



**Sauk County Public Health  
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**Public Health Board Meeting Minutes  
Monday, September 19, 2011 5:30 p.m.  
Room 306, West Square Building**

**Members Present:** J.Stoeckmann , S. Clement, D. Nobs, D. Stehling, A. Delong ,

**Members Absent:** M. Burns, L. Haugen

**Others Present:** C. Bodendein, C. Warwick, A. Lee, B. Stehling, L. Bjorklund, K. Schauf (via phone)

The meeting was called to order at 5:30 p.m. by Stoeckmann. Certification of the open meeting law was noted.

Motion by Clement to approve September 19, 2011 agenda second by Nobs. Motion carried.

Motion by Clement to adopt the minutes of the August 15, 2011 Public Health Board Meeting, second by Stehling. Motion carried.

**Communications:** None

**Public Comment:** None

**Business Items for Discussion and/or Action:**

- A.** Bjorklund reported on the Maternal Child Health (MCH) program. Covers children ages 0 to 21 years. Primarily for "At Risk" moms & children. Receives referrals from various sources including; hospitals, Head start, Doctors and clinics, Economic support, Hope House, PNCC nurses, Family Come First. MCH has contracts with the state for programming which includes:  
1) Babies 0-2 months with no prenatal care. 2) Growth and Development screening & Social emotional health. 3) Home safety assessments – to identify hazards in the home and provides followup visit to ensure corrections were made. 4) Crib Safety – gives out 20 pack and play cribs – explained all cribs now require stationary sides. Also promotes new crib regulations and information on unsafe bumper pads. 5) Breastfeeding friendly Health Dept. – working on the final steps for this. She works with WIC and Lactation consultants. 6) Lead program – the goal is to decrease lead risks in children. Works in conjunction with Environmental health dept to educate families. 7) Car seat grant – receives money from this grant to hand out 10 car seats – through Healthy Community and ensure they are age & weight proportionate. Is looking into a program for toddler car seats/boosters. 8) Is on the Birth to Three Advisory Committee.

The difference in MCH and PNCC programs. PNCC offers education and assistance Prenatally and MCH offers education and assistance Postnatal.

- B. Discussion of increase in Fluoride tablet rate from \$5.00 to \$7.00. Motion to approve rate increase rateof fluoride tablets to \$7.00 by Nobs second by Delong. Motion carried.
- C. Discussion of increase in foot clinic rate from \$23.00 to \$25.00. Motion to approve rate increase for Foot Clinic to \$25.00, effective January 01, 2012, by Stehling second by Clement. Motion carried.
- D. Discussion of increase in TB testing rate from \$7.00 each to \$10.00 for a 1-Step and \$15.00 for a 2-Step TB test. Motion to increase the TB testing rate to \$10.00 for a 1-Step and \$15.00 for a 2-Step TB test by Stehling second by Delong. Motion carried.
- E. Discussion of the Public Health budget for 2012. Motion to approved Public Health budget for 2012 as presented for total expenses of \$2,280,864 and Tax Levy of \$680,289 by Nobs second by Stehling. Motion carried.
- F. The Management Group – Stoekmann read from the August 15, 2011 minutes regarding the Board of Health’s response to the previous report on the TMG committee. It was reiterated that the unanimous consensus and recommendation of the Board of Health to remove; Option #2 (*2. All 5 Depts continue but the County Hire one Division Director to oversee all 5 depts.*) and #3 (*3. Human Services and Public Health merge departments.*) from the items to be considered for the TMG committee.

Information regarding options for “New” board stucture and the changes within the Functional group was also shared. The Board of Health raised major concerns for the creation of a “Super Committee” to oversee all 5 departments. Concerns: 1) Amount of time required by both County Board member and Community Member in a “Super Board Format.” Concern with the length of time to get through all the information needed,(to be in compliance with regulatory/statutory guidelines) and be effective in crucial decision making. Community board members raised concerns about length of meetings interfering with their family time they volunteer their time to serve on the Board. 2) The lack of “Specialty” experience needed for continuity of program management and efficiency implementations. The lack of understanding needed to make informed/educated decisions for each department in a timely manner. (The current Boards have the necessary understanding of the departments needs and challenges.) 3) Concerns of too many “Sub committees” would eventually be needed/created which would nullify the “intended effeciency.”

Information regarding the changes in the Functional group was presented. Department heads from all five departments (HS, PH, ADRC, Veterans, and HCC) meet regularly. The functional group uses an effective facilitator (current dept head) and full disclosure to maximize interdepartmental efficiencies. Warwick reported that the last Functional Group, used this format and was very productive.

The overall consensus of the Board of Health was to keep the functional group as the driving force which would increase communication between departments, maximize county resources and provide opportunities for program improvement.

- G. Discussion of the voluntary Medical Advisor policy and procedure. Motion to approve the voluntary Medical Advisor policy and procedure by Stehling second Nobs. Motion carried.
- H. Motion to defer the report on the progress of the community health improvement plan and the report on Accreditation Process for the Public Health Department to the October 17, 2011 Board of Health meeting, by Delong second by Clement. Motion carried.

#### **Department Updates:**

- A. Motion to review the Monthly Financial Reports for August 2011 to the October 17, 2011 Board of Health meeting, by Nobs second by Delong. Motion carried.
- B. Motion by Nobs and second by Delong to approve August 2011 invoices of \$29,336.96. Motion carried.
- C. Nothing reported for WPHA/WALHDOB Legislative Updates.

**Agenda Items for next meeting:**

- A. Report on Management Group / Special Committee – Stoeckmann
- B. Accreditation for Public Health Dept & Strategic Plan – Bodendein
- C. Report on Community Health Improvement Plan - Bodendein
- D. Policy for Cold Chain - Immunization
- E. Report on Communicable Disease & Dental program - Haley
- F. Policies and procedures for Home Care

**Next meeting date:** October 17, 2011, at 5:30 p.m.

Motion by Stehling second by Nobs to adjourn the meeting. Motion carried. The time was 7:50 p.m.

Respectfully submitted by:

Donna Stehling  
Secretary