



Health Department

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Public Health
Prevent. Promote. Protect.

Board of Health Meeting Minutes
Tuesday, August 13, 2019
Board Room Gallery, West Square Building
REGULAR MEETING

Members Present: Donna Stehling, Kiana Beaudin, Scott VonAsten, Glen Johnson, John Miller, Ken Carlson
Members Absent: Diane Reinfeldt
Others Present: Cathy Warwick, Amy Elizabeth Merwin, Regina Baldwin, Staci Dankert
Public: Ann Fela, Christine Nowak, 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 John Miller, to approve the Board of Health Agenda for August 13, 2019 agenda. Motion carried.
3. Motion by John Miller, second by Glen Johnson to approve the minutes in regular and closed session for July 9, 2019 meeting. Motion carried.
4. **Communications:** "Program Prevents OD Deaths" 7/31/19 Baraboo News Republic, and "Staying Relevant – Incarcerated parents learn to remain part of families on the outside" 8/3/19 Baraboo News Republic.
5. **Public Comment:** Ann Fela, owner of the Lake Aire motel in Lake Delton. Ann voiced her displeasure with re-inspection fee rates for the Department of Agriculture Trade and Consumer Protection (DATCP) Lodging attractions.
6. **Business Items for Discussion and/or Action:**
 - A. Timothy Lawther, new Director of the Health Department was formally introduced to the Board of Health. Tim's official start date in the Health Department was Thursday, August 1, 2019.
 - B. Staci Dankert reported on the Accreditation Annual Report Year 2. PHAB recently revamped the annual report templates, so health departments report on different aspects of accreditation each year. In Year 3, the health department will be focusing on writing narratives and working on a branding strategy.
 - C. Regina Baldwin, Criminal Justice Programs Manager for the Criminal Justice Coordinating Council (CJCC) provided an update on the CJCC programs. Discussion of the need for full time Re-Entry Coordinator and full time Administrative Support positions was discussed. The need for tracking participant information at the time of booking in the jail. A discussion by the Board of Health identified the need for a list of data points to be included in the new jail software.
Motion by Scott Von Asten, second by Donna Stehling. A directive from the Board of Health ensuring that the Criminal Justice Coordinating Council (CJCC) provide a list of data points specific to the needs of the CJCC, that will be included in the new jail software for the purpose of data analysis and programmatic support. Motion carried.

John Miller was appointed the designated Board of Health member to be a voting member and attend all CJCC committee meetings. Alternate member will Glen Johnson.

- D. Tim Lawther, Cathy Warwick and Amy Merwin presented the 2020 Budget for the Health Department which includes; Public Health, CJCC, Environmental Health and Women Infants and Children (WIC). Discussion of the 2020 budget. Motion to approve the 2020 Budget for Public Health in the amount of \$2,363,620, CJCC in the amount of \$676,749, Environmental Health in the amount of \$740,349 and Women Infants and Children (WIC) in the amount of \$386,342 for a grand total of \$4,137,060 by Glen Johnson, second by Scott VonAsten. Motion carried unanimously.
- E. Tim Lawther gave the monthly report for the department that was provided in the written report on Granicus. Tim requested input from the Board of Health as to how they would like reports to be given and if there was any additional information they would like from him in his monthly reports.

7. Department Updates

- A. Amy Merwin gave the monthly financial reports for July 2019 and included the CJCC reports as an example of what they will be seeing in future reports.
- B. Amy Merwin reported on the July 2019 invoices, Warrant 081619. Motion by Glen Johnson, second by John Miller, to approve the July 2019 invoices in the amount of \$46,182.77. Motion carried.
8. John Miller reported on the Wisconsin Association of Local Health Departments and Boards (WALHDAB) meeting. John reported on the August 7, 2019 WALHDAB meeting, announced the dates of the WAHLDB conference coming up this spring on February 4 and 5, 2020.

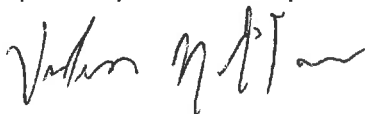
9. Agenda Items for next meeting:

- A. Hepatitis A & B vaccination rates
- B. Budget for 2020 Presentation

10. Next Meeting Date: September 10, 2019

- 11. Call for Adjournment** – Motion to adjourn the meeting by Scott Von; second by Glen Johnson. Motion carried.
- The time was 7:34 p.m.

Respectfully submitted by:



John Miller
Secretary