

**BAYFIELD COUNTY  
HEALTH BOARD MEETING  
September 25, 2006 – 4:30 P.M.**

Present: Dee Kittleson, Winnie Punjak, Jim Crandall, David Good, Wayne Williams, Jim Beeksma., Grace Heitsch  
Absent: Tom Stone

1. **Call the Meeting to Order:** The meeting was called to order at 4:30 Chairperson Kittleson
2. **Approval of August 28, 2006 Meeting Minutes:** A motion to approve the August 28, 2006 meeting minutes as presented was made by Crandall; motion seconded by Williams.
3. **Review of 2007 Budget:** The Executive Committee met to review the 2007 budget. The County Administrator increased Home Care revenues by \$5,900. This reduced our County Tax Levy by \$5,900. The Director spoke with the County Administrator about this. He said it was too late to change it because the budget books had already been printed and distributed, but it could be changed at the Executive Committee meeting. Goode reported the Executive Committee had approved the budget with the increase in Home Care revenue. If the program falls short by \$5,000-\$6,000 will have to do a budget adjustment at that time. The Director stated that we have already decreased the Home Care budget by 17 percent. It is frightening that it is decreased another \$6,000. The first year the Administrator was here he changed our Home Care budget and in July we had to ask for more money.
4. **Public Health Report:**
  - a. **Oral Health Program:** The department has an oral health program where a dental hygienist puts fluoride varnishes on children's teeth that are ages six months to five years. There is also a school-based sealant program. In the past, Washburn and South Shore Schools have had sealants placed on second and sixth grade children. This is our third year in the sealant program. The sealant program will be expanded to include Bayfield School this year. The last school will be Drummond School because they are currently being serviced by the Marshfield Clinic's dental program that is based in Ladysmith. A Registered Dental Hygienist has joined the department. Her name is Missy Nicoletti. She is a contracted employee through Gemini. It is unique to have a dental hygienist in a local Health Department. There may be only one or two other Health Departments in Wisconsin that have a Registered Dental Hygienist in the department. The program is funded by grants. A \$350,000 was received that covered three years. It is Blue Cross Blue Shield dollars. The UW Medical School funded it. This is our third year on the grant. The hope is to continue the program with smaller grants and Medical Assistance revenue. The goal is to expand the services we offer to all ages
  - b. **School Health Program.** Nurses have been going into South Shore and Drummond Schools one day per week. They are doing consultation services and individual health plans for those children with a specific diagnosis or chronic disease. Also, the nurses are educating staff about particular diseases that children may have and treatments that may need to take place in the school. Washburn and Bayfield Schools do not need our services because they have their own school nurses.

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- c. **WIC Program:** The Women Infants and Children's Nutrition Project is at 93 percent of their projected caseload. This means we will not be losing any grant dollars. It also means they are doing a very good job of marketing the program. The Director explained to the Health Board what WIC is and how it works. The WIC grant for three counties is held by Bayfield County Health Department. If each county took their own funds to run the program, the amount would be so small that the program would be ineffective. It works much better with one county administering the grant. WIC will be moving to a new office. The target date is November 1, 2006. The program will be moved to the brick building on Main Street.
  - d. **The Superior Influenza Coalition:** Influenza vaccination season is almost upon us. SIC (Superior Influenza Coalition) had their first meeting two weeks ago to strategize how to address flu season. Area providers plan to have a coordinated message about flu season and when vaccinations will start.
5. **Home Care Report:** The current client census is eight. It has been bouncing between 6 and 12. There are four clients on Medical Assistance and four clients on Medicare. Long-term care assessments for Human Services are also being done by the Home Care nurse. About one per week has been done for the last three to four weeks. It is uncertain where the decision is for the Jail Nurse/Home Care Supervisor position. When the 2007 budget was being prepared, the instruction was to calculate the Home Care Supervisor as a contracted employee. It does not change the bottom line whether she is contracted or an employee of the Health Department.
  6. **Environmental Health Report:** The Executive Committee approved the budget as presented with a second sanitarian position. After the County Board approves the budget, the Department of Agriculture will be contacted. When the Department of Agriculture contract is signed, policies and procedures will need to be written and updated as well as the environmental health ordinances. The goal is to have a second sanitarian in place by mid-March or April. Good stated the fee structure would need to be revised after the carry over money was spent. The Silver Spoon Award will be given again this year. Restaurants in Bayfield County that have had no violations for at least three inspections are eligible. The intention is to give the award to four restaurants. This will happen in October. There will be pictures and an article in the paper. The hope is that this will motivate others to strive to this level.
  7. **Pandemic Influenza Mass Clinic Exercise Update:** There were approximately 17 volunteers that participated in the mass clinic exercise. It went well and a great deal was learned. The plan needs to be rewritten. A better job of communicating needs to be done. Runners are needed to talk to people face-to-face instead of relying on walkie-talkies. The staff needs more education ahead of time. All-in-all Red Cliff staff and our County staff felt comfortable in their roles. Those who volunteered thought it ran very smoothly. Discussion was held as to where someone would go if they needed to be isolated. The concept of isolation vs. quarantine was discussed. Our next exercise will be using one of our flu vaccination clinics as an exercise. Good suggested giving a discount on the day we pick as our exercise to get more people.

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8. **Oral Health Program Update:** Addressed in Public Health Update.
9. **Employee Wellness Policy:** An employee wellness program is being worked on. Our insurance carrier gave us \$15,000 to do health risk appraisals for county employees. An employee health fair is being set up. This will probably take place in January. A computerized program for health risk appraisals was purchased with our grant money. It will be up to the employee to access the program. The employees can get coaching over the computer but a nurse from the Health Department will be doing some one-on-one coaching as well. The plan is to also do some quarterly education or planning some kind of wellness activity like the walking challenge. The Director had a resolution she would like action on. It is felt Bayfield County has been doing a good job of supporting employee wellness. It would be good to have something to show the community that Bayfield County is supporting employee wellness. It is possible that the community will take this idea home and practice it themselves. Overall, the whole community will benefit from Bayfield County's employee wellness program.
  - a. The Director has been working with the Labor/Management group to adopt the smoke-free policy. If the County is going to a smoke-free campus policy some type of smoking cessation program will need to be in place for those who wish to quit smoking. Some of it will cost dollars to do. A motion to forward the Wellness Resolution to the County Board for approval and adoption was made by Beeksma; motion seconded by Williams. Motion carried.

On a future agenda Good would like to see what the Director's vision is for the Health Department in five years. Not any detail, but a general idea of programs the Department may be getting involved in, changes the department may be going through, etc. What the five major health risks are expected to be and are we doing anything to address them, delivery of services, where they may be located, etc. Just a general discussion. The Director said the department has changed greatly in the last five years. She gave examples of how her job has changed.

10. **Next Meeting Date:** November 6, 2006 at 4:30.
11. **Adjourn:** A motion to adjourn was made by Heitsch; motion seconded by Good. Motion carried. Meeting adjourned at 5:27 pm.

Respectfully Submitted,

Cathy Ekholm, Recording Secretary