



Health Department

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Public Health
Prevent. Promote. Protect.

Board of Health Meeting Minutes

Tuesday, June 12, 2018

Board Room Gallery, West Square Building

REGULAR MEETING

Members Present: Donna Stehling, John Miller, Ken Carlson, Scott VonAsten, Glen Johnson
Members Absent: Diane Reinfeldt (via phone), Dr. Amy DeLong
Others Present: Tara Hayes, Amy Merwin, Justin Huelsemann, Christina Beach-Baumgartner
Public: Bill Stehling

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 Glen Johnson, second by Scott VonAsten, to approve the Board of Health Agenda for June 12, 2018. Motion carried.
3. Motion by Glen Johnson, second by John Miller to approve the minutes for May 08, 2018 meeting. Motion carried.
4. **Communications:** "Opiate addiction program expands" Baraboo News Republic 05/25/18; emailed SCW Tobacco-Free Coalition News "Summer 2018."
5. **Public Comment:** None
6. **Business Items for Discussion and/or Action:**
 - A. Presentation and discussion of the revised Animal Control Ordinance Chapter 27, by Justin Huelsemann. Tabled to July 10, 2018 Board meeting for action.
 - B. Christina Beach-Baumgartner, Southern Region Director from the State of Wisconsin Department of Health Services gave an orientation PowerPoint presentation to all Board members including the duties and responsibilities of the board and health department. New Board of Health members received the following: responsibilities of the Board of Health; the 10 Essential Public Health Services; Health Department Acronyms; department brochures; department organizational chart; the Public Health System; a handout showing the differences of a Level I, Level II and Level III Health Department; a copy of the most recent adopted budget for the department; department Annual Report 2017; Strategic Plan 2016-2019; the most current Community Health Needs Assessment 2015; and a list of Health Department resources.
 - C. Initial discussion of budget was discussed for the 2019 Budget. A Mission, Vision, and Goals packet was given to the Board of Health attendees for review and consideration at the July Board of Health meeting. An additional topic of discussion, suggested by Supervisor Scott VonAsten, was opening up

conversation to consider the restoration of the Sauk County Home Care program. A request was made, from the Board, to investigate start-up costs associated with restarting the Home Care program.

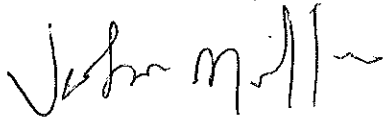
- D. A written report on the Nurse Family Partnership program was provided to all Board of health members via Granicus.
- E. Tara Hayes gave an update for the accreditation process. We will be submitting Section 1 of the Accreditation Annual Report on June 29, 2018. The Public Health Accreditation Board will review the report and ask for more information if needed. Once the board approves the first section, we will then have 30 days to complete section II of the Accreditation Annual Report.
- F. Report of the Community Health Improvement Plan:
 - a. Tara Hayes reported on the PDO Grant. Handed out revised flyers for future training dates. She also encouraged any board member who hadn't attended a training to sign up for one.
 - b. Tara Hayes reported on the Sauk County Partnership for Prevention and Recovery coalition. They continue on working on their four short term actions for the coalition. Hayes encouraged the Board members to attend this meeting.
 - c. Tara Hayes reported on the Overdose Fatality Review Team. Their second meeting was held on May 23, 2018 and they reviewed two deaths. They will continue this every other month.
 - d. Ken Carlson reported that the Healthy Communities application was submitted on time. He should know what designation Sauk County will be awarded sometime in August. Tara Hayes reported that the Health Department's Quality Improvement Coordinator, Staci Dankert, assisted in this application and process.

7. Department Updates

- A. Tara Hayes reported on the upcoming Health Officer Training's she will be attending in July and New County Management webinar trainings that are held bi-weekly for 6 weeks. Hayes also reported on a recent staff satisfaction survey completed and will provide an additional survey in 6 months or 1 year to see how the staff are feeling/handling the change and also to identify areas for improvement in the department.
 - B. Amy Merwin gave the monthly financial reports for May 2018.
 - C. Amy Merwin reported on the May 2018 invoices. Motion by Scott VonAsten John Miller to approve the May 2018 invoices, in the amount of \$36,234.80, Second by Glen Johnson. Motion carried.
8. Donna Stehling reported that there was not a WALHDAB meeting held in June due to the Annual Conference in Green Bay. Tara Hayes reported that she and Cathy Warwick attended the Annual WALHDAB Conference and learned a lot of good information.
9. **Agenda Items for next meeting:**
- A. The purchase of two (2) new vehicles for the Health Department
 - B. Home Care
 - C. 2019 Budget review
 - D. Discussion and possible approval of Animal Control Ordinance of Chapter 27
10. **Next Meeting Date: July 10, 2018**

- 11. Call for Adjournment** – Motion to adjourn the meeting by John Miller; second by Scott VonAsten, Motion carried.
The time was 8:12 p.m.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "John Miller", with a stylized flourish at the end.

John Miller
Secretary