



**Sauk County Public Health
Department
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**Public Health Board Meeting Minutes
Monday, October 17, 2011 5:30 p.m.
Room 306, West Square Building**

Members Present: J.Stoeckmann , M. Burns , D. Nobs, D. Stehling,

Members Absent: A. Delong, L. Haugen, S. Clement

Others Present: C. Bodendein, C. Warwick, A. Lee, B. Stehling, M. Lohr, M. Kachel, A. Bennett (UW RN student)

The meeting was called to order at 5:34 p.m. by Stoeckmann. Certification of the open meeting law was noted.

Motion by Stehling to approve October 17, 2011 agenda second by Nobs. Motion carried.

Motion by Nobs to adopt the minutes of the September 19, 2011 Public Health Board Meeting, second by Stehling. Motion carried.

Communications: NALBOH News Brief, and Monthly Directors Report. Discussed the jail health section in directors report.

Public Comment: None

Business Items for Discussion and/or Action:

- A.** Kachel discussed the the mold policy and procedure. Motion by Stehling to approve mold policy and procedure, second by Burns. Motion carried.
- B.** Lohr gave a brief overview of tattoo program and presented tattoo licensing and reinspection fee schedule. Motion by Nobs to approve tattoo licensing and reinspection fee schedule, second by Burns. Motion carried.
- C.** Discussion of the TMG Ad Hoc Committee options list. Supervisors completed survey.
- D.** Bodendein gave a report on community health improvement plan. Last meeting was cancelled and will be rescheduled. In Reedsburg area RAMC is providing all students ages 4K to 2nd grade with tooth brushes and toothpaste so that the children learn to brush teeth.
- E.** Bodendein gave a report on the Public Health Department accreditation process. Had a meeting last week. The next meeting will start the internal assessment of the public health department and will focus on standarization and QI processes.

Department Updates:

- A.** Reviewed the Monthly Financial Reports for September 2011. No questions from August 2011 financial reports.

B. Motion by Nobs and second by Stehling to approve September 2011 invoices of \$19,797.87. 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 – Diana Haley
- F. Policies and procedures for Home Care
- G. Home care Professional Advisory Board
- H. Family Living Grant - Sue Nagelkirk

Next meeting date: November 21, 2011, at 5:30 p.m.

Motion by Nobs second by Stehling to adjourn the meeting. Motion carried. The time was 6:55 p.m.

Respectfully submitted by:

Donna Stehling
Secretary