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BOARD OF HEALTH MEETING

Tuesday, September 13, 2011

10:00 AM

Conference Room A/B – Polk County Health Department

AGENDA

- Welcome/Call to order
- Approval of Agenda
- Public Comment
- Approval of Minutes from August 9, 2011 meeting
- Monthly Bills (Review only) – Sampson
- Agency Statistical Reports – (Review only) – Sampson
- Agency Out of County Meetings Report – Sampson
- Old Business
 - 1) 2012 Department Budget – Sampson/Frey
 - 2) CHAMP Software Purchase Resolution Update – Sampson
- New Business
 - 1) Birth to 3 Program Presentation (information only) – Dawn Larson/Erik Belgum
 - 2) Agent Program for Restaurants: Criteria for Licensing – Brian Hobbs
 - 3) Annual Influenza Vaccination Program Update – Sampson
 - 4) Upcoming Agency Program Reviews by State – 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 August, 2011

BOARD OF HEALTH

The Polk County Board of Health met in the conference room of the Health Department at 10:09 AM on September 13, 2011

Present: Rick Scoglio Patricia Schmidt Dr. Arne Lagus
Kristine Kremer-Hartung Warren Nelson Wanda Johnson
Also: Gretchen Sampson Julie Houman Caralynn Hodgson
Bonnie Leonard Dana Frey
Speaker: Dawn Larson and Erik Belgum, Birth to Three Program
Speaker: Brian Hobbs, Environmental Health
Not Present: Harry Johansen

Chairperson Schmidt called the meeting to order.

Motion by Hartung/Nelson to approve the agenda. All in favor. Motion carried.

Public Comment: none

Motion by Hartung/Nelson to approve the minutes of the August 9, 2011 Board of Health meeting. All in favor. Motion carried.

Monthly Bill Review

Sampson reviewed the list of bill payments.

- Nelson inquired about the suicide prevention grant and where Polk County's suicide rating and average is at. More information to be presented at the next meeting.
- There was a discussion regarding increased number of veterinary bills for sending bats in for rabies testing. This can no longer come out of the dog fund and will need to be addressed as to what fund it should come out of.

Monthly Statistical Reports

Sampson distributed the monthly statistical reports for review.

Out of County Meetings

Sampson reviewed the list of out of county meetings and trainings for September and October.

Motion by Dr. Lagus/Johnson to approve out of county travel. All in favor. Motion carried.

Old Business

1) 2012 Department Budget

Frey handed out a summary of the 2012 budget by accounts and reiterated the steps being taken to offset low revenue and high costs in Home Care.

- Decrease nursing FTE's by 0.6 for remainder of 2011
- Eliminate Payroll Clerk position

- Do not fill Medical Records Technician position for rest of 2011

Several members inquired about sick payout on retirement. Frey stated that he will be addressing this at an upcoming board meeting – he is planning to start a designated fund to plan for future sick payouts by retiring employees.

2) CHAMP Software Purchase Resolution

The CHAMP Nightingale Notes software has been purchased and training will occur towards the end of the year.

New Business

1) Annual Influenza Vaccination Program Update.

The flu vaccine is in and flu clinics have been scheduled, an ad will run in all the papers listing the clinic schedule, it is also available online at: <http://www.polkcountyflu.com/> There are a limited number of high-dose vaccines available. Fluzone High-Dose is a new influenza vaccine designed specifically for people 65 years and older. It has an additional antigen intended to create a stronger immune response in the person getting the vaccine.

2) Birth to Three Program Presentation

Dawn Larson, Birth to Three Coordinator, shared the importance and cost savings of early childhood intervention programs. This is a federally mandated program for children ages birth to 36 months. A child is eligible for services if there are diagnosed disabilities, atypical development, or delayed development. Erik Belgum, Speech Pathologist, described his typical day which consists of visiting about 5 kids in their home setting, working with the child on speech language development skills and coaching the other family members in carrying through with the mutually agreed upon service plan. Erik also coordinates an Autism Spectrum Disorder Monthly Support Group that meets the 3rd Thursday of every month from 7:00-9:00 pm in Conference Room A&B of the Health Dept.

3) Agent Program for Restaurants; Criteria for Licensing

Brian Hobbs, Sanitarian for Environmental Health, explained licensing criteria for events such as county fairs, festivals, food stands, etc. Hobbs is in the process of attending all fairs and festivals in Polk County to inspect and ensure the rules of food safety are being followed. A license or permit is required for anyone serving food to the general public, meaning anyone from the public is welcome to attend, eat or purchase food.

State regulation sets a Temporary License fee at \$170 which can be used up to 14 days duration. A previous Board of Health decided this fee was a little steep and developed a Special Temporary Permit as follows:

- Hazardous Food (raw meat) \$100 for 1 event up to 7 days duration (ex. Fair food stand)
- Non-Hazardous Food (not raw, hot dogs, cheese curds) \$50 for 1 event up to 7 days in duration.

More on licensing at

http://www.polkcountyhealthdept.org/licensing_and_inspections%20INFO.htm

4) Agency Program Reviews

- The Department of Health Services, Food Safety and Recreational Licensing Section will be evaluating Brian Hobbs on “maintenance standardization” in Wisconsin Food Code to be conducted November 15-17, 2011.
- Jim Zanto, Immunization Program Advisor will be visiting on September 14 to provide technical assistance on Immunization Practice in general and will review the agency Vaccine for Children Program.

Director’s Report

1) Public Health Legislative Updates:

Sampson shared an article by Health Resources and Services Administration (HRSA) regarding The Affordable Care Act, which helps make prevention affordable and accessible to everyone. Required health plan coverage guidelines include: well-woman visits, screening for gestational diabetes, human papillomavirus testing, screening for STDs and HIV, breastfeeding support and screening for interpersonal and domestic violence.

2) Public Health Research:

Sampson provided an excerpt from the NACCHO 2010 National Profile of Local Health Departments which provided a financial overview of local health department expenditures and revenues. For the full profile, board members can visit: <http://www.naccho.org/topics/infrastructure/profile/resources/2010report/loader.cfm?csModule=security/getfile&PageID=209794>

Sampson will be emailing board members a survey from the University of Illinois regarding public health boards; all members are encouraged to complete.

3) Agency Update

WIMCR Medicaid update: A public consulting group has been hired. Of the 4 cost reports we submitted, 3 have been accepted. The 4th was questioned on the personal care costs. It has been reviewed and compared to previous year’s reports. Personal care costs are high due to the skill level of our staff and county benefit package, but the original report submitted is correct.

Board Member Comments

None.

Motion by Hartung/Johnson to adjourn. All in favor. Motion carried. Meeting adjourned at 12:09pm.

The next Board of Health meeting will be October 11th at 10:00 A.M.