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## **BOARD OF HEALTH MEETING**

**Tuesday, February 8, 2011**

**10:00 AM**

**Large Conference Room – Polk County Health Department**

### **AGENDA**

- Welcome/Call to order
- Approval of Agenda
- Public Comment
- Approval of Minutes from January 11, 2010 meeting
- Monthly Bills Review  
(Finance Committee: Karen Krupa, Warren Nelson, Viola Carr)
- Monthly Statistical/Financial Reports for the Department
- Out of County Meetings Report
- Old Business
  - 1) WI Department of Health Services New Staff - Sampson
- New Business
  - 1) Agent Fees – Brian Hobbs
  - 2) Update on Free Clinic – Mike Rust
  - 3) Vehicle Lease Bids – Sampson
  - 4) Committee Roles and Responsibilities – Sampson
  - 5) Director Goals for 2011 - Sampson
- Director's Report
  - 1) Public Health Legislative Updates –Sampson
  - 2) Public Health Research – Sampson
  - 3) Agency Updates – Sampson
- Board member Comments/Observances
- Adjourn

Enc: BOH minutes January, 2011

## BOARD OF HEALTH

The Polk County Board of Health met in the conference room of the Health Department at 10:14 AM on February 8, 2011

Present: Dr. Arne Lagus Rick Scoglio Patricia Schmidt  
Kristine Kremer-Hartung Warren Nelson Harry Johansen  
Wanda Johnson

Also: Gretchen Sampson Suz Thomson Caralynn Hodgson  
Bonnie Leonard Dana Frey

Speaker: Mike Rust

Chairperson Schmidt called the meeting to order.

**Motion by Johansen/ Dr Lagus to approve the agenda. All in favor. Motion carried.**

**Motion by Johnson/Hartung to approve the minutes of the January 11, 2011 Board of Health meeting. All in favor. Motion carried.**

### Monthly Bill Review

Sampson reviewed the list of bills and answered any questions. Johansen had some questions regarding the fluoride program and how it was distributed to the schools, Gretchen explained it was done in some of the participating schools. Scoglio asked for a list of local participating communities who fluoridate their water source. Sampson will supply that list at the next meeting. Sampson also handed out an email from the State Dental Consultant stating the proposed change in the recommendation for optimal fluoride levels in the drinking water. She explained that the Public Health Department did not inform local municipalities about these guidelines, rather the state does.

**Motion to approve the bills in the amount of \$33,506.48 was entertained, Administrator Frey stated that the bills do not need to be approved as they have already been approved prior to this meeting with the passing of the department budget. It was decided that there will no longer be bill signing committee but rather a list of vouchers payable as "information only" to the board.**

### Monthly Statistical Reports

Sampson handed out the monthly statistical reports for review and discussed the budget overview. Sampson stated she will have the final 2010 budget reconciliation at the March meeting. There was discussion about streamlining reporting and this topic will be addressed next month.

### Out of County Meetings

Sampson reviewed the list of out of county meetings and trainings for January and February.

**Frey stated that the committee does not need to approve Department Head travel, rather just the non department staff travel. This policy may be amended in the future. Motion by Dr. Lagus/Hartung to approve the staff out of county travel. Nelson opposed. Motion carried.**

## **Old Business**

### **1) Wisconsin Department of Health Services New Staff**

Sampson handed out a release from the Wisconsin Department of Health Services, it announced the new leadership team of the State Health Department. Secretary Dennis Smith announced that Kitty Rhoades will serve as Deputy Secretary, Brett Davis will serve as Medicaid Director and Kevin Moore will serve as Executive Assistant for the Department. Sampson mentioned that as of this time a State Health Officer has not been appointed and that Sandy Breitborde is the interim filling that position.

## **New Business**

### **1) Agent Fees for Licensing and Inspections**

Sampson spoke on behalf of Brian Hobbs Environmentalist who was unable to attend. She handed out a document indicating the 2011-12 Licensing Fees in Polk County. She explained that Polk County had adopted these fees using the State guidelines for fees. In 2008 a resolution was passed by county board authorizing the Board of Health to set the agent fees. At that time, the BOH continued to adopt the state fees but added an additional surcharge to cover the 10% "payback" to the state. Administrator Frey explained that the Licensing Fees should ideally be approved as part of the budget process as these fees have been used to craft the 2011 budget.

**Motion by Dr Lagus/Johnson to approve the 2011 Agent License Fees. Scoglio opposed. Motion carried.**

### **2) Update on Free Clinic**

Mike Rust gave an update and overview of the Chronic Care Plus Clinic scheduled to start sometime this month. It was set up with input and collaboration with a group that included the Salvation Army, Health Department and three medical centers. It was decided to run it as the model that SCRMC has in place. Volunteer doctors would take on patients with chronic care needs whom had no health insurance or ability to pay. There would be no expense to the patient. Each patient would be screened and evaluated by the benefits specialist at the PCHD and the ABC for Rural Health staff to assess for eligibility for the clinic as well as other sources of health care financing.

### **3) Vehicle Lease Bids**

Sampson stated that the Health Department has 2 vehicles with leases expiring in March. She requested BOH approval to get bids for 2 new prepaid lease vehicles.

**Motion by Scoglio/Hartung to approve getting bids for 2 new vehicles. All in favor. Motion approved. Frey stated that in the future approval by the governing committee is not necessary for this activity.**

### **4) Committee roles and Responsibilities**

Sampson handed out copies of the Polk County Policy 10. She requested that the board review the Board of Health duties and make recommendations at the March meeting. The county organizational committee is looking at this policy for revision since Polk County now has an administrator. There will also be a committee of department heads reviewing it and suggesting revisions.

#### **5 ) Director Goals for 2011**

Sampson handed out her 2011 Department Head Goals. All three are continuation of last year's goals that focus on the Health Department's Strategic Plan, Community Health Improvement Plan as well as potential reorganization of the department.

#### **Directors Report**

##### **1) Public Health Legislative Updates:**

The legislative meeting was held at the St Croix County DHHS in New Richmond. Wanda Johnson, Dr Lagus and Gretchen Sampson attended. Janel Hemmesch PHCD Nutritionist, Jeff Nessbaum Director of ARMC Fitness and Kathy Weeks of SCRM, gave an updated report on physical activity in Polk County as well as changing policies for healthier lifestyles. There was discussion on health issues that affected the county and state. Mary Boe discussed the Wisconsin Tobacco Report Card and where Wisconsin stands in different areas. This group meets quarterly and all BOH members are invited to attend. Legislators stated that the budget will present great difficulty this coming biennium.

##### **2) Public Health Research:**

Sampson handed out a copy of the newsletter from MCH/CYSHCN regarding the First Breath's program most recent outcomes. It highlighted how the First Breath program is helping pregnant women to successfully quit smoking. First Breath is offered in our Public Health Department by one of our on staff PCHN.

**Motion by Hartung/Scoglio to adjourn. All in favor. Motion carried. Meeting adjourned at 12:05 pm.**

**The next Board of Health meeting will be March 8th at 10:00 A.M.**