

**BAYFIELD COUNTY  
HEALTH BOARD MEETING  
February 12, 2007 – 4:30 P.M.**

Present: Winefred Punjak, Dee Kittleson, David Good, Wayne William joined the meeting at 5:06 p.m.

Absent: Jim Crandall, Jim Beeksma, Grace Heitsch

Staff: Millie Lindsey, Cathy Ekholm, Lynn Frechette, Michelle Dale, Cecilia Coleman

Others: Gene Jordan, Administrator, Northern Lights Manor Health Care Center; Jennifer Augustine, Northern Lights Manor Health Care Center; Mark Abeles-Allison, Bayfield County Administrator

1. **Call the Meeting to Order:** The meeting was called to order at 4:33 p.m. by Chairperson Kittleson.
2. **Approval of September 25, 2006 Meeting Minutes:** A motion to approve the minutes of the September 25, 2006 meeting minutes was made by Good, motion seconded by Punjak. Motion carried.
3. **Northern Lights Manor's Home Health Care Service Implementation Plan – Presentation by Gene Jordan, Administrator, Northern Lights Manor Health Care Center:** Mr. Jordan's plan is to provide more levels of care than the Health Care Center currently provides. This stems from a survey that was done a couple years ago, and requests they have received from the public. The Health Care Center has outpatient therapy services. Some of their residents that have gone home have requested private duty nurses. The Health Care Center is not licensed to provide this service. Adding assisted living services is still a few months away. Jennifer Augustine has completed the policies and procedures, and job descriptions necessary to be certified to provide home care services. The plan is to offer skilled nursing, home health aide, personal care, and supportive care services. The goal is to be licensed by Medicare and Medical Assistance by June 1, 2007. The certification survey will follow. More nurses may be needed but they are unsure at this time. Also, with nurses living in the different areas of the county, they will be able to do two time a day dressing changes. There are still many things to learn and sort out. Gene Jordan will keep the Health Department Director informed of their progress.
4. **Home Care Report:** The current census is 9. Most of the expenses are in for 2006. We are still waiting for more revenue. As of December 31, 2006, our revenue was \$124,880.32 and expenses were \$211,478.38. This leaves a deficit of \$86, 598.06. There could possibly be another \$10,000 in revenue coming. The Health Board discussed Northern Lights Manor Health Care Center starting a home care program. This will surely have an impact on us. Some patients will opt to go with Northern Lights. The Director was concerned about calculating the 2008 budget. Good felt the 2008 budget should mirror the 2007 budget. It would be a bigger issue if not enough was budgeted than if too much is budgeted. Good feels we need to break out the variable costs and fixed costs from the home care budget. He would like these figures for the next meeting. Abeles-Allison said we need to brainstorm about what our options are for our existing home care employees.

5. **Update on the Implementation of the Department of Agriculture Contract:** At the January 2007 County Board meeting, the amendment to the current Environmental Health ordinance was approved. The amendment was done to incorporate Department of Agriculture facilities. These facilities include retail food stores, gas stations, bakeries, coffee shops, temporary food stands that sell things like cotton candy and kettle corn, etc. The Department of Agriculture will be here in June to do training. We need another Registered Sanitarian on board before we can start this contract. The fees in the ordinance were adjusted to incorporate the Department of Agriculture facilities. Our regular facility fees were increased 10 percent. Recruiting ads for a Sanitarian will be placed in Minnesota and Wisconsin papers. Ads were also placed on the WI Environmental Health Association and the National Environmental Health Association websites. It is free to advertise on these sites. The deadline for applications is March 2, 2007. Part of the problem with getting someone is that we do not know what is happening with the Union contract. We do not know what the wage rate will be.
6. **Report on the NACO Leadership Institute – Millie Lindsey and Dee Kittleson:** The Leadership Institute had to do with health and access to health care. One of the assignments was to develop a plan for your area. The plan was included in the Board mailing. Mental health is one of the priorities in our Community Health Needs Assessment, so Kittleson and Lindsey decided to do a plan on mental health in youth. The Director has worked with CESA to apply for a Blue Cross/Blue Shield grant. The grant would be used to assess the community regarding mental health issues. If we are awarded the grant, CESA will administer it. The Health Department has some MCH dollars earmarked for this also. At the Leadership Institute, they discovered that access to health care and access to dental care are an issue in many areas of the country.
7. **Employee Wellness Program Report:** A resolution supporting Employee Wellness was forwarded to the Full County Board back in October 2006 and was approved by them. A grant for employee wellness was written to the insurance company in 2005. We were awarded the grant. We were finally able to spend the money this year. A smoke free campus policy has been approved by the County Board and will begin July 1, 2007. A health risk appraisal program was purchased and an employee health fair was held recently. There were 92 participants. Usually only 25 percent of employees participate on the first round and that is what the grant was written for. Another grant has been written asking for \$28,000. This will be for the health risk appraisal program, and further the activities and consultation for participants. The Director is in the process of writing the smoke free campus policy.
8. **Update on DuPont Barksdale Site – DuPont Environmental Investigation:** There was a public meeting held by DuPont on December 14, 2006. DuPont is focusing on cleaning up the low use areas of the DuPont Barksdale Site. They feel they can restore those areas for recreational use. 2,000 tons of TNT has been removed to date and there still a lot of TNT left. Six new sample wells have been installed. The focus is on the production area and the burning grounds. In 2006 they found elevated levels of lead and perchlorite. It is uncertain as to where the perchlorite is from. Perchlorite has never been found in the ground water in Wisconsin. They have been using the Federal standards since there are no standards in

Wisconsin for perchlorite. The level is lower than the Federal standards. DuPont is looking at experimental degrading of DNT and TNT. They are shipping samples to the University of Georgia. The school is trying some type of bacteria that degrades the DNT and TNT. They would like to continue studies along the drainage ditches. DuPont is continuing to investigate in the burning grounds area. Kittleson suggested summarizing DuPont's report for the Full County Board. The Director would like Chris Saari from the DNR to do this since he is the project leader.

9. **Update on Cabin Lake Area – DuPont Environmental Investigation:** The WI DNR did soil samples in the Cabin Lake area. The finding was that there is more salt in the ground than normal. DuPont has sampled soils for metals. The results are pending. There was a lot of metal debris. The bigger pieces that DuPont feels would hurt humans are being picked up. They will continue to look at the soils and extend their search for metal debris. Ground water sampling will not be done at this time. It is felt that the water there is so deep it would not be impacted. Once the soil studies are done, DuPont, along with WI DNR, will determine if groundwater needs to be sampled..
10. **Public Health Budget Report:** For 2006 the Public Health revenues are \$443,725.87. The expenditures are \$669,675.48. We asked for \$227,834 in tax levy for 2006. The tax levy used to date is \$225,949.61. We are still expecting more revenue, especially from the grants.
11. **Resignation of Tom Stone from the Board of Health:** Tom Stone e-mailed the Director in February saying he wanted to resign from the Board of Health. The Director has spoken with Elaine Kopp. She was a nurse at Bayfield County Memorial Hospital and Ashland County Health Department. She is willing to sit on the Board of Health. She will be an asset to the Board of Health. Good made a motion to recommend to the County Administrator that he write to her offering to appoint her to the Board of Health. The motion was seconded by Punjak. Motion carried.
12. **Discussion and Possible Action on Resolution to Accept the Tobacco Prevention and Control – Smoke Free Air Mini-Grant:** A grant was written for \$1,250. The grant revolves around Memorial Medical Center's smoke free policy. The grant will be used to support their decision to go smoke free. We would like to mirror their policy for Bayfield County. Good recommended the resolution be passed to the Full County Board for approval. The motion was seconded by Kittleson. Motion carried.
13. **Other Issues:** We have not heard anything from the Sheriff or the Administrator regarding jail health. As a result of the decision to make the Jail Health Nurse position a Health Department position, as it has been in the past, this makes the Home Care budget short of money since this was not the way we were told to budget for this position. Good said a resolution needs to be done to take money from the Jail Health budget and put it into the Home Care budget.

Good would like to have an Executive Session at the next meeting to discuss the home health employees. He wants to better understand the implications on this department and the

employees with Northern Lights Manor Health Care Center starting a Home Care program. This will just be a discussion; no action will be taken.

14. **Next Meeting Date:** Monday, April 16, 2007 at 4:00 p.m.

15. **Adjourn:** A motion to adjourn was made by Good, motion seconded by Williams. Motion carried. Meeting adjourned at 6:09 p.m.

Respectfully Submitted

Cathy Ekholm, Recording Secretary