

MINUTES OF BOARD OF HEALTH MEETING
December 2, 2009

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

Board of Health Members Present: Chair Brill, Dr. Peterson, Supervisor Joiner, Supervisor Peer, Dr. Winter, Ms. Wade, Dr. Best and Supervisor Bostwick.

Board of Health Members Absent: Mr. Rooney.

Staff Members Present: Tim Banwell – Environmental Health Director; Janet Zoellner – Nursing Director; Sancee Siebold – Nursing Supervisor – South Office; and Carol McComb – Administrative Assistant.

Others Present: None at this time.

Adopt Agenda

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

Approval of Minutes 10/29/09

Supervisor Peer made a motion to approve the minutes of the 10/29/09 Board of Health meeting. Ms. Wade 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

Ms. Wade made a motion to approve the bills for the Radon Test Balance Sheet Account in the amount of \$508.50, for the PHER Emergency Response in the amount of \$7,732.00, for the main budget bills for the month of November 2009 in the amount of \$12,202.65. Supervisor Bostwick seconded the motion. MOTION APPROVED.

Supervisor Joiner made a motion to approve the transfer of \$1,800 from Account# 31-3000-0000-63300 Travel to Account# 31-3000-0000-63101 Postage. Supervisor Peer seconded the motion. MOTION APPROVED.

Health Department Report

Kountry Kourt: Mr. Banwell reported that Kountry Kourt, which is a mobile home park located in the town of Plymouth, will have its permit pulled as of December 8, 2009 if certain conditions cannot be met. The park has had prior issues that have not been taken care of. The park houses 50 people including several transients.

The environmental health staff has inspected the park and passed the information on to the county human services department so that resources for housing can be made available.

Rx Roundup Grant: Mr. Banwell stated that the State grant for Rx Roundups for next year would be \$3500.00. This year the department collected about 1700 lbs. of medications, which almost equals everything that was collected in prior years.

Healthy Homes Grant: Mr. Banwell stated that amount for this grant would be \$5800.00. This program helps protect kids from accidents within the home.

Food Program: Mr. Banwell stated that the department's Food Program would be evaluated by the State next week. This has not been done for our department in 15 years. The registered sanitarians involved in this program have worked very hard to build a program that works well.

H1N1 Vaccine: Ms. Zoellner reported that the department continues to order thousands of doses weekly. The state sends what it can, this is usually less than half of our order. School located clinics are planned for next week and thereafter. The Clinton School District is unable to accommodate a school located clinic. We are currently searching for an alternate site to serve the citizens of Clinton. Public information will be made available through our website, the H1N1 phone hotline, and template letters shared with the school districts if they choose to do a mass mailing.

Ms. Zoellner stated that they waited on having these school located clinics until the healthy school kids could receive the vaccine as well. The agency continues to watch for state guidelines as to when the target risk groups expand to serve all who want the vaccine. Our department collaborated with Developmental Disabilities Board. The nurses that direct group home care were inserviced and provided with vaccine, supplies and a public health nurse that guided them through the process of immunizing their healthcare providers. They chose to have their residents pursue immunization through their healthcare providers. The agency also worked with the Beloit College (they are doing 2 clinics), Janesville School District (provided vaccine to them for their school based clinic), and worked with Rock Haven to get their healthcare providers vaccinated. Both the north and south offices will be holding walk-in clinics to reach citizens in Rock County.

WI Partnership Program: Ms. Zoellner reported that there is a new Wisconsin Partnership Program in Beloit. The African American Coalition Committee is writing the grant, which will include a Maternal Child Health Collaborative.

.6 Health Aide: Ms. Zoellner reported that the 6. Health Aide position has been filled. Her name is Kelly Clauer and she will be working out of the north office. She will be entering information into the WIR program for now and will be trained on other health aide duties in the near future.

Seasonal Flu Vaccine: Ms. Zoellner stated the department had received the last 130 doses of the seasonal flu vaccine. To date there have been no seasonal flu cases reported in the county.

Resolution – Accepting Additional Public Health Emergency Response Funding and Amending the 2009 Rock County Health Department Budget

NOW, THEREFORE BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this ____day of _____, 2009 does hereby authorize the Rock County health Department to accept the additional \$262,274 in PHER3 funding for public health emergency response and amend the 2009 Rock County Health Department Budget as follows:

<u>Source of Funds</u>	Budget at 11/10/09	Increase (Decrease)	Amended Budget
31-3012-0000-42100			
Federal Aid	\$ 69,908	\$262,274	\$332,182
Use of Funds			
31-3012-0000-63110			
Administration Expense	\$ 69,908	\$262,274	\$332,182

Supervisor Joiner asked what this money would be used for. Ms. Zoellner stated that it would be used for determining the preparation and salaries of the staff for the H1N1 clinics.

Supervisor Bostwick made a motion to approve the Resolution accepting the additional public health emergency response funding and amending the 2009 Rock County Health Department Budget in the amount of \$262,274. Dr. Best seconded the motion. MOTION APPROVED.

Pre-Approved Encumbrance Amendment – United Parcel Service

Dr. Peterson made a motion to approve the increase in the amount of \$300.00 to the funds description Postage for United Parcel Service. Ms. Wade seconded the motion. MOTION APPROVED.

Committee Approval – Exterior Metal Wall Panels

Chair Brill stated that he would find out at the next General Services Board Meeting why these bids came to the health department since it had already been approved by the Finance and General Services departments.

Chair Brill requested that this be tabled for the next month's agenda. Supervisor Joiner made a motion to table the committee approval. Ms. Wade seconded the motion. The vote was 7-1. MOTION APPROVED.

Mass Vaccination Processes

Ms. Zoellner reported on the Rock County Job Center Mass Clinic on 11/14/09 from 9-2 pm.

Clinic Target Population:

- *Pregnant women
- *Children age 6 months - 4 years
- *Persons age 5 years – 24 with chronic health conditions
- *EMS and Health workers
- *Families and caregivers of infants <6 months old

Staffing:

- *All nursing, environmental health and administrative staff participated.
- *Volunteers from Red Cross and the community
- *A Spanish interpreter

Response:

700+ people served with 115 people served in the first 20 minutes.

Our Capacity:

With staffing present estimated could served 500 people per hour. Process took from start to finish (greeting to exit) 7 minutes.

What Worked Well:

- *Staff at entrance to assess and direct people to those that could answer questions.
- *Signage with information in English/Spanish about risk groups
- *Numbered tickets issued with consent forms
- *H1N1 Hotline

Ms. Zoellner stated the State had asked the department not to limit the mass clinic to just Rock County citizens. Since Dane and Winnebago Counties had already had their clinics and ran out of vaccine there was a concern that we would not have enough vaccine for Rock County citizens. So to keep order and safety this clinic was limited to just Rock County citizens. This restriction was lifted shortly after this clinic.

Healthy Homes Grant

Mr. Banwell handed out a Fact Sheet on the Healthy Homes Safety Program.

Mr. Banwell reported that in September our department was notified by the State of this mini grant in the total of \$5800 from the Division of Public Health, Bureau of Environmental & Occupational Health.

This program is designed to help parents prevent common household related injuries to children through education, hazard identification and abatement assistance. The program period is from November 1, 2009 to August 31, 2010. Registered Sanitarians and Public Health Nurses will conduct at least 40 visit to homes with young children and educate the families on home safety issues through educational material, home safety assessments, identify hazards and provide abatement guidance and safety devices and conduct follow-up assessments as needed.

A Resolution to accept this Grant money will be brought to the Board of Health in January 2010.

Communications and Announcements

Ms. Zoellner stated that Karen Cain, Health Officer will most likely return to the office tomorrow following her recent absence.

Adjournment

Ms. Wade made a motion to adjourn the meeting. Supervisor Peer seconded the motion. MOTION APPROVED. Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Carol McComb, Recorder
Not Official Until Approved by the Board of Health