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## BOARD OF HEALTH MEETING

Tuesday, November 8, 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 October 11, 2011 meeting
- Monthly Bills (Review only) – Sampson
- Agency Statistical Reports – (Review only) – Sampson
- Agency Out of County Meetings Report – Sampson
- Old Business
  - 1) Discussion/Action on any Amendments to the 2012 Proposed Budget—Sampson
  - 2) Home Care Program Study Update—Frey
  - 3) Daycare Grant Proposal—Sampson
  - 4) Legislative Event--Sampson
- New Business
  - 1) Resolution to Support PHAB Accreditation—Sampson
  - 2) Annual Review of BOH Accomplishments—Sampson
  - 3) UW Eau Claire Nursing Students—Sampson
  - 4) Report for APHA Meeting—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 October 11, 2011

## BOARD OF HEALTH

The Polk County Board of Health met in the conference room of the Health Department at 10:01 AM on November 08, 2011

Present: Patricia Schmidt                      Warren Nelson                      Kristine Kremer-Hartung  
            Harry Johansen                      Wanda Johnson                      Rick Scoglio  
            Dr. Arne Lagus  
Also: Gretchen Sampson                      Julie Houman                      Caralynn Hodgson  
            Dana Frey

Chairperson Schmidt called the meeting to order at 10:01 AM.

Sampson requested to add Performance Management Plan under Old Business.  
**Motion by Dr. Lagus/Johnson to approve the amended agenda. All in favor. Motion carried.**

**Public Comment: none**

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

### Monthly Bill Review

Sampson reviewed the list of bill payments.

### 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 November and December.

**Motion by Dr. Lagus/Johnson to approve out of county travel for the Director/Health Officer. All in favor. Motion carried.**

### Old Business

#### 1) Discussion/Action on any Amendments to the 2012 Proposed Budget

Sampson stated that 2012 grant awards have come in and proposed amendments to the 2012 budget as follows:

	Original Budget	New Budget
Preparedness Consortium	\$177,876	\$143,310
Local Planning	\$36,502	\$35,984
WIC	\$190,489	\$185,399
MJC Tobacco	\$138,535	\$132,129
Environmental	\$170,355	\$170,605
Maternal Child Health	\$19,890	\$22,340

Frey will put the amendments in the proper format for county board approval.

**Motion by Hartung/Dr. Lagus to approve the amendments to the 2012 budget. All in favor. Motion carried.**

**2) Home Care Program Study Update**

Frey presented a proposed outline for the Home Care Program Study. This study will evaluate the current status of the Polk County Home Care Program including citizen need for the county services, efficiency and effectiveness of service provision, short and long term financial viability and alternatives to county home health services. Frey expects the study to be completed sometime mid spring of 2012. Health Department staff will provide program information to Frey per his requests.

**Motion by Hartung/Johansen to approve the Home Care Program evaluation design by County Administrator Frey. All in favor. Motion carried.**

**3) Daycare Grant Proposal**

Polk County was not funded for the Daycare Grant proposal submitted last spring. However, the academic partner at the Medical College of Wisconsin is willing to continue working with the Health Department for future grant submissions.

**4) Legislative Event**

The next regional legislative meeting will take place on November 28, 2012 in New Richmond. Dr. Lagus and Wanda Johnson will try to attend.

**5) Performance Management Plan**

Sampson reviewed the department's new performance management plan that was distributed to Board members last month. This plan will better track progress on each program's performance measures and ultimately improve quality as well as provide documentation for accreditation.

**New Business**

**1) Resolution to Support PHAB Accreditation**

Sampson stated that local and state health departments can now officially apply for accreditation. The PCHD has filed a statement of intent and now has 12 months to complete a full application. The PHAB board will assign a team to visit onsite and determine whether PCHD meets all the criteria.

Accreditation costs will be \$12,720 over 5 years and can be paid in 5 yearly payments of \$2,544. PCHD was assigned the lowest fee based on size of jurisdiction.

Sampson proposed a resolution to the Board of Health to officially support the PCHD application for National Voluntary Accreditation. The Board recommended that this was important enough to have the county board address and support.

Hartung suggested amending the resolution to add a list of potential benefits for accreditation and spell out the 3 core functions and 10 essential services before presenting the resolution to the County Board.

**Motion by Hartung/Scoglio to move Resolution to December County Board. All in favor. Motion carried.**

**2) Annual Review of Board of Health Accomplishments**

As part of Domain #12 of the PHAB Standards and Measures, Sampson compiled a list of accomplishments completed by the Board for 2010-2011.

**Motion by Johansen/Hartung to add BOH Accomplishments to agenda each December meeting. All in favor. Motion carried.**

**3) UW Eau Claire Nursing Students**

Eight nursing students will be part of pilot program by UW Eau Claire to enhance their public health experience. Four students will work with the PCHD to help with greenway mapping of bike and walking paths in St Croix Falls, as part of the Safe Routes to School Initiative.

**4) Report from APHA meeting**

Sampson attended a "Finance Roundtable" at the Washington D.C. APHA meeting, regarding the new Public Health Uniform Data Set which will be launched January 1 and will help local health departments collect data on public health activities. This new system will enable the health department to track expenditures for various public health activities such as response outbreaks. The new CHAMP software can be coded to track these costs.

**Director's Report**

**1) Public Health Legislative Updates:**

Next Legislative meeting is November 28, 2011

**2) Public Health Research:**

None

**3) Agency Update**

There has been an outbreak of cryptosporidium which may impact Polk County residents who attended any of 3 festivals held in October at the Afton Apple Orchard in Hastings, Minnesota. The cause is believed to be a petting zoo at these festivals.

**Board Member Comments**

Johansen inquired on flu clinics and Sampson reported that immunizations in schools are up with an increased number of kids turning in consent forms and getting their influenza vaccinations.

**Motion by Johansen/Hartung to adjourn. All in favor. Motion carried. Meeting adjourned at 11:31 am.**

**The next Board of Health meeting will be December 13th at 10:00 A.M.**