



Health Department

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Public Health
Prevent. Promote. Protect.

Board of Health Meeting Minutes

Tuesday, October 02, 2018

Board Room Gallery, West Square Building

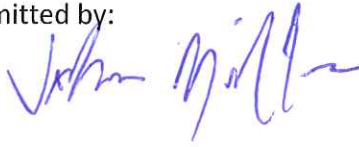
SPECIAL MEETING

Members Present: Donna Stehling, John Miller, Diane Reinfeldt, Scott VonAsten, Glen Johnson, Ken Carlson
Members Absent: Kiana Beaudin
Others Present: Tara Hayes, Cathy Warwick, Amy Merwin, Staci Dankert
Public: None

1. The meeting was called to order at 3:36 p.m. by Donna Stehling. Certification of the open meeting law was noted.
2. Motion by Glen Johnson, second by John Miller, to approve the Board of Health Agenda for October 02, 2018, 2018. Motion carried.
3. **Communications:** None
4. **Public Comment:** None
5. **Business Items for Discussion and/or Action:**
 - A. Reviewed and discussed the change to the Public Health Budget. Tara Hayes reported that after she and Cathy Warwick, Deputy Director had reviewed the budget and identified the need for a full time (1.0 FTE) Program Specialist position. This position would provide administrative support to the professional staff due to the rapid growth in programming compliance requirements and maximize professional staff output within the department. Currently, the Health Department professional staff are completing their own support and clerical duties. They suggested to rescind the Part time (.77 FTE) Dental Hygienist position and replace it with a full time (1.0 FTE) Program Specialist position. After much discussion the Board suggested to keep the .77 FTE part time Dental Hygienist and modify the Public Health Budget to include the full time 1.0 FTE Program Specialist position. They saw the need and value in both positions and recommended that both be put forward to the Personnel and Finance Committee.
A motion, by Scott VonAsten, second by Glen Johnson, to modify the Public Health Budget request to include the full time 1.0 FTE Program Specialist and keeping the part time .77 Dental Hygienist position in the budget. The total approved revised 2019 budget for Public Health, Environmental Health and Women's Infants and Children (WIC) in the amount of \$3,301,121. Motion carried unanimously.
6. **Agenda Items for next meeting:**
 - A. Animal Control Ordinance Chapter 27
7. **Next Meeting Date: October 09, 2018**

8. **Call for Adjournment** – Motion to adjourn the meeting by Scott VonAsten; second by Ken Carlson, Motion carried.
The time was 4:12 p.m.

Respectfully submitted by:



John Miller
Secretary