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## BOARD OF HEALTH MEETING

Tuesday, September 14, 2010

**8:30 AM (Please note time change)**

Large Conference Room – Polk County Health Department

### AGENDA

- Welcome/Call to order
  - Approval of Agenda
  - Public Comment
  - Approval of Minutes from August 10, 2010 meeting
  - Monthly Bills Review  
(Finance Committee: (Warren Nelson, Pat Schmidt, Kristine Kremer-Hartung)
  - Monthly Statistical/Financial Reports for the Department
  - Out of County Meetings Report
  - Old Business
    - 1) Smoke Free Air Ordinance – Sampson/Boe/Jurek
    - 2) Update on Budget - Sampson
  - New Business
    - 1) Approve unbudgeted expense for patient satisfaction surveys (new Medicare requirement for home health agencies) - Hodgson
    - 2) Home Care Program – A Day in the Life of a Home Care Nurse – Sally Christensen
    - 3) Preparedness Consortium budget changes impacting current staffing – Shrader/Sampson
    - 4) 2010-11 School Working Agreements – Sampson
    - 5) 2010 Influenza Season – set prices – 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, 2010

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**"Promoting, Protecting and Preserving Health Through Partnerships with People and Communities"**

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

## BOARD OF HEALTH

The Polk County Board of Health met in the conference room of the Health Department at 8:35 AM on September 14, 2010.

Present:	Dr. Arne Lagus Kristine Kremer-Hartung	Rick Scoglio Warren Nelson	Patricia Schmidt Harry Johansen
Also:	Gretchen Sampson Dana Frey Sally Christenson	Julie Houman Mary Boe Michelle Stone	Caralynn Hodgson Laura Jurek Jay Shrader

Chairperson Schmidt called the meeting to order.

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

**Motion by Kremer-Hartung/Scoglio to approve the minutes of the August 10, 2010 Board of Health meeting. All in favor. Motion carried.**

### Old Business

#### 1) Budget Update

Dana Frey presented a 3-year budget comparison and briefly discussed the budget amounts for 2011. Frey explained the implementation of a budget book, which will give an explanation of what each department does, how well its programs are working and whether the department is meeting its goals. Sampson explained the (\$53,400) decrease in levy budget amounts for each program. The board was asked to review the budget and make any recommendations. The budget will be presented at the September county board meeting, reviewed again with any changes at the October 12 meeting and November 9 will be the final budget adoption meeting.

**Motion by Johansen/Nelson to approve the 2011 Health Department budget. All in favor. Motion carried.**

#### 2) Smoke Free Air Ordinance

Sampson presented the resolution on holding a public hearing for the smoke free air ordinance. Mary Boe and Laura Jurek, from the MJC Tobacco Coalition, were present to briefly reiterate the importance of the county ordinance. The ordinance would give Law Enforcement an easier method to enforce and issue citations to non-compliant establishments rather than the current cumbersome statutory language.

### Monthly Bill Review

Sampson reviewed the list of bills and answered any questions. Kremer-Hartung asked Sampson to write a paragraph explaining the Polycom.

**Motion by Scoglio/Kremer-Hartung to approve the bills in the amount of \$43,617.15. All in favor. Motion carried.**

### **Monthly Statistical Reports**

Sampson handed out the monthly statistical reports for review.

### **Out of County Meetings**

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

**Motion by Kremer-Hartung/Johansen to approve the out of county travel. All in favor. Motion carried.**

### **New Business**

#### **1) Patient Satisfaction Surveys**

Caralynn Hodgson explained how Medicare has made client surveys mandatory for home health agencies, or they will risk losing federal funding of up to 5%. The surveys must be completed by a third party. Hodgson presented bids for 2 providers that work with the agency clinical software program called CareFacts. Kremer-Hartung expressed great dissatisfaction with the obligations required and expressed concern of where the funding would come from. It was agreed that a letter be written in protest. The letter will be drafted by Sampson.

**Motion by Johansen/Kremer-Hartung to approve contracting with SHP for satisfaction surveys. Opposed Scoglio/Nelson. Motion carried.**

#### **2) Home Care Program**

Sally Christenson, a Home Care nurse, presented a typical day as a Home Care nurse, describing her duties and describing the nursing process. This process includes: Assessment, Nursing Diagnosis, Plan of Care, Goals, Implementation and Evaluation. Sally explained these processes along with sharing some of the new technological tools the nurses use in care provision.

#### **3) Preparedness Consortium Budget**

Jay Shrader, Director of the Preparedness Consortium, gave an overview of what the Consortium does. They respond to natural disasters such as the H1N1 outbreak last year. Shrader explained the Consortium funding changes for 2011 due to member agencies not contributing additional local planning funds to support the Consortium. This will affect staffing levels of the Consortium in 2011. Shrader also encouraged the use of the website [www.wrpphp.org](http://www.wrpphp.org) which is a great resource for consortium and preparedness information.

#### **4) 2010-2011 School Working Agreements**

Sampson presented some of the returned 2010-11 School Working Agreements for signature by the Board Chairperson.

### **5) 2010 Influenza Season**

Sampson explained the costs involved in immunizations, and recommended the shots be priced at \$25 for Influenza and \$45 for Pneumonia, which is in the same price range as other local providers.

**Motion by Nelson/Johansen to approve the recommended prices for immunizations. All in favor. Motion carried.**

### **Directors Report**

Sampson distributed an agenda for her conference in Washington D.C. which will help Polk County get the latest information on national voluntary Public Health Accreditation.

Sampson distributed a news brief from NALBOH along with a Membership card encouraging members to visit the website; the card includes your membership password.

### **Agency updates**

Last month it was announced that Gretchen Sampson was a recipient of the 2010 Public Health Nurse Achievement Awards. The nomination letter was distributed. Congratulations to Gretchen!

**Motion by Nelson/Johansen to adjourn. All in favor. Motion carried. Meeting adjourned at 10:45 A.M.**

**The next Board of Health meeting will be October 12, 2010 at the usual time of 10:00 A.M.**