

COUNTY BOARD STAFF/FINANCE COMMITTEES

June 13, 2011

Call to Order. County Board Staff Committee Chair Podzilni called the joint meeting of the County Board Staff Committee and the Finance Committee to order at 9:00 A.M. at the Rock County Health Department.

Committee Members Present County Board Staff Committee – Supervisors Podzilni, Brill, Bussie, Jensen, Kraft, Peer, and Yankee. Finance Committee – Supervisors Beaver, Diestler, Kraft, Mahwinney, and Podzilni.

Committee Members Absent: Supervisors Arnold and Collins (County Board Staff)

Staff Members Present: Craig Knutson, County Administrator; Randy Terronez and Nicholas Osborne, Assistants to the County Administrator; Jeff Smith, Finance Director; Sherry Oja, Sr. Accountant/Assistant to Finance Director; Karen Cain, Health Officer; Rick Wietersen, Sanitarian II; Janet Zoellner, Public Health Nurse Director; Serena Jahnke-Berg, Public Health Nurse.

Approval of Agenda. Supervisor Brill moved approval of the agenda as presented, second by Supervisor Diestler. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – June 1, 2011. Supervisor Jensen moved approval of the minutes for June 1, 2011, second by Supervisor Peer. ADOPTED.

Review and Discussion of Preliminary 2012 Budget Projections and Program Information – Rock County Health Department. At this time Chair Podzilni turned the meeting over to Karen Cain.

Ms. Cain invited everyone on a tour of the Health Department once the meeting adjourned.

Ms. Cain commented that she had a great staff at the Health Department. At this time she introduced Janet Zoellner who has been with the County since 1990 and is currently the Public Health Nurse Director. She said Ms. Zoellner has done an excellent job educating staff.

Ms. Cain introduced Serena Jahnke-Berg a Public Health Nurse who came to the Health Department because she wanted to be a Public Health Nurse and commutes from Lake Mills every day.

Another staff member Ms. Cain introduced was Rick Wietersen who is their Ground Water Specialist. She said that Mr. Wietersen got the prescription drug program off the ground and is still working with it.

Ms. Cain informed the committees that the Health Department has two locations. The North office which is where we are right now on Hwy 51 N, Janesville and the South office which is located in Beloit at the Eclipse Center. The Beloit office came about when Rock County merged with the City of Beloit Health Department. She pointed out also that there are 36.8 FTE's with 3 in the administrative division, 23 in the nursing division and 10.8 in environmental health. Ms. Cain pointed out the organizational chart on the back of the agenda and showed a picture of the Health Department staff, which is taken once a year and hangs in the foyer.

The following five services are required for all local health departments: 1. Communicable Disease Surveillance, 2. Generalized Public Health Nursing Program, 3. Health Promotion, 4. Disease Prevention, and 5. Human Health Hazard Prevention and Control.

Ms. Cain pointed out to the committees that Rock County's Health Department is the highest level health department that can be obtained in the State of Wisconsin which is a Level III. For a Level III Health Department the following criteria are needed: Full Time Health Officer; Board of Health, Agent for the State Hotel and Restaurant Program, Agent for the State Tattoo & Body Piercing Program; and 14 programs or services that address at least 7 health priorities in the current state health plan. Ms. Cain pointed out that every 10 years the State of Wisconsin comes up with a new health program.

Ms. Cain said at this time she would like to tell the committees about the services the Health Department provides.

Public Health Nursing Services include: Communicable Disease Control-Ms. Cain said that 80+ varieties are required to be reported to the local health department. Maternal and Child Health-This area covers the high risk pregnant women.; Immunization Services-Ms. Cain pointed out that only 59% of 2 year olds are immunized and they are working on increasing that percentage.; Clinic Services-Monday, Wednesday and Friday mornings appointments can be made at the Health Department depending on the health need of the citizen.; and School Nursing/Head Start-The School Nursing Program is provided to all the schools in the County. The level of service depends on what the school wants, as there are a few that contract with the Health Department. The Head Start program includes vision and hearing checks and health education.

Environmental Health Services include: Food Protection and Public Lodging-Inspect restaurants and food establishments and motels/hotels throughout the County. Human Health Hazards (General Sanitation)-This encompasses lead, radon, dead animals and a Rabies Control Program. Ground Water Protection-Try to prevent contamination of the ground water. Private Sewage Disposal-Monitor septic systems.

Laboratory Services: Ms. Cain said they do well water testing but only do the bacteria and nitrate testing as everything else goes to the State.

Health Education encompasses: Community Education, Newspaper articles, Monthly news column in local papers, Community Partnerships/Coalitions, Health and Wellness Committee and Grant Writer.

Ms. Cain said that Laura the Health Educator gets articles to the local papers on important health issues and happenings. She also writes a monthly column that appears in local newspapers. Laura is the co-chairman of the County Wellness Committee and on June 21 there is a Wellness Fair planned for County employees. Laura serves as the grant writer for their agency. Ms. Cain said that they have a letter of intent in for the WI Partnership Fund and if they receive funds they'll be used for more health education.

Ms. Cain went through why public health is needed in Rock County:

- Rank 60th in the state for overall health
- Rank 66th in state for health factors (smoking, obesity, binge drinking, STI's, and teen birth rate)
- Rank 68th in social and economic factors (poor health)
- Many environmental issues affecting our health: Lead, radon, unsafe wells, old homes, contaminated surface water
- 20% of pregnant women smoke
- Infant mortality is higher than state average: AAIM is 2nd highest in state
- 40% of our children at 2 years of age not adequately immunized
- More families seeking free immunizations
- >50% of our citizens are overweight
- 23% increase in STI's in 2010

Mr. Knutson asked Ms. Cain how many restaurants and retail places they inspect. Ms. Cain replied that they inspect 900. Mr. Knutson asked if they weren't considering putting the restaurant/retail inspection scores on the Internet? Ms. Cain said that they were working on this with IT and it looks like it will be up and running this fall.

Supervisor Yankee wondered what Ms. Cain thought about the sale of unpasteurized milk? Ms. Cain replied that they were not in favor of selling it.

Supervisors Mawhinney and Beaver left at this time (10:00 a.m.).

2011 Budget: Ms. Cain said that there are uncertainties as they lost the Evansville School District contract this year and how much revenue they will receive from seasonal flu clinics and immunization services is hard to predict as more and more are unable to pay. Ms. Cain felt though that they are pretty much on target and hoped to return approximately \$10,000 to the general fund.

2012 Budget: Ms. Cain explained that in order to continue status quo in 2012 the tax levy needed would be \$109,356 or 4.7% over this year. This is with the assumptions: 2% increase in personnel costs; no increase in other operating expenses; no loss in grant revenue; and an increase in Environmental Health fees.

Ms. Cain said neither this option remaining status quo or the levy reduction option she will be explaining have Governor Walker's tools included in them. (i.e. employees paying a portion of their retirement) This would come to approximately \$135,385.

Mr. Knutson explained at this time that department heads were given a target to use for 2012 due to our reduction in shared revenue of \$1.4 million. He said they were given a target of 2% less than what they are getting this year. Mr. Knutson mentioned also that there has to be a 0% increase in the property tax levy for 2012.

Ms. Cain went on to explain that this 2% decrease in levy would be \$46,902 and if \$109,356 was needed to continue status quo next year there would be a budget deficit of \$156,258 for 2012. She said that in order to meet this deficit they would need to have staff reductions. This would mean eliminating a .6 FTE Public Health Support Specialist in the South office. This would result in \$21,835 in savings but the impact would be the North office staff needing to rotate to the South office on selected days, reduction in data entry for program reimbursement, and documentation, longer wait times in busy clinics, longer times to answer phones, longer times to get staff work requests completed, and professional staff doing data entry and some backup functions.

Ms. Cain said that another position that would need to be eliminated would be 1.0 FTE Public Health Nurse for a savings of \$85,146 which would result in fewer healthy families first served, decreases flexibility/surge capacity in altering services (H1N1, e coli outbreak), and more traveling between two offices.

Finally the last position that would need to be eliminated is a .6 FTE Registered Sanitarian with a savings of \$56,566. The impact would be longer response time to citizen concerns and complaints, no group education for restaurant operators, pool operators-inspections take longer, and decreases flexibility/surge capacity in altering services (floods, outbreaks).

Ms. Cain pointed out that if we have to cut staff it would affect the services to our citizens. She mentioned that public health does things that no one else wants to do because there is no money in it and the minute there is money in it everyone else gets involved.

Chair Podzilni thanked Ms. Cain for a wonderful and enlightening presentation.

Set Future Meeting Dates: It was decided to hold the next meeting on June 27, 2011 at 3 p.m. at the Courthouse in N/1-N/2 and this would be the D.D. Board budget. July 6, 2011 at 3 p.m. at the Courthouse in N/1-N/2 the Human Services Department budget will be heard. July 13, 2011 at 3 p.m. it was decided to do Rock Haven's budget and Mr. Knutson said they would check on the location for this meeting. It was decided to hold the Sheriff's Office budget on August 13, 2011 at 3 p.m. at the Sheriff's Office as long as PS&J didn't have a regular meeting that day. Mr. Knutson said he would get a memo out to the committees summarizing these dates.

Adjournment: Supervisor Yankee moved adjournment at 10:27 a.m., second by Supervisor Brill. ADOPTED.

Respectfully submitted,
Diane Rabe, HR Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEES.