**

Update on 2006 Budget Preparation: Linda Walter presented a draft of proposed staffing changes, out-of-state travel, and review of user fees, anticipated for the 2006 budget. Accomplishments for 2005 and goals for 2006 were discussed.

Review Level II Tool Site Visit:

July 29, 2005 site visit by DPH/DHFS scheduled. Board members reviewed the seven programs in the five different priority areas of the state health plan that are required for a Level II Health Department. The Level I tool was reviewed previously.

TB Dispensary Status: June Doyle, representative from the DPH/DHFS TB program visited on June 14, 2005 to discuss developing policy and procedures needed for certification as a TB Dispensary per Wisconsin Administrative Code HFS 145.12(4)(b). If approved by the County Board on July 12, 2005, the health department will apply for certification that includes reimbursement for eligible program costs for management of tuberculosis cases. **Motion** by Doreen Buntrock **second** by Mary Callan to accept Resolution 18 and forward to County Board for approval of Tuberculosis Dispensary status for Health Department.

Environmental Health Update: Margaret Anderson, Environmental Health Specialist, continues to work collaboratively with the City of West Bend and the Town of Kewaskum on human health hazard cases.

Monthly Activity Report:

The monthly activity report was reviewed. Shari Winter and Linda Walter will take part in an infection control committee at St. Joseph's Hospital where they will share communicable disease data.

Directors Report:

- Linda Walter showed board the new Health Department preparedness brochure which will be distributed at The Washington County Fair. The brochure features a tear-off medical release for children. Cost of brochures is shared by the Health Department and Quad County coalition.

- The Health Department will feature injury prevention and the American Heart Association's "Red Dress" promotion at the Washington County Fair booth.
- The Health Department staff is being trained on electronic imaging to store records. After passage of an updated county record retention policy older files can be eliminated per the policy.

Next Meeting & Adjournment: The Board of Health members are invited to attend the July 29th DPH/DHFS Health Department site visit to monitor HFS 140 requirements and determine the 2005-2010 level classification for the Health Department. The next meeting for the Board of Health is scheduled for August 4, 2005 at 10:45 a.m. A September meeting is scheduled for September 1st at 9:00 a.m. **Motion** by Doreen Buntrock, **second** Delores Kruepke to adjourn at 11:38 a.m. **Motion Carried.**