

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

Mission: Promote Health * Prevent Disease * Protect the Public

WASHINGTON COUNTY BOARD OF HEALTH MEETING (HEALTH AND AGING LIASON COMMITTEE) July 15, 2013 in Room 1023 PAC Building

Members Present: Supervisor Richard Gundrum, Supervisor Daniel Goetz, Supervisor Donald Kriefall, Supervisor Robert Milich, Patricia Hrobsky, Doreen Buntrock, Dr. Chad Tamez and Health Officer Linda Walter

Excused: Cynthia Sieloff

Visitors: Joni Whitehouse, Deputy Health Officer; Margaret Anderson, Environmental Health Supervisor; Paula Muga, Environmental Health Technician; Danielle Vollendorf, Environmental Health Technician

Chairperson Rick Gundrum 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 Meeting:

Motion by Robert Milich, **Seconded** by Doreen Buntrock to approve the minutes of the June 17, 2013 meeting. **Motion Carried.**

Update on July 1, 2013 to June 30, 2014 license renewals for FSRL program:

An update on facilities that have not paid for the new license year was given. Linda stated that 15 days after the deadline of June 30 license holders are assigned an \$85 late fee by the state computer program and another application for a new permit is mailed out. Linda distributed an updated copy of DHS 196 which includes temporary food stands and assigns the current annual fee of \$170. Margaret Anderson discussed the temporary food stand booklet that has been used for the past 3 years to simplify DHS 196 and the Wisconsin Food Code appendix to DHS 196 for operators. Discussion followed about temporary food stands. The Health Department is suggesting that the \$170 fee be lower starting with the July 1, 2014 to June 30, 2015 license year. A variety of price options were discussed and two new fees will replace the old \$170 fee in the 2014 budget proposal to lower the cost for all operators of licensed temporary food stands. Linda reiterated that the Health Department can set its own fees but cannot disregard identified groups covered by the state regulations. Wisconsin has food safety and recreational licensing (FSRL) regulations to protect the public from food and water borne illnesses. Discussion continued with Margaret Anderson answering Board of Health questions on a variety of topics related to FSRL services.

Dr. Chad Tamez arrived at 8:17 a.m.

Ongoing 2014 budget issues and discussion:

Linda informed the Board she will be asking for outlay for one car replacement in 2014 and one in 2015 budget. She stated there are no plans to request any new employee positions. The target base budget number given to the Health Department for the 2014 budget is \$1,179,626 which is 1% less than the 2013 budget. Linda discussed the impact of the significant staff turnover the past 3 years. The impact of adding up to five eligible part time employees to the health insurance plan due to changes in Affordable Care Act in either 2014 or 2015 was discussed. Linda indicated that she would mail the budget documents to the Board at least one week before the August 19th meeting. She also asked for Board to try to attend during the Finance Committee meeting when the department's budget is reviewed during the budget process.

Distribution of monthly reports:

The monthly reports on Public Health Activities and Reportable Diseases were distributed.

Director's Announcements and discussion as needed:

- a) Update on midyear grant reports
- b) CDC Preparedness and CRI funds anticipated to be the same for next year as last year (midyear cycle)
- c) Met with Froedtert Health in June to discuss ongoing collaboration concerning community health assessment and planning efforts
- d) Distribution of 2013-2014 Washington County Directories
- e) Distribution of recently released 2011 Local Health Department Survey results from the state
- f) Distributed media from the Richfield Super Safety Summer Camp at Glacier Hills County Park on June 28th - Health Department participated in planning and implementation of the event with other Washington County Injury Prevention Coalition members

Next Meeting & Adjournment:

The next meeting for the Board of Health is scheduled for August 19, 2013 at 08:00 a.m. with August 26th as backup date if needed in room 1023 of the PAC. **Moved** by Patricia Hrobsky, **Seconded** by Donald Kriefall to adjourn at 9:39 a.m. **Motion Carried.**