



## Health Department

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

### Board of Health Meeting Minutes

Tuesday, March 13, 2018

Board Room Gallery, West Square Building

#### REGULAR MEETING

**Members Present:** Donna Stehling, John Miller, Dr. Amy DeLong, Ken Carlson, Scott VonAsten, Andrea Lombard, Diane Reinfeldt

**Members Absent:** NA

**Others Present:** Cathy Warwick, Tara Hayes, Amy Merwin,

**Public:** Bill Stehling, Asia DeLong, 2 Students

1. The meeting was called to order at 5:31 p.m. by Donna Stehling. Certification of the open meeting law was noted.
2. Motion by Andrea Lombard, second by Diane Reinfeldt, to approve the Board of Health Agenda for March 13, 2018. Motion carried.
3. Motion by John Miller, second by Andrea Lombard to approve the minutes for February 13, 2018 meeting. Motion carried.
4. **Communications:** Letter from Christina Beach-Baumgartner, Regional Director of the Southern Region regarding the recruitment requirements for the Health Director, NALBOH NewsBrief Winter 2018 Vol 4 Issue 1.
5. **Public Comment:** None
6. **Business Items for Discussion and/or Action:**
  - A. Discussion and motion by Scott VonAsten to approve the Resolution Honoring Cynthia Bodendein for more than twenty-one (21) years of faithful service to Sauk County. Second by Diane Reinfeldt. Motion carried.
  - B. Discussion of the Annual Report. Referenced they especially liked values statement. Discussed the lack of Herd Immunity and Community Care voucher trends. Requested that the Immunization Nurse give an overview of Immunization program at the next Board of Health meeting. Board of Health acknowledged they received and accepted the 2017 Annual report.
  - C. Discussion of the Director Recruitment status. Initial interviews will be held on Friday, March 23, 2018.
  - D. Cathy Warwick reported on the Nurse Family Partnership program. The new nurse has completed her unit 2 training and is currently ramping up and admitting clients. She also provided the monthly written report on the updates of the program. She will add number of babies delivered to the report.

- E. Cathy Warwick gave an update for the Accreditation process. We are currently working on the accreditation report that is due in June 2018.
- F. Report of the Community Health Improvement Plan:
  - a. Tara Hayes reported on the PDO Grant. The department has provided just under 800 training since the beginning of this grant. As of January, we have completed 100 trainings. This month we have had two (2) "saves" (saved lives by using the Naloxone provided by our trainings.) One was a community "save" and the other was a "save" via Law Enforcement. We received the signed Memorandum of Understanding (MOU) for Ho-Chunk. In the coming months we look forward to partnering and facilitating Naloxone trainings with the Ho-Chunk Nation in Sauk County.
  - b. Tara Hayes reported on the Sauk County Partnership for Prevention and Recovery coalition. Their next meeting will be held on March 29, 2018. They have identified four short term action teams: 1) School prevention efforts 2) Supporting recovery 3) Community events 4) Educational campaign on prescription drugs: safe use, storage, & disposal.
  - c. Tara Hayes reported on the Overdose Fatality Review Team. They will be conducting their first fatality review on March 28, 2018. They will be reviewing two overdose deaths at this meeting.
  - d. Ken Carlson reported on the Healthy Communities Designation. The application is due the end of May. The goal of this designation is to have the whole of Sauk County designated as a Healthy Community. They are currently reviewing the criteria for Gold, Silver and Bronze Status requirements. Ken will share the criteria at one of the next Board of Health meetings.

**7. Department Updates**

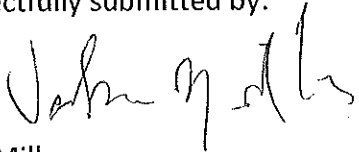
- A. Amy Merwin gave the monthly financial reports for February 2018.
  - B. Amy Merwin provided a report on the 2017 Financial Carry Over report. Discussion of the report and motion to approve the 2017 Financial Carry Over report by Scott VonAsten, second by Donna Stehling. Motion carried.
  - C. Amy Merwin reported on the February 2018 invoices. Motion by Andrea Lombard to approve the February 2018 invoices in the amount of \$38,648.23. Second by John Miller. Motion carried.
8. Donna Stehling and Cathy Warwick reported on the March WALHDAB meeting held on March 7, 2018. There was an Opioid presentation given by Sara Jesse and Sharon Boesl.
9. **Agenda Items for next meeting:**
- A. Barb Walsh – Immunization Presentation
  - B. 2018 County Health Rankings

**10. Next Meeting Date: April 10, 2018**

**11. Call for Adjournment** – Motion to adjourn the meeting by Scott VonAsten; second by Andrea Lombard. Motion carried.

The time was 6:46 p.m.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "John Miller". The signature is written in a cursive style with a large initial "J" and "M".

John Miller  
Secretary