

MINUTES OF BOARD OF HEALTH MEETING
February 6, 2013

Meeting was called to order by Chair Kraft at 6:00 p.m.

Board of Health Members Present: Chair Kraft, Supervisor Peer, Supervisor Bostwick, Supervisor Rundle, Dr. Peterson, Dr. Best, and Ms. Wade.

Board of Health Members Absent: Dr. Winter and Mr. Rooney.

Staff Members Present: Karen Cain – Health Officer; Timothy Banwell – Environmental Health Director; Janet Zoellner – Public Health Nursing Director; Sancee Siebold – Nursing Supervisor South Office; Deborah Erickson – Nursing Supervisor North Office; and Geri Waugh – Account Clerk.

Others Present: Ashley Johnson, Edgewood College student nurse.

Adopt Agenda

Supervisor Bostwick made a motion to adopt the agenda. Ms. Wade seconded the motion. MOTION APPROVED.

Approval of Minutes 1/2/13

Supervisor Rundle made a motion to approve the minutes of the 1/2/13 Board of Health meeting. Supervisor Peer seconded the motion. MOTION APPROVED.

Citizen Participation

None at this time.

Unfinished Business

None at this time.

New Business

Administrative Division

Approval of Bills/Transfer of Funds

Supervisor Peer made a motion to approve the bills for the 2012 Budget as follows: bills for Consortium Funds in the amount of \$762.12; bills for the Community Transformation Grant in the amount of \$419.00; bills for the Prescription Drug Collection Grant in the amount of \$2,242.89; and bills for the month of January, 2013 in the amount of \$14,494.79.

Bills for the 2013 Budget as follows: bills for the STI Prevention Grant in the amount of \$14.97; bills for the Community Transformation Grant in the amount of \$15,089.00; and bills for the month of January, 2013 in the amount of \$768.00.

Supervisor Rundle seconded the motion. MOTION APPROVED.

Transfer of Funds: 2013 Budget: Transfer \$750 from #62132 Credit/Debit Card Fees to #64604 Program Expenses

Ms. Cain stated the health department has a contract with Transact RX to bill Medicare for vaccine services performed by the health department. The health department is transferring the \$750 originally budgeted for credit/debit card fees (this is no longer needed) to #64604 Program Expenses to cover the costs for Transact RX's portion of the Medicare billings. Supervisor Bostwick made a motion to approve the transfer of funds. Dr. Best seconded the motion. MOTION APPROVED.

Health Department Report

Ms. Cain stated the current Board of Health terms for: Dr. Peterson, Dr. Best, Dr. Winter, Ms. Wade, and Mr. Rooney will end as of April, 2013. She asked them to let her know by the March Board of Health meeting whether or not they intend to renew their terms.

Department personnel news: Ms. Cain stated Laura Conklin, the coordinator for the department's Community Transformation Grant, has resigned.

Ms. Cain stated she is providing the following information to the Board members, at Dr. Peterson's request:

2012-2013 Influenza Immunization Status of Health Department Staff

<u>Division</u>	<u>Total</u>	<u>Yes</u>	<u>No</u>	<u>%</u>
Nursing	19	16	3	84%
EH	9	7	2	71%
Health Educators	2	2	0	100%
Clerical	6	3	3	50%
Administration	1	1	0	100%

Ms. Cain distributed a handout to the Board members on possible additions to Rock County Health Department programming. The five programming categories are: Mental Health; Dental Services; Preventative Health Screening; Harmful Lifestyle Choices; and Environmental Health Issues (inadequate housing, lead houses, food safety). She listed the current health department programs under each category. She asked the Board members to review the handout before the March Board of Health meeting, and to give her feedback on any other programs we could consider having in the department.

Bedrock Grinding: this is a facility near Blackhawk Technical College that grinds wooden pallets and other wooden items into mulch. There was a fire at the facility in December 2012, and health department staff was invited to a debriefing held after the fire. There is concern if another fire occurs at this facility because of its close proximity to Blackhawk Technical College and Rockvale Mobile Home Park; persons attending the technical college or living at the mobile home park may have health issues that could be aggravated by a fire. It is estimated there are approximately 30,000 tons of material currently at the facility that could burn.

Redistribution of Restaurant Food: Ms. Cain stated the administrator of Edgerton Hospital recently contacted her concerning a large amount of leftover restaurant food from a recent retirement party they held at a Janesville restaurant. He wanted to know if this leftover food could be redistributed rather than being thrown away. Mr.

Banwell contacted the State of Wisconsin Department of Health Services concerning redistribution of restaurant food, and he provided this information:

Restaurant Meal Donations by Licensed Restaurants

Pros

- Previously wasted food would have another use
- Indigent would have access to another source of food
- Improved diet for persons on low incomes
- Restaurant could have write-off on food previously wasted
- State Statute ss895.51 provides civil liability exemption for donation to charitable organization
- Charitable organizations could add additional types of food items to their donation list

Cons

- Restaurant food served at buffets or family style cannot be donated (Wisconsin Food Code 3-306.14)
- May require a charitable organization such as ECHO or Salvation Army to receive and distribute food
- Restaurant donating food may want a waiver signed by person receiving food to limit civil liability
- Food donated must be 'Qualified Food' per ss891.51; meets food safety standards
- Charitable organization may need appropriate food storage equipment: commercial refrigeration, ovens, stoves, etc.
- Restaurant may want to provide guidelines for safe handling of donated food; food could be mishandled upon leaving restaurant

Discussion followed. It was decided by the Board members that the Rock County Health Department could provide information on safe handling of any redistributed restaurant food, but the health department would not participate in any food redistribution program.

Collaboration with Planning Department: Rock County Planning Department has applied for a large HUD Grant to rehabilitate homes that have lead paint. If the grant is awarded, the health department would collaborate with the Planning Department on Healthy Homes assessments. Funds from the grant would be available to purchase home safety items such as outlet covers, safety gates, smoke alarms, etc.

Proposed Changes to Drug Collection Program

Mr. Banwell gave a report on the proposed Drug Enforcement Agency (DEA) rule changes for the drug collection program:

Summary of Requirements Relating to Rock County Rx Collection

- Law Enforcement (LE) will have total responsibility and authority for local collection and storage of collected drugs.
- LE will store all collected drugs in a secure facility.
- Pharmacists cannot have access to collected drugs.
- Controlled and Non-Controlled drugs must be stored in same container; controlled drugs cannot be separated.
- Collected drugs must remain in packaging as received.

- Drop boxes can be located at LE offices, pharmacies, and nursing homes/assisted living centers with DEA approval.

Impact of Proposed Changes

- LE time will be increased significantly.
- Pharmacists cannot have access to drugs.
- Volume of collected drugs will be 3-4 times larger due to packaging material; currently have 30 large containers for disposal and will need 100+ containers for Rx storage.
- LE will need to take possession and storage of all 100+ containers.
- Because all drugs, controlled and non-controlled, are co-mingled in storage, the drugs will be treated as controlled drugs under LE supervision.
- Disposal costs will increase if the entire volume of collected drugs is considered controlled.
- Two LE staff are required to service each drop box, drug collection event, and drug transport.
- HealthNet will not have access to unexpired non-controlled drugs.
- LE evidence rooms will not be large enough for increased volumes of collected drugs.
- We have educated persons for seven years to keep drugs in the original containers, now we will need to re-educate them to place drugs in one container.
- Coordination responsibilities will shift from the health department to LE.

Additional Information

- The proposed rule changes did not consider the handling of sharps, mercury thermometers, and other non-related materials inadvertently collected in local Rx events.
- Nursing homes and assisted living centers are considered businesses by the EPA, and their Rx waste may be considered hazardous waste. DEA considers these drugs to be personal items and suitable for Rx collection.

Resolution – Awarding Contract for Electronic Payment Services for Rock County Health Department

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors in session this 14th day of February, 2013 that a contract be awarded to Government Payment Service, Inc., of Indianapolis, Indiana, for credit card payment services for the Rock County Health Department.

Ms. Cain stated this contract will enable the health department to accept credit card payments for services we offer such as immunizations, water tests, radon kits, etc. There isn't a cost to Rock County for the service; the service fee is passed on to the customer.

Ms. Wade made a motion to approve the resolution. Supervisor Rundle seconded the motion. MOTION APPROVED.

Public Health Nursing

Outbreak Management in Long Term Care and the Health Department's Role

Ms. Zoellner did a powerpoint presentation for the Board members:

What Kinds of Outbreaks Occur?

- Gastrointestinal
 - a. Norovirus
 - b. Foodborne illness
- Respiratory
 - a. Seasonal influenza
 - b. Influenza Like Illness (ILI)
- Others

What is the Law?

Wisconsin State Statute 252, 1.2 Reporting Outbreaks:

Any suspected or confirmed outbreak of any communicable disease within a Long Term Care Facility (LTCF) is required by State Statute 252 to be reported immediately by telephone to the local health department.

How Does LTC Monitor?

- They know the residents' "normal"
- They monitor staff illness and causes
- They look at what is happening in the community at large

What is Considered an Outbreak?

- May be defined based on 'usual' occurrence
- May be defined by where the person lives in the facility
- May be specific to a season
- May be a 'number' of symptomatic residents

What Drives Reporting

- Standards of care
- News
- Family requests
- Liability
- State Auditors

Comparison of Outbreaks

- 2011: 4 confirmed, 3 probable, 2 ruled out. All Norovirus/GI related outbreaks
- 2012: 3 confirmed, 3 ruled out. All Norovirus/GI related outbreaks
- 2013: 10 confirmed or probable since January. All but one influenza related

Influenza Outbreak Management

- Outbreak is reported to Rock County Health Department
- Outbreak form goes to the State
- Education, consultation, daily line lists
- Partner in decision-making
- Communication if needed with hospitals and paramedics
- Decide when the outbreak is over

Control Measures

- Vaccination
- Laboratory Testing (sometimes at State expense)
- Antiviral drugs
- Isolation
- Room assignment revisions
- Restriction of visitors
- Restriction of new admissions
- Staff exclusion

Other Community Outbreaks

- Schools
- Day Cares
- Camps
- Group Homes
- Other licensed agencies

Future Steps

- Packet of materials to meet State guidelines for employee illness
- Outreach in anticipation of flu season
- More education on the value of immunization

Environmental Health

Lead Education Visits for Rental Owners

Mr. Banwell distributed information on a proposed program for Property Testing for Lead for Rental Properties, and asked the Board members to review the information for discussion and approval at the March 6th Board of Health meeting:

Background

Rock County received HUD Lead Hazard Control grant funds to conduct a Lead Hazard Control grant program. This program implemented lead hazard control projects in qualifying housing units and provided loans for housing rehabilitation.

As part of this grant, funds were received to purchase an XRF instrument. An XRF instrument is a portable x-ray device that is used to detect lead in materials. The instrument includes the measuring device, the recording device for recording the results and making them available for reports, and the computer software required to interpret and report the results. The XRF instrument contains a regulated atomic power source.

Approximately 10,000 rental properties in Rock County built before 1970 have a potential for lead paint hazards. In 2010, the State of Wisconsin initiated additional lead paint remediation requirements for owners of rental property. There is a need to have a local resource for property owners to increase awareness of lead paint hazards and to facilitate safe remediation of proper lead paint hazards in rental property.

To promote and support the Rock County Lead Hazard Control Program, the Rock County Health Department proposes the creation of a program in which trained Health Department employees will identify lead hazards for rental property owners and provide information on proper lead paint hazard remediation techniques.

Procedures

- a. Receive a request from the rental property owner.
- b. Trained Health Department personnel will conduct an examination of up to 10 painted surfaces at the property. This visit will take up to 60 minutes onsite. The procedure will use the XRF instrument to test materials for lead paint. This instrument can identify surface layers with lead paint.
- c. The property owner will be educated on the requirements of the new lead paint laws and proper lead hazard remediation techniques.
- d. There will be a one-page report left with the landlord on surfaces examined and copies of lead paint requirements, along with a program brochure.

The service will not be a lead hazard risk assessment, but a very brief and general review of potential lead paint hazards in a dwelling unit. The fee to the property owner will be \$75 for each one-hour visit. The inspection will be conducted by Health Department employees who are certified lead risk assessors and certified in the use of the XRF instrument. This is an opportunity to educate landlords on lead risks and how to safely eliminate the risks to childhood lead poisoning.

If a property owner wants a complete lead risk assessment of their property, they will need to contract with a private contractor.

XRF Management: For this program, the XRF instrument will be used and in the possession of trained and certified Health Department staff.

Storage: The XRF instrument will be stored at the office of the Rock County Planning & Development Agency. The Rock County Planning & Development Agency is the administrator of the HUD Lead Hazard Control Program.

Control System: The trained and certified Health Department personnel will follow the set procedures for obtaining, operating, and storing the XRF instrument. Once assigned to Rock County Health Department staff, the XRF instrument will always be in the possession of the Health Department personnel.

Maintenance System: Maintenance of the XRF instrument will be the responsibility of Rock County Planning & Development Agency, conducted as required by the XRF use agreement.

Use of the instrument must be in compliance with 24 CFR 84.34 or 85.32, as applicable.

Communications and Announcements

Supervisor Peer thanked the Board of Health members for their sympathy card they sent to him for the death of his sister-in-law.

Chair Kraft stated she was recently contacted by the Friends of Noah concerning the possibility of conducting a rabies vaccination clinic in conjunction with Rock County Health Department/Board of Health sometime this upcoming spring. Chair Kraft stated she contacted Ben Coopman, Rock County Public Works Director, to see if an empty bay at the Public Works building could be used for such an event, and he gave approval for it. The Friends of Noah would provide the volunteers to help with the clinic, the rabies vaccine, and a veterinarian technician to administer the vaccine. Dogs and cats would be able to be vaccinated. Information sheets could be given out listing where the pet owner can get their pet licensed. Chair Kraft asked the Board members for their feedback on this. Dr. Peterson stated a rabies vaccination tag would need to be issued, and a reminder card for a rabies booster dose would need to be sent to the pet owner. Discussion followed. The Board of Health members agreed this would be a good public service event. Dr. Peterson stated he will inform the Veterinarian Association of this possibility at their next meeting on February 11th.

Adjournment

Dr. Best made a motion to adjourn the meeting. Ms. Wade seconded the motion. MOTION APPROVED.
Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health