



Sauk County Public Health Department

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Public Health Board Meeting Minutes

Monday, July 16, 2012 5:30 p.m.

Room 213, West Square Building

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

Members Absent: Mary Burns

Others Present: Cindy Bodendein, Cathy Warwick, Amy Lee, Steve Pate, Bill Stehling

The meeting was called to order at 5:33 p.m. by Stehling. Certification of the open meeting law was noted.

Motion by Smoke to approve July 16, 2012 agenda, second by Zobel. Motion carried.

Motion by Smoke to adopt the minutes of the June 18, 2012 Public Health Board Meeting, second by Zobel. Motion carried.

Communications: 06/30/12 article from the *Baraboo News Republic* "Physician appointed to state board" by Ed Zagorski and article from the *Baraboo News Republic* "Group funds dental work" by Mark Tully. Handed out the 2 quarter NALBOH NEWS BRIEF magazine. Showed pictures from the fair booth. Discussed heroin problem. Shared RAMC Healthy Kids family night flyer. Handed out "Other Tobacco products" seminar dates at RAMC. Bodendein also shared monthly directors report.

Public Comment: None

Business Items for Discussion and/or Action:

- A. Reviewed Chapter 251, Public Health governing board roles and responsibilities. We are currently a Level 2 health dept. If we would go Full Agent Status we would be a Level 3 health department.
- B. Discussion of new records management system for the health department. Bodendein reviewed informational packet handed out at the June 18 Board of Health meeting. Public Health needs the new system 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. Pate discussed the wording of the resolution and explained the fiscal note. Providing transparency in the total cost of the program and start up costs. Discussed the need for at least one if not two full time project positions to implement current information. Looking at the big picture, in the future this program will interface with other county and state databases to improve continuity of care. Motion by Nobs to approve the resolution to authorize the purchase of the Public Health Records Management Software and Related Hardware. Second by Smoke. Motion carried unanimously.
- C. Discussion of Home Care Policies; Standard of Care-Goals related to Pulmonary diseases, Cardiovascular System, Endocrine System, Gastrointestinal/Genitourinary System, Integumentary System, Musculoskeletal/Orthopedic System, Neurological

Disorder/Disease and Pain Management. Motion by Zobel to approve the Home Care policies (Standard of Care-Goals related to Pulmonary diseases, Cardiovascular System, Endocrine System, Gastrointestinal/Genitourinary System, Integumentary System, Musculoskeletal/Orthopedic System, Neurological Disorder/Disease and Pain Management) effective July 16, 2012, second by DeLong. Motion carried

- D. Bodendein reported on the Pertussis outbreak. Continues to be on-going. Over 100 cases suspected in Sauk County. The investigation process is time consuming and has taken up one nurses time for the past 2 months. There has been an increase for need in oother PH nursing programs. Bodendein investigated staffing number form across the state. Compared to other counties in WI we are low on PH nurses. The State average in 2010 is 1 nurse to every 10,000 constituents. The latestes data from 2010 shows that Souk county has 4.3 FTE public health nurses with a census of over 61,000. Going forward in this next budget process we may be asking for another part time to full time nursing position.
- E. Bodendein reported on the Community Health Improvement plan. There will be another meeting in August and Public Health will be working with UW Extention 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 Accredidation process. The intern has accomplished a lot toward this process. Cindy has some MOU's to complete and a few other things.
- G. Bodendein reported that the Functional Group has not met.

Department Updates:

- A. Reviewed the Monthly Financial Reports for June 2012.
- B. Motion by Smoke and second by Zobel to approve June 2012 invoices of \$24,693.70. Motion carried.
- C. Smoke reported on WPHA/WALHDOB annual conference was very impressive. Smoke attended the accreditation discussion. She got a lot of great reasons for Public health to proceed with this process. Stehling reported that Dr. Amy Delong set the tone of the conference and did an incredible job as Welcoming speaker at the WPHA/WALHDOB 2012 annual conference.

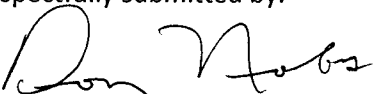
Agenda Items for next meeting:

- A. Accreditation for Public Health Dept & Stategic Plan – Bodendein
- B. Functional Group - Bodendein
- C. Report on Community Health Improvement Plan – Bodendein
- D. Education & Outreach Videos.
- E. Budget 2013

Next meeting date: August 20, 2012, at 5:30 p.m.

Motion by Nobs, second by Miller to adjourn the meeting. Motion carried. The time was 6:40 p.m.

Respectfully submitted by:



Don Nobs
Secretary