

**MINUTES OF BOARD OF HEALTH MEETING**  
**August 4, 2010**

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

**Board of Health Members Present:** Chair Kraft, Supervisor Bostwick, Supervisor Thompson, Supervisor Peer, Dr. Peterson, Ms. Wade, Mr. Rooney and Dr. Best.

**Board of Health Members Absent:** Dr. Winter.

**Staff Members Present:** Karen Cain – Health Officer; Janet Zoellner – Nursing Director; Tim Banwell – Environmental Health Director; Sancee Siebold – Nursing Supervisor South Office, Deborah Erickson, - Nursing Supervisor North Office, Peter Zakarias – Certified Sanitarian I/EH Technician, and Carol McComb – Administrative Assistant.

**Others Present:** Randy Terronez – Assistant to the County Administrator, Doris Ellison – Edgewood College Clinical Instructor, and Jen Stoa – Edgewood College Nursing Student.

**Adopt Agenda**

Supervisor Bostwick made a motion to adopt the agenda as amended. Supervisor Peer seconded the motion. MOTION APPROVED.

**Approval of Minutes 7/7/10**

Supervisor Peer made a motion to approve the minutes of the 7/7/10 Board of Health meeting. Supervisor Thompson seconded the motion. MOTION APPROVED.

**Citizen Participation**

Ms. Cain introduced Randy Terronez to the Board of Health members. She stated that he is the new Assistant to the County Administrator, replacing Josh Smith. She will be setting up a meeting with him so he can learn about what the Rock County Health Department does.

Ms. Cain introduced Peter Zakarias to the Board of Health members. She stated that he works as a .4 Registered Sanitarian I and as a .4 EH Technician. He works 2 days for each position in the environmental health division.

Ms. Cain introduced Doris Ellison, an Edgewood College Clinic Instructor, and Jen Stoa, an Edgewood College nursing student, to the Board of Health members. The Rock County Health Department partners with Edgewood College to allow nursing students to do their public health clinical experience here at the health department.

**Unfinished Business**

**Letter to Congress in Support of HR1191**

Ms. Cain stated that at the last board of health meeting, she was to draft a letter to Representative Waxman, Chair of Commerce Committee, which discusses the disposal of narcotics. Ms. Cain handed out the draft of the letter and asked that the board members review it. If there were no revisions to be made, it could be sent to

Representative Waxman and all of the representatives listed at the end of the letter. Chair Kraft stated that all board members should sign the final letter. Ms. Cain will bring the final letter to the next Board of Health

## **New Business**

### **Administrative Division**

#### **Approval of Bills/Transfer of Funds**

Mr. Rooney asked what Colisure was. Mr. Banwell stated that it is the brand name of the enzyme that Idexx Laboratories produces that is used to test our bacteria samples in our laboratory. The laboratory has had an influx of bacteria samples being tested recently. The extra expense will be offset by the 2008 Flood Grant dollars from the State Department Health Services.

Supervisor Peer made a motion to approve the bills for the month of July in the amount of \$4,336.62; bills for the Healthy Homes Grant in the amount of \$291.41; bills for the Well Sampling Grant in the amount of \$1,315.64, and bills for the Emergency Response Grant in the amount of \$63.48 and \$1,265.07. Ms. Wade seconded the motion. MOTION APPROVED.

Supervisor Peer made a motion to approve the transfer of \$2,000.00 from Account# 31-3000-0000-62119 Other Contracted Services to Account# 31-3000-0000-64010 Laboratory Supplies. Ms. Wade seconded the motion. MOTION APPROVED.

### **Health Department Report**

2011 Budget: Ms. Cain stated that she and Geri Waugh had finished the budget yesterday. It is due tomorrow August 5, 2010 by 5:00 p.m. She stated that the budget is 3% higher than last year. Computer costs had gone up by 2% and a 12% increase in health insurance. Since the department received the PHER Emergency Response Grant money in 2009 the money had to be spent by July 31, 2010. Medical supplies and numerous other items were able to be purchased with the PHER money. This money would not be available to the department in 2011. The county administrator looks over each department's budget and then meets with each department head individually go over them item by item.

Milton Permanent Rx Prescription Drug Drop-Off: Ms. Cain stated that on August 1, 2010, the City of Milton implemented a permanent prescription drop off site. The location is at 120 Parkview Dr, Milton, WI. She talked with John Conger and he said they had one full drop-off box to date. The drop-off box looks like a mailbox and has video camera surveillance at the site. They will take drop-off from any place in the county. The health department along with Mercy Hospital and Partners in Prevention helped with outreach and startup costs. The health department will still have their Rx Prescription Drug Roundups in Janesville and Beloit on September 11, 2010 and also at both senior fairs, October 5, 2010 and October 29, 2010.

Chair Kraft asked why there was not one being done in Edgerton and if it was too late to set up a drop-off site in Edgerton. Mr. Banwell stated that there was not much collected there in the previous year, but if she would like to gather some information for it there might still be time to set up a site. He stated that most of the other communities did not want to be the first to initiate a permanent site, but Milton was interested in doing one. Mr. Rooney asked for flyers that could be left at pharmacies that pinpoint the sites for all of the drop-offs. Mr. Banwell stated that they have already been placing them in the communities and he would supply him with some as well. Dr. Peterson asked what happened if a controlled substance were put in the drop-off box. Mr. Rooney and Mr. Banwell both stated that it would be separated from the rest and taken to the Janesville Police Department and held in their evidence storage room. The health department received money from the ATC

funds and \$8,000 is to be used for Rx disposal. A resolution would have to be written and go to the Board of Health to accept the money into the budget.

Natures Ridge: Ms. Cain stated that at the last Board of Health meeting there was a discussion about Natures Ridge subdivision located in rural Beloit. There were a group of homes in this subdivision that had come up with unsafe bacteria levels and an e.coli positive water sample. The department still had money from the FEMA grant for testing wells of the 2008 flood. With the help of the WDNR samples were taken of this subdivision and sent to the State Lab of Hygiene. One sample count came back as 1200, the normal count is 1. Further samples were taken and it was found that 3 ground systems were next to a vacant lot that appeared to have a crack in the road which could possibly be the source where septic may be leaking under the road into the water systems. The WDNR went out to study the formation of this area. Fourteen out of seventeen properties have had their water samples taken again today. Supervisor Bostwick asked that an update would be given at the next Board of Health meeting.

### **Public Health Nursing**

#### **Healthy Families First Program**

Ms. Zoellner stated that the department's Maternal Child Health Committee in collaboration with M&I Bank have been meeting to discuss what the barriers might be that prevent the public from accepting the department's maternal child health services. One of the barriers they came up with was that the word "health department" sometimes gives parents the idea that they may be in trouble. The M&I Bank Marketing group has come up with a new name for the program called, Healthy Families First Program. M&I Bank have rallied their employees and banking customers with an Annual Community Day providing them with a list of 20 items that our client families could use. Through the month of September they will be collecting various items such as; safety latches, rattles, maternity items for pregnant women, newborn infant items, etc. The public health nurses would use a punch card and after 3 visits on the punch card, the client would receive a gift item from the items donated to this program.

#### **Incident Command Structure Training in the Agency**

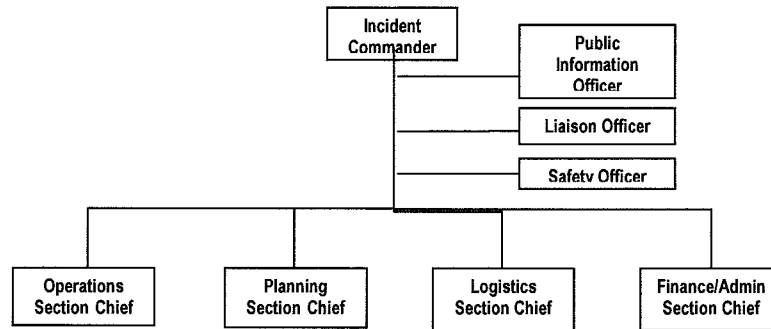
Ms. Erickson sent around an Incident Command Three Deep List handout. She discussed the Incident Command Structure. This command structure is in place to help different agencies communicate effectively with each other. She went over the Public Health Preparedness 2010 Objectives:

1. By December 21, 2010, RCHD will engage in a continuous planning process with local and regional partners to respond to public health emergencies.
2. By December 31, 2010, staff of RCHD will engage in a continuous competency maintenance or improvement process.
3. By December 31, 2010, RCHD will participate in a mass clinic exercise or real event that meets the requirements set by the Center of Disease Control (CDC).
4. By December 31, 2010 RCHD will complete the 14 Performance measures.
5. By December 31, 2010, RCHD will collaborate with community partners to develop an integrated public health response addressing at-risk populations during public health emergencies.

Ten staff members have been identified to fulfill the roles in the ICS. Each position needs to be covered by three individuals. These ten staff are being trained on the ICS 300 and ICS 400. All department staff has been

trained on the ICS 100, 200 and 700. Staff members get a broader sense of the ICS structure through these trainings.

The department receives Preparedness grant dollars of approximately \$94,000 to help obtain the 5 objectives.



## **Environmental Health**

### **Swimming Pools and the Virginia Graeme Baker Act**

Mr. Banwell handed out a PowerPoint presentation on the Virginia Graeme Baker Pool and Spa Safety Act.

The Virginia Graeme Baker Pool and Spa Safety Act is a law named the granddaughter of former Secretary of State James Baker. She died in a tragic incident when the suction from a spa drain entrapped her under the water.

All public pools and spas that have a single drain other than an unblockable drain must replace them to be in compliance by July 1, 2011. The State of Wisconsin required documented progress by July 1, 2010. The definition of unblockable drain in the Act is a "drain sump of any size or shape that a human body cannot sufficiently block to create a suction entrapment issue. The State Department of Commerce decides what all has to be replaced; safety vacuum release system, suction limiting vent system, gravity drainage system, automatic pump shutoff; drain disablement, etc. The cost to comply is approximately \$4,000 - \$6,000 and possibly reaching over \$10,000. It is the responsibility of the Consumer Product Safety Commission for Enforcement.

Some of the entrapment incidents have involved entrapment of body limbs, hair, jewelry and bathing suits. Studies show that 75% of entrapments are children under the age of 15 years. Studies show that 83% of the fatalities of entrapment are children under 15 years of age. Studies have also shown that 57% of the entrapments were female.

Mr. Banwell stated that there are concerns that this Act only covers public pools and spas. It does not cover private pools and spas. Half of the deaths from these vents happened in private pools and spas.

## **Communications and Announcements**

Ms. Cain stated that Doris Ellison, Edgewood College Clinical Instructor, won the Academic Linkage Award and Jenna Bouton, one of the department's public health nurses, won the Newest Public Health Nurse Award. They will receive these awards at the Annual Public Health Nursing Convention in Steven's Point August 17, 2010.

Ms. Cain also stated that our newly hired .6 health aide, Katie Shebesta, had delivered her baby at 25 weeks gestation weighing 1.5 pounds. The baby is in a neonatal center in Evanston, Indiana where Katie had delivered.

**Adjournment**

Supervisor Bostwick made a motion to adjourn the meeting. Supervisor Peer seconded the motion. MOTION APPROVED. Meeting adjourned at 6:57 p.m.

Respectfully submitted,

Carol McComb, Recorder

Not Official Until Approved by the Board of Health