



Sauk County Public Health Department
505 Broadway
Baraboo, WI 53913
Phone: (608) 355-3290
Fax: (608) 355-4329

Public Health Board Meeting Minutes
Monday, June 18, 2012 5:30 p.m.
ETN Room, West Square Building

Members Present: Don Nobs, Donna Stehling, Joan Smoke, John Miller, Amy DeLong, Stacy Clement/Zobel

Members Absent: Mary Burns

Others Present: Cindy Bodendein, Cathy Warwick, Amy Lee, Kathy Schauf, Staci Dankert

The meeting was called to order at 5:35 p.m. by Stehling. Certification of the open meeting law was noted.

Motion by Nobs to approve June 18, 2012 agenda, second by Smoke. Motion carried.

Motion by Nobs to adopt the minutes of the May 21, 2012 Public Health Board Meeting, second by Clement/Zobel. Motion carried.

Communications: 06/07/12 article from the mail bag, *Baraboo News Republic* "Clean Sweep event was well organized" from Barbara Jantz, Baraboo, and 06/16/12 article from the *Baraboo News Republic* "Sauk County Officials, police worry over heroin 'epidemic'." Discussed heroin problem. Use has doubled in Sauk Co. Heroin is THE most addictive substance out there. Seeing an increase of "pregnant woman" addicted and infants born with addiction. Requires a 7 – 15 day stay in hospital for a newborn to detox from the mothers use of heroin. Discussed possible educational opportunities to inform the public. Most schools DARE programs have been cut from the budget. Bodendein also shared monthly directors report.

Public Comment: None

Business Items for Discussion and/or Action:

- A. Discussion of new records management system for the health department. Bodendein handed out a packet of information re: Mandated programs and Public Health responsibilities, current situation – need due to an increase in demand for services and shrinking resources. Recommended action, alternative actions, funding. Provided a detailed analysis of key system needs and abilities. Schauf spoke in support of program. She stated it will help streamline processes and data collection.
- B. Discussion of Department Home Visitation Safety Policy and updated Home Care Equipment Policy. Motion by Smoke to approve the Home Visitation Safety Policy and updated Home Care Equipment Policy effective June 18, 2012, second by Miller. Motion carried
- C. Warwick reported on 2012 Home Care State survey. Surveyed every three (3) years. Surveyor showed up Monday, June 4, 2012 exited Thursday June 7, 2012. Looked for issues with patient care – and didn't find anything wrong. Recommended increase in specifics of "Goals" and increase in documentation of "pain." We are currently doing all of these things. He just wanted to see more. Overall – good survey.

- D. Bodendein reported on the Pertussis outbreak. Continues to be on-going in Sauk County with another positive today. 32 cases confirmed 25 probable and another 10 cases suspected in Sauk County. It is a time consuming process for the nurse has to contact everyone that has been exposed to the person who is positive.
- E. Bodendein reported on the Community Health Improvement plan. Not a lot going on at the moment. There will be another meeting in August and Public Health will be working with UW Extension office on the grant they received. There will be another meeting scheduled to propose new ideas but it hasn't been scheduled yet.
- F. Bodendein reported on the Accreditation process. Introduced Public Health's intern Staci Dankert a Health Care Administration student, who is assisting on the documentation for the for the Accreditation process. She has met with each nurse and gone over their domains with them gathering , organizing and collecting data in an electronic file. She is also working on a QI program with the Dental Seal-A-Smile program & PNCC program (going into the WIC Clinics)
- G. Bodendein reported on the Functional Group. At the last meeting they went over their Form 1, goals and budget.

Department Updates:

- A. Reviewed the Monthly Financial Reports for May 2012.
- B. Motion by Clement/Zobel and second by Smoke to approve May 2012 invoices of \$33,094.49. Motion carried.
- C. Smoke reported on WPHA/WALHDOB annual conference was very impressive. Smoke sat in on the accreditation discussion. Stehling reported that the speakers of the large groups sessions were very dynamic and very informative. Bodendein reported that Dr. Amy DeLong did an incredible job as Welcoming speaker at the WPHA/WALHDOB 2012 annual conference and she received many compliments on DeLong's address.

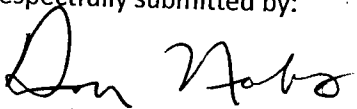
Agenda Items for next meeting:

- A. Accreditation for Public Health Dept & Strategic Plan – Bodendein
- B. Functional Group - Bodendein
- C. Report on Community Health Improvement Plan – Bodendein
- D. Education & Outreach Videos.
- E. Clean Sweep report.
- F. Resolution for electronic records management system.
- G. Policies.

Next meeting date: July 16, 2012, at 5:30 p.m.

Motion by Nobs, second by Smoke to adjourn the meeting. Motion carried. The time was 7:00 p.m.

Respectfully submitted by:



Don Nobs
Secretary