



# Health Department

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**Public Health**  
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**Board of Health Meeting Minutes**  
**Tuesday, October 8, 2019**  
**Board Room Gallery, West Square Building**  
**REGULAR MEETING**

**Members Present:** Donna Stehling, Diane Reinfeldt, Scott VonAsten, Glen Johnson, John Miller  
**Members Absent:** Kiana Beaudin, Ken Carlson  
**Others Present:** Tim Lawther, Cathy Warwick, Amy Elizabeth Merwin, Regina Baldwin, Alene Kleczek Bolin, Tom Kriegl  
**Public:** Bill Stehling

1. The meeting was called to order at 5:30 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 8, 2019 agenda. Motion carried.
3. Motion by Glen Johnson, second by Diane Reinfeldt to approve the minutes for the September 10, 2019 meeting. Motion carried.
4. **Communications:** handed out at Board of Health: a flyer for Prescriber Opioid Education on October 23, 2019 at Monk's at the Wilderness and a flyer listing the "You Can Save A Life With A Spray on October 15, November 14 and December 5, 2019 emailed: "Sauk County Environmental Health: You need a license for vacation rentals" 9/27/19 Baraboo News Republic.
5. **Public Comment:** None
6. **Business Items for Discussion and/or Action:**
  - A. Motion by Diane Reinfeldt, second by Glen Johnson to go into closed session pursuant to Wisc. Stats. 19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Consider Three (3) month review of Public Health Director. Motion by Glen Johnson, second by Diane Reinfeldt to reconvene in open session.
  - B. Regina Baldwin gave an update on Criminal Justice Coordinating Council Update (CJCC). They will be celebrating their twelfth (12<sup>th</sup>) graduation. Regina and staff recently visited Chippewa County and reviewed their Front End Intervention and Treatment Program (FIT) that is a case management only program. There is no court time in this model. District Attorney Kevin Calwkins, the district attorney who currently presides over Treatment Court gave notice that he will be leaving Sauk County and going to Columbia County. They need to find a replacement district attorney. Governor Evers is responsible for appointing a replacement for this position. Motion by Scott Von Asten, second by Glen Johnson for the Board to send Governor Evers a letter requesting that Governor Evers consider the replacement for District Attorney Calkins position to have a strong support of Criminal Justice

Coordinating Council and Treatment Court to ensure the success of our programs. The letter should come from the Board and signed by Peter Vedro and Tim Lawther. Motion carried.

- C. The Board of Health discussed the Options Lab contract for Criminal Justice Coordinating Council. Motion by Glen Johnson, second by Scott Von Asten to approve the resolution for a contract with Options Lab, Inc. Motion carried.
- D. Tim Lawther reported that we were advised to have a 2020 Budget and Contingency Plan on our October agenda. At this time we do not require a change in the Health Departments 2020 budget as it was presented to the Board in September, so no contingency plan is needed at this time.
- E. Amy Merwin presented a revision to Immunization fees for the Health Department. Fees had not seen an increase since 2015 and costs had increased significantly. Motion by Scott Von Asten, second by Diane Reinfeldt to approve the new immunization fees as presented effective 10/09/2019. Motion carried.
- F. Tim Lawther gave the monthly report for the department that was provided in the written report on Granicus and also included: The Health Department is in the process of creating a new strategic plan that will allow us to focus on priorities based on the Community Health Improvement Plan (CHIP) and data. The following positions were approved by the Personnel and Finance Committees; CJCC – Re-Entry Coordinator, Education Navigator, full time Administrative Specialist and the reclassification of the CJCC Manager. Environmental Health’s Sanitarian position. Public Health’s Health Educator and Community Health Strategist positions. Finance Committee 2020 budget report; the Health department as a whole has not received any reductions and specifically CJCC received an additional \$10,000 to support. We had an all staff retreat on September 25, 2019 where we celebrated our team and our successes. We were trained in Adverse Child Experiences (ACE’s) and shared Tim’s initial vision and changes and initiated the discussion of equity, policy, systems and environmental change. Announced that Staci Dankert has transitioned to the ADRC department.  
Tim also reported that one of his top priorities is to enhance our immunization program and increase rates, especially kids 0-24 months (68% v 80%), adolescents (80%), influenza (~30% v 70%), Hepatitis A, measles. We have to look at every opportunity to increase immunizations and ensure no opportunity is missed. He also reported on Nurse Family Partnership, Environmental Health, Women Infants and Children (WIC) and Criminal Justice Coordinating Council (CJCC).

## **7. Department Updates**

- A. Amy Merwin gave the monthly financial reports for September 2019.
  - B. Amy Merwin reported on the September 2019 invoices, Warrant 101119. Motion by Glen Johnson, second by Scott Von Asten, to approve the September 2019 invoices in the amount of \$23,683.09. Motion carried.
8. John Miller reported on the Wisconsin Association of Local Health Departments and Boards (WALHDAB) meeting. John reported that they discussed emergency preparedness. They noted that the reference material currently being used is too bulky and not user friendly. They are looking into revising the material to make more useful, especially in emergency situations. John also reported that they discussed the effects on expanding Medical Assistance. They will also be revising the 140 Review guidance documents that determine the type/level of health department.

**9. Agenda Items for next meeting:**

**A.** Herd Immunity Resolution

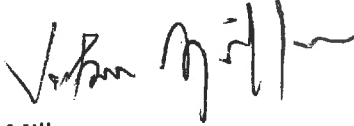
**B.** Review of Roberts Rules of Order, specifically How to handle Public Comment.

**10. Next Meeting Date: November 19, 2019**

**11. Call for Adjournment** – Motion to adjourn the meeting by Scott Von; second by John Miller Motion carried.

The time was 7:09 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