



## Health Department

505 Broadway Street, Suite 372  
Baraboo, WI 53913

Telephone: (608) 355- 3290 Fax: (608)355-4329



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

### Board of Health Meeting Minutes

Tuesday, July 9, 2019

Board Room Gallery, West Square Building

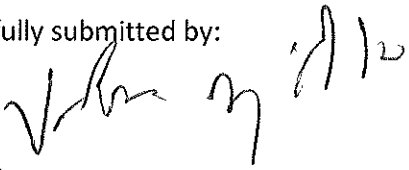
#### REGULAR MEETING

**Members Present:** Donna Stehling, Kiana Beaudin, Diane Reinfeldt, Scott VonAsten, Glen Johnson, John Miller, Ken Carlson  
**Members Absent:** None  
**Others Present:** Cathy Warwick, Amy Elizabeth Merwin, Regina Baldwin  
**Public:** Bill Stehling

1. The meeting was called to order at 5:33 p.m. by Donna Stehling. Certification of the open meeting law was noted.
2. Motion by John Miller, second by Scott Von Asten, to approve the Board of Health Agenda for July 9, 2019 agenda. Motion carried.
3. Motion by Glen Johnson, second by Kiana Beaudin to approve the minutes in regular and closed session for June 11, 2019 meeting. Motion carried.
4. **Communications:** emailed; Open House Notice for the Ho-Chunk Nation Judiciary on June 20, 2019 – “Healing to Wellness Court and Family Wellness Court,” and on June 28, 2019 – “2019 County Environmental Health Profile” from DHS.
5. **Public Comment:** None.
6. **Business Items for Discussion and/or Action:**
  - A. Regina Baldwin, Criminal Justice Programs Manager for the Criminal Justice Coordinating Council (CJCC) provided a presentation on the CJCC division. Discussion of the goals and expectations of the Board of Health’s role in this newly transitioned department was discussed.
  - B. Discussed and reviewed 2020 Budget; specifically the new position requests for the full time Sanitarian in Environmental Health and Re-entry Planner in CJCC and position reclassifications for the Deputy Director and CJCC Programs Manager positions and request out of class pay for the CJCC Programs Manager in the interim. Motion to approve these four position requests and out of class pay by Scott Von Asten, second by Glen Johnson. Motion carried.
  - C. Discussed the 2019 Mid Term Assessment results from the County Board Mid Term Assessment meeting.
  - D. Cathy Warwick gave the monthly report for the department that was provided in the written report on Granicus. Advised if there were any questions to bring them back to next month’s Board of Health meeting on August 13, 2019.
7. **Department Updates**
  - A. Amy Merwin gave the monthly financial reports for June 2019.
  - B. Amy Merwin reported on the June 2019 invoices. Motion by Glen Johnson, second by Scott Von Asten, to approve the June 2019 invoices in the amount of \$41,758.74. Motion carried.

8. John Miller reported on the Wisconsin Association of Local Health Departments and Boards (WALHDAB) meeting. He is a state WALHDAB representative and will be attending meetings via phone and will also need to attend occasional meetings in Stevens Point.
9. **Agenda Items for next meeting:**
  - A. New Director
  - B. Budget for 2020 Presentation
  - C. New Position request for CJCC full time Administrative Specialist position
10. **Next Meeting Date: August 13, 2019**
11. **Call for Adjournment** – Motion to adjourn the meeting by Scott Von; second by Glen Johnson. Motion carried.  
The time was 7:17 p.m.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'John Miller', is written over the printed name.

John Miller  
Secretary