



Sauk County Public Health Department

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Public Health Board Meeting Minutes
Monday, February 27, 2012 5:30 p.m.
ETN Room, West Square Building

Members Present: Judy Stoeckmann , Don Nobs, Donna Stehling, Amy Delong, Stacy Clement, Lowell Haugen

Members Absent: Mary Burns

Others Present: Cindy Bodendein, Cathy Warwick, Amy Lee

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 February 27, 2012 amended agenda, with the removal of 6A from the agenda, the Twitter and Facebook policies, second by Nobs. Motion carried.

Motion by Nobs to adopt the minutes of the January 16, 2012 Public Health Board Meeting, second by Haugen. Motion carried.

Communications: Director's monthly report for January, was noted that the health dept received grant to provide education and outreach. The department is doing a series of interviews with the majority of staff. This video will be used in various ways including infomercial type commercials and media to assist with education to health providers and partners in Sauk County. Letter (e-mail) from Maureen A Murphy M.D. regarding her disapproval to put Health Department under Human Services. Tobacco Control Report for 2011. Letter to the Editor from Raj Naik, MD from the Reedsburg Independent 01/26/12, Letter from RAMC to Sharyn Borchert regarding the Bright Smiles Program, "Sealing those Smiles" article from Reedsburg Times Press, 01/28/12. Article "Patients visiting ER, not dentist" from USA Today, 01/20/12, "Whooping Cough hits Baraboo" from the Baraboo News Republic, 01/24/12. Article "3 Counties report norovirus" from Baraboo News Republic, 02/08/12, and article from Capitol Times, "Appointment of state health officer raises eyebrows" 01/18/12. NewsBrief from NALBOH.

Public Comment: None

Business Items for Discussion and/or Action:

A. Discussion of the Policies & Procedures for Health Dept:

1. Motion to approve the **Depo Program** policy & procedure by Delong, second by Clement. Motion carried
2. Motion to approve the **Emergency Response policy & procedure** by Nobs, second by Stehling. Motion carried.
3. Motion to approve **Media Communication policy & procedure** by Stehling, second by

4. Motion to approve **Administration Fee Charges for Adult VFC Vaccines policy & procedure**, also to include the current vaccine rate sheet, by Stehling, second by Nobs. Motion carried.
5. Motion to approve **Dental Voucher Program policy & procedure** by Stehling, second by Delong. Motion carried.
6. Motion to approve **Fluoride Program policy & procedure** by Stehling, second by Haugen. Motion carried.
- B. Discussion of the changes to Sauk County Ordinance Chapter 28. Motion by Nobs to ammend Sauk County Ordinance Chapter 28 and take to County Board for approval, second by Haugen. Motion carried.
- C. Warwick reported on the possible 2011 budget over run of the Home Care program. She explained that as of today (02/27/12), using the \$24,046 carry over from last year, the Home care budget is over budget by \$10,988.32. However, there are additional payments due to post on February 29 and the following week (and hopefully be able to allocate back to 2011) that should bring the Home care program over budget for 2011, of at least \$5,000, potentially more. Warwick explained that the biggest obstacle was, our current computer system had some updates that had several glitches which resulted in several denials of the claims. The biller had to enter each visit by hand in order to process the claims.
- D. Discussion of the the Management Group(TMG)Ad Hoc Committee. Stoeckmann gave a summary of all the issues previously reported of the TMG committee mtgs. The final report was distributed to non elected members of the baord. Concern was expressed regarding an unwillingness of the TMG board members to listen to the people who are the most knowledgeable about public health –the board of health members and director of public health.
- E. Bodendein reported on the community health improvement plan. Bodendein reported the next meeting is on March 2. The UW Extention is helping with this meeting. She will have more to report after the next meeting.
- F. Bodendein reported on the Accreditation process for the Public Health department. They've finished up their strategic plan. The draft plan will be provided at the March 2012 meeting.
- G. Bodendien reviewed her Annual report.
- H. Bodendein reported on the Functional Group status. Initially requested Jenny Erickson to be facilitator of the meeting so it could run smoother. Erickson declined. We are waiting on a decision on how to move forward from K. Schauf.

Department Updates:

- A. Reviewed the Monthly Financial Reports for January 2012.
- B. Motion by Clement and second by Nobs to approve January 2012 invoices of \$25,816.21. Motion carried.
- C. Stehling reported that the new public health administrator will be at the next WPHA/WALHDOB meeting. The regional office redesign is complete and will be presented at the next meeting. A sub-committee has been formed to work with other state organizations regarding redesign.

Agenda Items for next meeting:

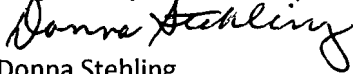
- A. Report on Management Group / Special Committee – Stoeckmann
- B. Accreditation for Public Health Dept & Stategic Plan – Bodendein
- C. Functional Group - Bodendein

D. Report on Community Health Improvement Plan – Bodendein

Next meeting date: March 19, 2012, at 5:30 p.m.

Motion by Clement, second by Delong to adjourn the meeting. Motion carried. The time was 6:55 p.m.

Respectfully submitted by:



Donna Stehling

Secretary

