

**BAYFIELD COUNTY  
HEALTH BOARD MEETING  
Monday, December 3, 2007 at 4:00 p.m.**

Present: Jim Beeksma, Wayne Williams

Absent: Dee Kittleson, Jim Crandell, Winefred Punjak, David Good, Elaine Kopp, Grace Heitsch

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

1. **Call the Meeting to Order:** The meeting was not called to order since there was not a quorum.
2. **Approval of October 1, 2007 Meeting Minutes:** The minutes could not be approved since there was not a quorum.
3. **Home Care Report**
  - a. **Census:** The census is down to four. It was decided that when these clients were due to be re-certified they would be turned over to another agency. Most already have Bay Area in the home for other services, so they chose to use Bay Area and have only one agency in the home. Northern Lights Manor Health Care hired a Home Care Supervisor. She was there two weeks and quit. No one else has been hired for the position as of yet.
  - b. **Update on Chang of Ownership:** The application was sent in. Approximately 30 days ago we received notice from Medicare that they had received the application and wanted additional information. The notice stated that we would hear within 30 days if additional information was needed. Gene Jordan, Northern Lights Manor, received the same request and notice. We are reaching the 30 day mark and have not heard anything more. The feeling is no news is good news. We need to put together a letter to be sent to our referral sources informing them of what is happening with the Home Care program. We need to inform them we will not be taking referrals once the transfer of ownership happens. We also need to contact past patients that we are going out of business and where to access their records. There will be a public notice in the paper. They would not have to come into the department to get their records. We could mail them if we have a written request. As we do now, we will have to keep a list of how patient records are disposed of by client with the date the record was disposed of, whether it is given to the patient or destroyed.
  - c. **2007 Budget Report:** We have only spent \$57,000 to date. We will not have a firm number on expenses until year-end close out is done in March. Part of the reason expenses are so low is that the secretarial position was not filled for so long. Revenues are below what was projected. We have not paid Northern Lights Health Care for their services for well over a month. We just received bills for May, June, and August in November. They total about \$6,000. Northern Lights Health Care is very lax on sending documentation on visits. We will get their bill and not have received documentation for some of the dates of service listed on the bill.
4. **Environmental Health Report**

Our Environmental Health ordinance states if the State increases their fees, we increase our fees. We have to reimburse 10 percent of the State's fees to the Division of Health each year for the facilities in Bayfield County. We need to raise our fees to keep in line with the State's. The Department of Health is looking at raising the reimbursement to 12 percent. The Department of Agriculture is talking about raising to their reimbursement to 20 percent. The Department of Agriculture is also talking about raising their license fees. If they go with their proposal, license fees will increase approximately 167 percent. A business being charged \$240 now will be in the area of \$600. The Department of Health has been fee generated supported for long time. The Department of Agriculture had other funds and those funds are drying up. They are trying to support their program

by increasing license fees. There was a public hearing the week of November 12 at the State level. Written testimony was received. This testimony will be evaluated. Increasing fees would be a huge impact on the operators in our County. The majority, if not all, of our operators are “mom and pop” organizations. Those earning less than \$25,000 will pay significantly more. Those earning more than 1 million would pay less. Department of Ag wants to charge based on square footage because it is too hard to verify income. The percentage we pay to the state is for questions we may have, help if we needs it, trainings, etc. Department of Ag and Department of Health were originally being reimbursed 20 percent but that was rolled back in the 1990’s. The Department of Ag wants this in place by July 1, 2008. Board has approved the fee increase. It will now be sent to the Legislature. Lindsey said she would like to write letter. She thinks a letter coming from a County, not just operators, will carry some clout. Legislators will be sent copies of the letter. It is expected the have to be made in the first quarter. Notices go out to operators on May for license renewals due on June 30. A decision like this will push operators not to renew license. That doesn’t necessarily mean they are going to go out of business. Then we will have to do enforcement. Penalties generated from this enforcement action do not go into our program; it goes into the County coffers. Most agent programs are like us, they are solely fee generated.

- a. **Staffing Update:** The new Environmental Tech, Chris Geis, started today. He has been working as an LTE for the state for a couple summers doing lodging inspections. He will be doing that here.
- b. **Department of Agriculture – Possible Increased Reimbursement:** Addressed above.
- c. **Department of Health – Possible Increase In License Fees:** Addressed above.

## 5. Public Health Report

- a. **Staffing Update:** The part-time clerical position has been filled. Kaci Lawrence was hired. She has worked for health insurance companies and physicians offices in the past. She has good computer skills and will be an asset to the Health Department.
- b. **2007 Budget Update:** \$237,000 was budgeted for public health for 2007. To date we have spent \$219,000. Sixty-six percent of the public health budget is funded by sources other than county tax levy.
- c. **Grants Update:** A Blue Cross/Blue Shield grant has been submitted. Our current Blue Cross/Blue Shield will expire March 2008. We receive notice that our grant application has been accepted. The grant will focus on wellness such as obesity prevention, phys activity, etc. We will be work with forestry on the Jolly trail. Solar lights may be added so people can use the trail in the evening. We will be doing overall wellness activities for the community like we have for Bayfield County employees. This is a \$450,000 grant. We will be working with Sawyer County, Red Cliff, LCO, and the University. We are required to have link between us and academia. We need access to college or university expertise. We are required to have a university partner and pay them. We already have a partner. He is getting to know the community. He is also working at understanding cultural competency with Native Americans. We also received notification of the School Nurse grant from the Department of Public Instruction. We are working with our school districts for this grant. We can’t write for it; a school district needs to. We are looking at providing more services to the two schools without nurses and then help the other two who already have nurses. One of the qualifications for this grant is that one school needs to have 70 percent of students qualify for free/reduced lunches. Bayfield School does. We are in the schools one day per week. There is so much more work that needs to be done. We have done a good job of working with young families and senior citizens, but we haven’t done much for this age group. All the schools have adopted a physical activity and nutrition policy but we don’t know if they implemented. That is part of the Blue Cross/Blue Shield grant. If the programs are not implemented, we need to find out what we can do to help. Cooks hours are being cut yet the schools have many more restrictions than even commercial restaurants. This is why schools

serve things like pizza, chicken nuggets, etc. They are easier to cook. A lot of recording has to be done on the cooks' own time because there is not enough time to do it.

**6 The Board may move in and out of Executive Session pursuant to Wisconsin Statutes 19.85, (1)(c)(f) for the purpose of discussing employee issues within the department**

Handed out a letter that was received from the Union which was what was to be discuss in closed session.

7. **Next Meeting Date:** Monday, February 4, 2008 at 4:00 p.m. in the EOC. Will schedule sooner if anything comes up with the Department of Ag.

8. **Adjourn:** There was no adjournment as there was only an informational session.

Respectfully Submitted

Cathy Ekholm