



Sauk County Public Health Department

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Public Health Board Meeting Minutes
Monday, September 17, 2012 5:30 p.m.
Gallery, West Square Building

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

Members Absent: Mary Burns, Stacy Zobel

Others Present: Cindy Bodendein, Cathy Warwick, Amy Lee, Mitchell Lohr, Bill Stehling

The meeting was called to order at 5:31 p.m. by Stehling. Certification of the open meeting law was noted.

Motion by Smoke to approve the September 17, 2012 agenda, second by Miller. Motion carried.

Motion by Nobs to adopt the minutes of the August 20, 2012 Public Health Board Meeting, second by Smoke. Motion carried.

Communications: NALBOH "NEWSBRIEF", 3rd Quarter 2012 Vol.19, Issue 3, Health Policy Brief "Risk Adjustment in Health Insurance" & Health Policy Brief, "Improving Care Transitions" from the Robert Wood Johnson Foundation.

Public Comment: None

Business Items for Discussion and/or Action:

- A. Lohr discussed the four Environmental Health policies brought forward. The DNR Transient Non-Community Water System Monitoring Program Policy & Procedures, Department of Health Services Limited Agent Food Safety & Recreational Licensing Program Policy & Procedures, Tattoo & Body Piercing Regulation Policy & Procedure, and Algae Health Hazard Investigation Policy & Procedure. Motion by Nobs to approve the DNR Transient Non-Community Water System Monitoring Program Policy & Procedures, Department of Health Services Limited Agent Food Safety & Recreational Licensing Program Policy & Procedures, Tattoo & Body Piercing Regulation Policy & Procedure, and Algae Health Hazard Investigation Policy & Procedure, second by Smoke. Motion carried.
- B. Discussion of the influenza vaccine fee rate. No increase in fee for 2012. Motion by Nobs to keep the fee for the influenza vaccine at \$30.00, second by Stehling. Motion carried.
- C. Viewed the Education & Outreach videos, Immunization, WIC Breastfeeding program, Environmental Health Radon & Rabies, WIC Nutrition & PNCC, Rural Safety Days.
- D. Bodendein reported on the Community Health Improvement Plan. Public Health is working with UW Extension office for a \$1250 grant. The topic is Education on Illicit Drug Use. Bodendein also reported that Public Health is coming up with a resource guide for locations

of drug drop boxes for unused prescription drugs (at police stations etc.) as well as Clean Sweep.

- E. Bodendein reported on the Accreditation process. Shared the Stoplight Report which is part of the Management Plan, and includes the Quality Improvement Plan. The Stoplight report identifies the base line for all programs and maps and the progression toward outcomes. Discussed specifically the upcoming changes in the MCH (Maternal Child Health) grant. The MCH grant is moving toward a systems approach by developing coalitions in the community and away from home visitation.
- F. Bodendein reported that in 2012 the MCH program attempted to meet all the requirements of the "systems building" and continued to do home visitation. Cindy met with the state and regional grant administrators and it was decided that the Public Health Nurse (PHN) would need to focus on "systems building" rather than home visits. The PHN home visit caseload has grown with referrals from CPS. The Human Services managers were notified last week of the changes. Cindy & Cathy have a meeting tomorrow with Bill Orth and Dan Bratsett in an effort to work out a plan that would allow continued cooperation and support by the health department for the CPS program. The MCH nurse would like to continue to provide home visits. With one PHN retirement and the increased need in Prenatal Care Coordination (PNCC), another Public Health Nurse position was added to the 2013 budget. Cindy will propose that Human Services help support this new position so it will increase the department capacity to provide home visits for CPS. Home visits are "key" for successful family outcomes. Delong shared there are several studies that show the importance of home visits. Delong will send those case studies to Bodendein for documentation.
- G. Bodendein reported on the progress of the new computer system. The contract should be signed shortly. An all staff meeting to review the new system will take place on October 5th. A department assessment was completed by the consultant hired to get the project started.
- H. Bodendein reported that the last Functional Group was canceled and rescheduled for tomorrow to go over their Form 1 and budget presentation process.

Department Updates:

- A. Reviewed the Monthly Financial Reports for August 2012. Discussed the Home Care presentation to the Finance Committee earlier in September as directed by the Public Health Board regarding the deficit in Home Care. Bodendein spoke at Finance. Warwick continues to look for ways to save money and has a purchase order in, to Planning & Zoning and Human Services, to use their county owned vehicles, to help decrease mileage costs for the home care program. All other departments in Public Health are also using the county owned vehicles when available.
- B. Motion by Nobs and second by Smoke to approve August 2012 invoices of \$34,807.06. Motion carried.
- C. Smoke reported on WPHA/WALHDOB. Discussion of emergency preparedness in winter (cold) and summer (heat) and floods. Bodendein reported that there may be a need to get the policy makers on board regarding; (ie: in winter can't turn the heat off) in summer look at the cost of cooling bills to be similar to the heating bills in winter.

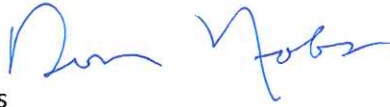
Agenda Items for next meeting:

- 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 - SAS
- E. M. Burns availability to the Board of Health and possible new Community Member appointed.

Next meeting date: October 15, 2012, at 5:30 p.m.

Motion by Smoke, second by Miller to adjourn the meeting. Motion carried. The time was 6:46 p.m.

Respectfully submitted by:

A handwritten signature in blue ink, appearing to read "Don Nobs", is written above the printed name.

Don Nobs
Secretary