

**BAYFIELD COUNTY
HEALTH BOARD MEETING
Monday, July 17, 2006 – 4:30 P.M.**

Present: Jim Beeksma, James Crandall, David Good, Dee Kittleson, Winifred Punjak, Wayne Williams

Absent: Tom Stone

Staff: Michelle Dale, Amelia Lindsey, Michele Heglund

Others: Mark Abeles-Allison, Bayfield County Administrator

1. **Call the Meeting to Order:** Beeksma, Vice-chair, called the meeting to order at 4:30 p.m.
2. **Approval of May 8, 2006 Meeting Minutes:** Kittleson made a motion to approve the May 8, 2006 meeting minutes as presented. Good seconded the motion. Motion carried.
3. **Filling a Vacancy of Board of Health Appointed Member:** Lindsey stated the Board of Health has one vacancy that needs to be filled. Crandall suggested contacting his neighbor, Sharon Wick at 715-739-6323 for the vacancy.
4. **Discussion and Approval of Contracting with the Department of Agriculture to License Food Service Facilities:** Michelle Dale, who is the Bayfield County Environmental Health Sanitarian, presented. Certain job duties are not being completed due to Michelle's high volume of work. Michelle has 400 facilities in Bayfield County to inspect each year. This number does not include pre-inspections, temporary food stands and complaints that need investigation. There is currently \$75,000 of unspent carry over funds that would be used to pay this person's wages and benefits. No additional county funding is being requested. Revenues would come from the Department of Agriculture through various inspections this person would be doing. These revenues would pay for the position and increase revenues for the Health Department. The Health Department does have a summer intern whose main job is to collect water samples. This position is not enough help for Michelle. If an additional environmental health sanitarian was hired, the summer LTE position would be eliminated. Lindsey is also looking into additional environmental health grants which could also be used as a revenue source. Crandall asked how long the unspent funds have been available. Amelia stated the funds have been available for a couple years. Lindsey stated that there may be an increase in license fees so our fees match the Department of Agriculture. This is another revenue source and would make all license fees equal in Bayfield County. Amelia Lindsey would like a motion to include the addition of another environmental health sanitarian to the 2007 budget. **David Good made a motion that the additional environmental health position be included in the 2007 budget. Williams seconded the motion. Motion carried although Dee Kittleson was still unsure and did not vote.**
5. **Discussion and Approval of MOU between the Zoning and Health Departments:** The list of septic system owners from Bayfield County Zoning was run past the tax lister to make sure all the addresses are correct. At this point Cathy Ekholm, Health Secretary, joined the meeting and Michele Heglund was dismissed. The Board discussed the different types of

septic systems and how often they need to be pumped. The Zoning Department will send out the first two notices. The list of those who do not respond to the first two notices will then be given to the Health Department. The Health Department will send out the third notice to those who have not responded. If they do not respond to this third notice Zoning will issue a citation. It was felt the Health Department should send the third letter so people realize the public health implications, i.e. drinking water contamination. **A motion was made by Beeksma to approve the MOU between the Health Department and Zoning. Motion seconded by Kittleson. Motion carried.** Lindsey said she is working on a press release regarding this for the County Journal and the Ashland Daily Press.

6. **Staffing Update:** Lindsey stated we have hired two part-time Public Health Nurses, Michelle Crowell and Terri Bahe, to fill one of the open nursing positions. Our full-time nurse resigned on June 7, 2006. Another nurse, Kristen Patton, will be starting July 24, 2006 to take the full-time position. A dental hygienist has been interviewed for the Oral Health Grant. It is not known at this time if this person will take the position. This will be a position contracted through Gemini Employee Leasing. They are still negotiating the specifics.

There was a meeting between Mark Abeles-Allison, Lynn Frechette, Larry Weber and Millie Lindsey regarding Lynn's position in the Health Department and as Jail Health Nurse. Currently Lynn is the Home Care Supervisor but does Jail Health also. She seems to be getting busier at the jail. The plan is that Lynn would become a jail employee and work part-time in Home Care. She would be doing non-supervisory duties such as auditing charts and filling in for the regular home care nurse. A trial period will begin August 1, 2006. Lynn seems to want to do this. The beauty of this is that the home care census fluctuates as does the jail. This could save money in home care. The present system was discussed. Lynn's not being in a supervisory position any longer would need to be worked out by Mark Abeles-Allison.

7. **DuPont Engineering Letter:** Lindsey wanted the Health Board members to get a copy of the letter from DuPont Engineering regarding the Cabin Lake and Clover sites. This is the first communication we have received. The National Forest Service seems to be dragging their feet on this. DuPont wants to remove the debris. Lindsey thinks it is just the process the National Forest Service needs to go through that is holding up the remediation. She wanted the Health Board to be aware that DuPont is working on this. Beeksma said the Director should write a letter to the National Forest Service asking where they are in the process. Good suggested writing a letter asking specifically why DuPont is not voluntarily moving ahead with the process.
8. **Resolution Regarding Pandemic Influenza Funds:** We were notified in June that we were getting another \$7,000 for Preparedness – Pandemic Influenza. The money needs to be spent by August 31, 2006. We will be doing an assessment on July 26, 2006 to see where our community is in planning for Pandemic Influenza. This will be a good assessment of our plan. After the assessment we will update our plan. This will help give us guidance on how to change our plan. We will be doing a tabletop exercise on August 16, 2006. **A motion was made by Good to adopt the Preparedness – Pandemic Influenza resolution and forward**

it to the Full County Board for approval. Motion seconded by Crandell. Motion carried. Lindsey stated in September we will be doing a full-scale exercise to test our mass dispensing clinic. We will be looking for people to be participants. She will be looking for the elected officials to be our public walking through the clinic.

9. **Other Business:** Lindsey talked with Theresa about having a health fair at the County Fair. Theresa told her there was some kind of policy that would not allow us to do very much as far as screenings go. Something to do with them not wanting vendors selling stuff. Lindsey did not understand exactly what she was trying to say. Beeksma and Kittleson, who are on the Fair Committee, said they would look into this. We will be offering blood pressure screenings for one hour each on Friday and Saturday at the fair.

We are making headway with the Employee Wellness Program. We signed the contract with e-Care Solutions. We will have employees fill out the Health Risk Appraisal so they can see what they can do to improve their health. We will do an Employee Health Fair offering blood work, BMI measurement, and blood pressure screenings. We also plan to do some health education along with this. This is all in the planning stages.

WIC is presently housed in the Ashland County Health and Human Services building. According to Jane Snilsberg, Ashland County Health and Human Services Director, this is a “sick building”. They will not be doing any renovation to this building. It will be closed. Lindsey, along with the WIC personnel, is in the process of looking for another building. It makes the most sense to keep WIC housed in Ashland. Most of their participants are working in Ashland so that makes it the most convenient place for them to access WIC. We are paid by the number of participants in the WIC program so we want to be as accessible as possible. The grant pays the rent on the building and this is also another program that does not cost the County any money.

10. **Next Meeting Date:** The next meeting is set for Monday, August 28, 2006 at 4:30 p.m. in the County Board Room.
11. **Adjourn:** A motion to adjourn was made by Kittleson; motion seconded by Beeksma. Motion carried. Meeting adjourned at 5:35 p.m.

Respectfully Submitted,

Catherine Ekholm, Recording Secretary