



## Health Department

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**Public Health**  
Prevent. Promote. Protect.

### Board of Health Meeting Minutes

**DATE: Tuesday, July 12, 2022 TIME: 1:00 P.M.**

**PLACE: Sauk County Board Room, 505 Broadway, Baraboo WI  
REGULAR MEETING**

**Members Present:** Patricia Rego, David Clemens, Tom Dorner, Melanie Burkhalter, Rebecca Klitzke, Barclay Shultz  
**Members Absent:** Kiana Beaudin  
**Others Present:** Treemanisha Stewart, Julie Jaech, Jennifer Weitzel, Heather Rebedew, Jody Berndt, Valerie Braun, Katie Homer, Laura Fry, Jackie Goyette-Fuller  
**Public:** None

1. The meeting was called to order at 1:00 p.m. by Pat Rego, Board of Health Chair. Certification of the open meeting was noted.
2. Patricia Rego requested a motion to approve the agenda, motion made to approve by Rebecca Klitzke, second by Tom Dorner Motion carried.
3. Motion by Rebecca Klitzke, second by David Clemens to approve the June 14, 2022 minutes, motion carried.
4. **Communications- Emailed:**
  - A. BOH COMMUNICATION- FW\_ Weekly COVID-19 Data Update July 11, 2022
  - B. BOH COMMUNICATION- FW\_ Sauk County Well Water Monitoring - Annual Report 7-8-2022
  - C. BOH COMMUNICATION- FW\_ Sauk County Public Health Newsletter 7-7-2022
  - D. BOH COMMUNICATION- FW\_ July 2022 Clinic& Testing Schedules 7-1-2022
  - E. BOH COMMUNICATION- FW\_ Weekly COVID-19 Data Update June 27, 2022
  - F. BOH COMMUNICATION- FW\_ Letter of support 6-17-2022
  - G. BOH COMMUNICATION- FW\_ For BOH Communications\_ Farm Connect Guide Offers new interactive app 6-24-2022
  - H. BOH COMMUNICATION- FW\_ Weekly COVID-19 Data Update June 20, 2022
5. **Business Items for Discussion and/or Review:**
  - A. Discussion and presentation - Seal A Smile program by Jody Berndt
6. **Business Items for Discussion and/or Action:**
  - A. There were none
7. **Directors Monthly Report**
  - A. **Future Planning and Goals**
    - i. Treemanisha Stewart discussed the PFAS municipal water system testing, there are three systems not two as previously stated. An additional two signed up with the Department of Natural Resources within the last month, for a total of five municipal water systems to be tested. For private well testing, the state was divided into grids for which there will be four to eight private wells to be tested in Sauk County. So far three households have been confirmed to participate.
    - ii. Treemanisha Stewart reviewed the Directors Annual plan of work. The training for the performance management plan has been completed.
    - iii. A Consultant had volunteered to look at the county website at no expense to see how we can make it more mobile friendly. Many of the website users are using their phone to access the website which currently is not user friendly.

- iv. Treemanisha Stewart stated that all job descriptions have been updated to include the core competencies. Public Health is in the final stages of the Workforce Development Plan. The New Workforce Development plan will include training that will be documented in yearly appraisals.
- v. All positions announced at the December meeting have been filled except for the Community Health Worker.
- vi. Treemanisha Stewart stated that Public Health is constantly seeking new funding for existing and new hires.

**Program Updates and Numbers**

- i. Treemanisha discussed the Performance Management Dashboard, there were no questions pertaining to it.

**8. Department Updates:**

**A. Financial Reports Review for June 2022**

- i. Heather Rebedew updated the Board on four grants that are renewing this year.
- ii. Motion by Tom Dorner, second by Rebecca Klitzke to approve the June Invoices Warrant# 071522 \$31,548.22. Motion carried.

**9. Wisconsin Public Health Association (WPHA)/Wisconsin Association of Local Health Departments and Boards (WALHDAB)**

- i. There were no new updates to report.

**10. Agenda Items for next meeting**

- i. Discussion and presentation - Performance Management by Shiobhan Allen.
- ii. Treemanisha Stewart requested to not be in attendance for the August meeting due to the WALHDAB Public Health Forward; Mini Workforce Summit.

**11. Motion for adjournment by Rebecca Klitzke, second by Tom Dorner. Motion carried**

**12. Next Meeting Date: Tuesday, August 9, 2022 at 1:00pm**

Time 2:01 p.m.

Respectfully submitted by:



Melanie Burkhalter

Secretary