



# Health Department

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

## Board of Health Meeting Minutes

Tuesday, January 14, 2020

Board Room Gallery, West Square Building

### REGULAR MEETING

**Members Present:** Donna Stehling, John Miller, Ken Carlson, Scott Von Asten, Glen Johnson, Diane Reinfeldt

**Members Absent:** Kiana Beaudin

**Others Present:** Tim Lawther, Cathy Warwick, Amy Elizabeth Merwin, Shayna Dye, Patricia Rego, 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 Diane Reinfeldt, second by Glen Johnson, to approve the Board of Health Agenda for January 14, 2020. Motion carried.
3. Motion by Diane Reinfeldt, second by Glen Johnson to approve the minutes for the December 10, 2019 Board of Health meeting. Motion carried.
4. **Communications:**
  - A. Emailed: 12/18/19 – Email from Tim Lawther, Sauk County Director and Health Officer regarding the outcome of Immunization resolution, 12/19/19 – “Sauk County discusses program to bring fresh, local produce to schools” Baraboo News Republic, 12/19/19 – Thank you notes from the Loganville Elementary School 3<sup>rd</sup> grade regarding the Seal-A-Smile program, 01/10/2020 – Press Release regarding “Possible Tuberculosis Exposure in Sauk County” from Tim Lawther, Sauk County Director and Health Officer
  - B. Handed out: 01/14/2020 – “Sauk County Health Department: We have a mobile library, where’s yours?” Baraboo News Republic, 1/14/2020 – “Dane County Health Officials Want Tighter Vaccine Controls” Wisconsin Public Radio article, 1/14/2020 – Flyer for the Legislative Breakfast – “Local Behavioral Health Initiatives” being held on Monday, February 14, 2020 at the Phoenix Center in Richland Center, WI.
5. **Public Comment:** None
6. **Business Items for Discussion and /or Action:**
  - A. Shayna Dye, Environmental Health Manager proposed a cumulative late fee plan for the DATCP inspection program that is responsible for licensing and inspecting establishments (i.e.; Restaurants, Lodging, Campgrounds, Recreational Education Camps, Swimming pools, Water attractions, and Retail Food Establishments in Sauk County.) There are a number of establishments who chronically pay their annual license fees late. Shayna is asking Board to consider increasing those late fees by more every subsequent late payment to cover staff time and supplies. The Board of Health recommended that that have some time

to review the proposed late fee plan and bring it back to February's Board of Health meeting for final review.

- B. Tim Lawther gave a report on the Justice, Diversion and Support program that included the review of the name change, formally Criminal Justice Coordinating Council "CJCC." Cathy Warwick, Deputy Director of the Health Department has been appointed to carry out the manager duties while Regina is out. She and other members of the Health team have been delving into the programs and the financing. They have already corrected some issues and will be meeting with the grantor to clarify some questions that have been identified.
- C. Discussion of the Resolution Authorizing Strategic Prevention Framework (SPF) RX contract with Northeastern Wisconsin Area Health Education Center Inc. This is a grant the Health Department has received in the last two years and has been extended. Motion by Glen Johnson, to approve the Resolution Authorizing Strategic Prevention Framework (SPF) RX contract with Northeastern Wisconsin Area Health Education Center Inc., second by Scott Von Asten. Motion carried.
- D. Discussion of the Resolution Authorizing State Opioid Response (SOR) contract with Northeastern Wisconsin Area Health Education Center Inc. Motion by Glen Johnson, to approve the Resolution Authorizing State Opioid Response (SOR) contract with Northeastern Wisconsin Area Health Education Center Inc., second by Scott Von Asten. Motion carried.
- E. Director's Monthly Report:
  - i. The Health Department Monthly Report and Budget for January 14, 2020 was provided on Granicus for the Board of Health. Tim highlighted the following:
    - 1. Tim gave an update on the Sauk County Ground Water Quality testing. Last year the Health Department Partnered with UW Extension Office and the Sauk County Land Resources and Environment department to monitor and track Sauk County Ground Water Quality. There are 840 private wells who were invited to participate in this study and more than 225 constituents have already enrolled in the study.
    - 2. Trend data is showing an increase in Opioid overdoses in Sauk County. We are planning to create an Opioid Rapid Response Team during this calendar year.
    - 3. Tim reported that there was a potential Tuberculosis (TB) exposure in the Baraboo and Sauk School District and we are testing select children and staff out of an abundance of caution. Current nursing staff are testing all identified, potentially exposed, persons and will do a follow-up in 8-10 weeks.

4. There are Lead Safe Housing dollars available at the State level. The department will have a meeting to see how we can leverage these dollars, potentially working with Housing Authority, so children have a safe home. Possibly increase section 8 housing opportunities and train parents to be Lead specialists. This could be a nice job training opportunity as well.
5. We have several new staff onboarding and changing roles
  - a. Sara Jesse started new role as Community Health Strategist from Health Educator/Grants Manager
  - b. Siobhan Allen started as the new Quality and Informatics Coordinator
  - c. Lindsay Patterson starts 02/03/2020 – new Health Educator
  - d. Sasha Ripley starts 01/27/2020 – JDS Education Navigator
  - e. Tami Meyer starts 02/03/2020 – JDS Administrative Specialist
  - f. Currently interviewing for JDS Re-Entry Coordinator, JDS Pre-Booking Care Coordinator, and Sanitarian.
  - g. We have an intern that will be working on Youth Engagement, starts 01/27/2020 and will be working 440 hours
  - h. Next new position wish list: Epidemiologist, Operations Lead, Administrative Support and more Health Educators
6. Currently working on Strategic Planning and will engage the community, staff and Board of Health.
7. We also received NACo Peer Learning Network grant to assist in implementing best practices to reform the justice system for people with behavioral health issues.
8. Influenza is on the rise, there have been over 1,000 cases of pneumonia, 15 cases of influenza related deaths and 1 infant death in Wisconsin thus far.
9. Vaping – Redeveloping and consolidating smoking and vaping policies across the County and municipalities. In Wisconsin there were 103 vaping injuries for people ages 13-70. Still no authorizing state law allowing enforcement of new federal law, so compliance checks are in limbo for the timebeing.
10. Seal-A-Smile is still doing a fantastic job and are on trend to exceed their goals for the 19-20 School year.
11. Nurse Family Partnership has a current caseload of 88.
12. There were 11 (eleven) new Rabies cases last month.

13. Upcoming concerns regarding the Village of Lake Delton. They are proposing to remove fluoride from their water system. Tim will attend the Board meeting and provide public health information about the benefits of fluoride.
14. Maternal Child Health (MCH) expansion. Tim has developed an internal team to evaluate options to expand services from current 0-2 year olds in Nurse Family Partnership to 0-5 years old, using evidence based interventions.
15. Environmental Health – current policy issue is the State of Wisconsin allows schools to pull out of Department of Public Instruction, which also means that their food service operation is no longer required to be inspected. This puts our children at a greater risk of foodborne illness. The state has said it will not allow it local ordinance to amend that rule, so Tim will be working with State on other solutions and local schools to offer inspection regardless of DPI participation.
16. We will within next few months put forward a Request for Proposals for an additional van for the Seal-A-Smile program, with Ho-Chunk funds.
17. Shared Coalition dates for Sauk CAN, Hope Sauk Prairie, Reproductive Health Coalition, NFP CAB, Overdose Death Review, Safe Kids, Partnership for Prevention
18. Reminded Board of Health members of the regional Legislative Breakfast on 02/17/2020 in Richland on Behavioral Health and Tobacco policy.
19. Tim showed a PowerPoint for “Public Health 3.0” and explained the definition and objectives of Public Health 3.0.

**7. Department Updates**

- A. Amy Merwin gave the monthly financial reports for December 2019
- B. Amy Merwin reported on the December 2019 invoices, Warrant 121319BB and Warrant 011720. Motion by John Miller, second by Scott Von Asten, to approve the December 2019 invoices in the amount of \$46,517.26. Motion carried
8. Tim reported that on February 5-6, 2020, there is an Operations Conference given by Wisconsin Public Health Association (WPHA)/Wisconsin Association of Local Health Departments and Boards (WALHDAB). John Miller reported that there is a Racial Disparity Conference coming up that they mentioned at the WALHDAB meeting. He also mentions that the State is revising the 140 review process for Local Health Departments.
9. **Agenda Items for next meeting:**
  - A. Discussion and possible approval of increasing late fees for Department of Agriculture Trade and Consumer Protection (DATCP) – Shayna Dye

B. NFP program presentation – Michelle Bauer

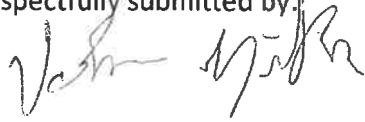
C. Health Department Director 6 month evaluation

10. **Next Meeting Date:** February 11, 2020

11. **Call for adjournment:** Motion to adjourn the meeting by Scott Von Asten, second by Glen Johnson. Motion carried.

The time was 7:33 p.m.

Respectfully submitted by:

A handwritten signature in dark ink, appearing to read "John Miller", written over a horizontal line.

John Miller  
Secretary