

WASHINGTON COUNTY HEALTH DEPARTMENT

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WASHINGTON COUNTY BOARD OF HEALTH MEETING (HEALTH AND AGING LIASON COMMITTEE)

July 19, 2006

Members Present: Supervisor Charlene Brady, Pat Hrobsky, Supervisor Melvin Ewert, Supervisor David Radermacher, and Linda Walter, Director/Health Officer. Mary Callan and Doreen Buntrock were excused.

Chairperson, Charlene Brady, called the meeting of the Washington County Board of Health to order at 8:30 a.m. Notice of Posting was given.

Minutes From Previous Meeting: Motion by David Radermacher, **Seconded** by Melvin Ewert to approve the minutes of the May 17, 2006 meeting. **Motion Carried.**

Chapter 8: Human Health Hazards and Chapter 16: Animal Waste Storage Facility Codes:

Paul Sebo, from Planning and Parks, Land Conservation Division discussed and answered questions of the Board concerning the additions to the County Code concerning abandonment of animal waste storage facilities. **Motion** by David Radermacher, **Seconded** by Pat Hrobsky to approve the additions to County Code Chapter 8: Human Health Hazards that coincide with additions to County Code Chapter 16: Animal Waste Storage Facility concerning abandonment of storage facilities as human health hazards. **Motion Carried.**

2006-2010 Washington County Community Health Improvement Plan (CHIP):

The plan was reviewed and accepted by the Board. Three priority areas are identified in the plan for the community to work toward improvement. These are (1) Obesity: nutrition and physical activity; (2) Preparedness: proactive measures; and (3) Addictions: tobacco, alcohol & other drugs. The priorities are not ranked by importance. The document is available on the County website www.co@washington.wi.us under Health Department publications. A **Motion** by Pat Hrobsky to approve the *2006-2010 Washington County Community Health Improvement Plan* was made and **Seconded** by Melvin Ewert. **Motion Carried.**

Discussion followed on the importance of priority areas identified. Future 2006 agendas will include more discussion and a review of Health Department services that address the issues. Additional back ground materials were distributed on obesity, the recent Surgeon General's Report on Secondhand Smoke, and preparedness checklists. A Save the Date flyer on the *Wisconsin Nutrition and Physical Activity State Plan* regional forums was distributed. Board members are invited to attend. Linda shared there have been preliminary discussions with the Washington County American Heart Association and Kettle Moraine YMCA about a community coalition concerning obesity issues. There are existing community groups and agencies that are working on preparedness, tobacco, alcohol and other drugs. A copy of County Code 4.37 concerning smoking was distributed and Linda asked the Board to review for discussion at a later meeting. Supervisor Radermacher indicated the Administrative Services Committee would review the Code if a memo were sent. Linda will draft a memo and send.

County Preparations for Pandemic Readiness:

Linda gave an overview of the June 29th meeting with Gary Moschea, Human Resource Director concerning county preparations for pandemic and other readiness efforts concerning emergency situations. Discussion followed about lessons learned from Katrina and trainings attended. Mr. Moschea has suggested he, Rob Schmid, Emergency Management Coordinator and Linda, Health Officer, meet with the Administrative Services Committee to continue the discussion. The Board agreed that presenting the Mass Clinic PowerPoint Presentation previously presented to local officials and the Executive Committee might be appropriate depending on time available. Linda suggested a discussion concerning a policy to clarify County employees may be assigned to work in areas outside their normal job descriptions during an emergency event. The Board agreed. Linda invited the Board members to attend the August 24th Administrative Services meeting when this discussion is scheduled to occur.

Grant Application Procedures – County Code 4.27:

The addition of the Minor Grants section of County Code 4.27 - Grant Application Procedures was discussed. Grant application approval may be given by the Liaison Committee of the department seeking the grant without the need for full County Board approval provided that no additional staff are required for the grant-funded activity, no matching funds other than in-kind contributions are required, the total grant award is \$5,000 or less and the department or office reports said information to the Finance Committee.

2007 Budget Issues:

Linda discussed previous Board agreement for inclusions in 2007 budget proposal:

- The limited term hour WIC program assistant may not materialize.
- An increasing need for a part-time Spanish interpreter. The Board requested Linda write a memo to Administrative Services Committee requesting they determine the feasibility of the County hiring a Spanish interpreter to be used by all departments.
- Modify existing Public Health Data Specialist position from 37.5% levy funding to 75% levy funding instead of 37.5% levy and 37.5% grant funding.
- Include projected revenue from subcontracting with the State Division of Public Health for low risk inspections of licensed facilities. No increase in staff is required.
- Additional items that will be included in the 2007 budget proposal will include approximately \$20,000 revenue from the DNR to assist them with their Transient Non-Community (TNC) well water testing program. Margaret Anderson, Environmental Health Specialist discussed the program. No additional staff is proposed. Costs for residents would not increase and it is anticipated there would be increased convenience for citizens.

A draft of the 2007 Health Department User Fee Schedule was distributed and briefly discussed. This will be included as part of the 2007 budget proposal in August.

Monthly Activity Report:

The June 2006 Activity and Communicable Disease reports were distributed to the Board.

Director's Announcements: the following written report was mailed with the agenda anticipating time constraints.

- Recent Surgeon General's report on effects of Secondhand smoke – no safe level of secondhand smoke – recommends totally smoke free workplaces
- Letter of Support submitted for Germantown School District grant application for funds to improve school district's current emergency response plan
- Sheboygan County Health Department has designed and has a prototype available of 10 signs for a mass public health clinic. The Quad Counties Public Health Consortia will purchase 1 set of 10 signs for each of the 4 counties and the Health Department has ordered another 5 sets for each of the schools designated in the local mass clinic plan
- County Human Resources will contribute \$15 per employee towards the cost of influenza vaccine for fall 2006 with employees responsible for the balance – vaccine has been preordered – the price is anticipated to be \$25 but is contingent on final purchase costs
- June 7th meeting and networking with West Bend Mutual Insurance concerning Pandemic Influenza Planning with Rob Schmid, Emergency Management Coordinator
- June 13th Hazards Vulnerability Assessment completed by public health and hospital representatives from 4 counties in Quad Counties Public Health Consortium with HRSA #7 Coordinator and Emergency Management Coordinators
- June 20th received DPH memo concerning June 9th notification of federal Deficit Reduction Act which changes requirements for persons applying for or receiving Medicaid benefits and providing documentation of U.S. citizenship and identity – more information to follow – no change for Health Department protocol at this time
- June 20th presentation to County Executive Committee: PowerPoint program provided to local officials on mass clinic plans (smallpox, pandemic influenza, etc) by Health Department staff and County Emergency Management Coordinator
- Attended June 22 Ozaukee County and June 26 Sheboygan County Pandemic Influenza tabletops concerning Special Needs Populations and County Human Service Agency Partners responsibilities and roles
- June 23rd Health Department participated in Super SAFETY Summer Day Camp – *Exercise Safely: The Key for Good Health* - by providing safety education and a variety of incentives including a bike helmet – a thank you was received from the Washington County 4-H office
- June 28th Incident Command System training at PAC attended by 52 persons – sponsored by Quad Counties Public Health Consortia
- July 6th site visit to Health Department by State DPH Health Officer, DPH Bureau Director of Local Health Departments and Emergency Medical Services and the SERO Director to view Lotus Notes Data System and discuss future change of Public Health Consortia structure – LHDs should anticipate a 20% decrease in preparedness funds
- July 7th site visit and midyear review for state consolidated grants including pandemic flu and consortia deliverables by SERO grant contract administrator– documentation submitted and accepted with no deficiencies noted
- August 1st invitational forum on Regional Pandemic Influenza Planning with tabletop exercise at Medical College sponsored by regional planning group Health Department is currently participating in
- August 22nd Linda Walter will be a breakout session speaker on a panel discussing, The Wisconsin Public Health Model: What, Why and How at the 9th Annual Public Health Nursing Conference in Stevens Point
- August 23rd speaker at Washington County Health Care Partners meeting on 1918 Influenza Pandemic: The Local Perspective (Room 1113A&B – 8:15 -9:30 am)
- September 14 Washington County functional exercise of County Emergency Operations Center (EOC) and Health Department Mass Clinic Plan

Additional announcements not included in the written report:

- Margaret Anderson and Linda Walter will attend a tabletop exercise on water utility preparedness in Jackson on August 21st
- A thank you note was received from the juvenile detention center concerning a presentation made by Public Health Nurses

Next Meeting & Adjournment: The next meeting for the Board of Health is scheduled for August 17, 2006, at 8:30 a.m. in room 1000A of the PAC. **Motion** by Pat Hrobsky; **Seconded** by Melvin Ewert to adjourn at 10:31 a.m. **Motion Carried.**