

# WASHINGTON COUNTY HEALTH DEPARTMENT

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**Mission: Promote Health \* Prevent Disease \* Protect the Public**

## **WASHINGTON COUNTY BOARD OF HEALTH MEETING (HEALTH AND AGING LIASON COMMITTEE) July 18, 2011 in Room 1023 PAC Building**

Members Present: Supervisor William Meyers, Supervisor Daniel Goetz, Supervisor Melvin Ewert, Christian Klemmer, Patricia Hrobsky, Doreen Buntrock, and Health Officer Linda Walter  
Excused: Supervisor Joan Russell, Dr. Laura Radke  
Visitors: Paul Roback, UW Extension Community Development Educator; Margaret Anderson, Environmental Health Supervisor; Joni Whitehouse, Deputy Health Officer

Supervisor Daniel Goetz called the meeting of the Washington County Board of Health to order at 8:02 a.m. Notice of Posting was given.

### **Minutes from Previous Meetings:**

**Motion** by Doreen Buntrock, **Seconded** by Melvin Ewert to approve the minutes of the June 20, 2011 meeting. **Motion Carried.**

### **2011-2013 Strategic Plan review:**

Paul Roback UW-Extension Community Development Educator reviewed Strategic Planning for 2011-2013 he has conducted with the Health Department employees. The same PowerPoint presentation he used today with the Board will be shared with the employees in late September including the suggestions and changes made today. The Board of Health agreed to use the Decision Matrix included in the plan to make service change decisions if needed in the next 3 years. The core services required by statutes and administrative rules versus Level II and Level III services was presented in a colored chart format. Linda reported that the application fee national Public Health Department accreditation (which is included in the plan) was more expensive than she had originally thought. The Board continued to be supportive of the value of including accreditation in the Strategic Plan.

### **Environmental Health (EH) update:**

Margaret Anderson, EH Supervisor updated the Board on the status of the 2010-2011 Food Safety and Recreational Licensing (FSRL) license renewal process. Discussion followed. Concern for pre-registration prior to change of operator that was raised during Linda's annual report to the County Board was discussed. No change anticipated after discussion with state program.

### **2012 Budget Preparation discussion:**

There are two meetings in August scheduled for budget. The first is scheduled for August 22<sup>nd</sup> @ 8 a.m. and second on August 29<sup>th</sup> @ 8.a.m., if needed.

Linda mentioned to the Board that the Finance Department was conducting a review and analysis of deferred revenues and agency deposit accounts to assure compliance with a new accounting

standard. She mentioned that the loan closet agency deposit account had unexpended funds that were not earmarked for a specific purpose. This service was discontinued in 2010. A variety of potential uses were discussed. **Motion** by Pat Hrobsky, **Seconded** by Christian Klemmer to use the remaining loan closet funds for accreditation associated costs and planning as needed.

**Motion Carried.**

The Kraemer Trust Fund uses were also reviewed. The Board reaffirmed that the Health Officer was to submit proposals to the Board for approval of use of the Trust funds with an emphasis on projects benefiting the Health Department employees. The Board indicated that accreditation fees would be an acceptable use in the future.

**Director's Announcements:**

- a) City Readiness Initiative technical assistance review was completed 7-14-2011 with 92 out of 100 points
- b) Joni Whitehouse attended and briefly reported on Healthiest Communities Learning Institute training attended out of state
- c) Linda Walter reported on Emergency Planning and Special Needs Population (G-197) training attended on July 13-15<sup>th</sup>
- d) Two part time WIC positions that were vacant have been filled
- e) Safe Kids SE Wisconsin is applying for a \$25,000 grant to support local community efforts to promote pedestrian safety. Having a local safety task force is part of the grant requirements. The Washington County Injury Prevention Coalition in collaboration with the Healthy People Project of Washington County and the West Bend Police Department have been asked to participate as the local safety task force because of their efforts including, but not limited to, the pilot safety project at Decorah Elementary School this year, annual bike rodeos, participation in the 2010 Mark Fenton community events and eight years in the Walk This Way event with safety education and activities. This grant is limited to 10 local coalitions across the United States. Applications were due July 15, 2011. Safe Kids SE Wisconsin felt the Washington County Injury Prevention Coalition was already accomplishing many of the grant requirements and is well positioned to participate based on the safety work they have already done with Decorah Elementary School.
- f) Media articles were available for review

**Next Meeting & Adjournment:**

The next meeting for the Board of Health is scheduled for August 22, 2011 at 8:00 a.m. in room 1023 of the PAC. **Motion** by William Meyer, **Seconded** by Patricia Hrobsky to adjourn meeting at 10:15 a.m. **Motion Carried.**