

**BAYFIELD COUNTY
BOARD OF HEALTH MEETING
Friday, April 9, 2010 – 10:00 A.M.**

Present: Jim Beeksma, Elaine Kopp, Wayne Williams, Winefred Punjak, David Good; Grace Heitsch at 10:15 a.m.

Absent: Dee Kittleson, Jim Crandall

Staff: Millie Lindsey, Cathy Ekholm

Others: Terri Timmers, Division of Public Health Northern Regional Office

1. **Call the Meeting to Order:** The meeting was called to order at 10:03 a.m. by Vice-chairman Beeksma.
2. **Approval of February 12, 2010 Meeting Minutes:** A motion to approve the minutes of the February 12, 2010 meeting as presented was made by Good; motion seconded by Williams. Motion carried.
3. **Possible Action to Move Agenda Items:** None.
4. **Review of 2010 Budget:** The Board reviewed the budget. Total expenditures to date are \$143,758 with \$34,669.00 in County tax levy. Revenues to date are \$109,089. Good made motion to receive the 2010 budget update and place on file; motion seconded by Williams. Motion carried. The PHER grant paid all the expenses for H1N1 activities.
5. **Local Health Department – Accreditation – Terri Timmers, Northern Regional Office of Public Health:** Accreditation is something new in Public Health. There has never been a national set of standards for Public Health. The Public Health Accreditation Board was organized and formalized and is responsible for setting standards and developing the process for accreditation for Public Health. Right now accreditation is voluntary but down the road not being accredited may affect the ability to get funding. The CDC may provide incentives to health departments that are accredited. The CDC plans to have 80 percent of the population covered by accredited health departments by 2015. Health Departments must have a strategic plan and a community health improvement plan completed during the accreditation process. Bayfield County Health Department has agreed to be one of the local health departments to begin going through the process to see what is required, doing an assessment, and where the standards might currently be met and where there may be some challenges. A sampling of pages from the Local Self-Assessment Tool was given to the Board. During the accreditation process, the Health Board and the Department Director would put all the information together and it would be peer reviewed by someone from the Public Health Accreditation Board and other health departments around the country. This helps make health departments accountable and will positively affect the department and the community. Since 2000, the State of Wisconsin has been doing a formal review; looking at how local health departments are meeting the statutory requirements.
6. **Community Health Improvement Plan – In 2010 the Health Department will Complete its Five Year Community Health Improvement Plan:** The Community Health Improvement Plan will be updated this year. We have started the process with a community health survey. We want to know what the community thinks about the health of their friends, neighbors and themselves. This will help us develop our plan. We solicited responses to the survey at several locations throughout the County. It is available at the libraries, on the county's website, distributed to the towns and others. Once the data is gathered we will look at our present plan and comparing it to this survey.
7. **Discussion and Possible Action to Accept the ARRA Immunization Grant:** With this grant we are able to increase immunization activities. It was pointed out that the third paragraph has a date of 2001 instead of 2011. We will be going into the schools. The challenge has been getting children up to date with immunizations. Doing immunizations in the schools makes it easier for parents to get their children immunized. Under this grant, more immunizations are made available to adults without charge. HPV is now available for males and females up to age 26. MMR, Varicella, Tdap, Hepatitis

A and Hepatitis B are all available to adults free of charge. A motion to accept, as corrected, the ARRA Immunization Grant funds, amending the 2010 budget and forwarding on to the full County Board for approval was made by Good; motion seconded by Kopp. Motion carried.

8. **Discussion and Possible Action to Adjust 2010 Health Department Budget:** A motion to approve the resolution as presented and forward on to the full County Board for approval was made by Good; motion seconded by Heitsch. Motion carried.

9. Environmental Health

- a. **Discussion and Possible Action Regarding Charging a Transient Non-community Well Re-sampling Fee:** This was discussed at our last meeting. We would like to charge \$20 per sample to the operator if they get an unsafe sample. Sometimes we have to go in five times for re-inspections. This does not affect the majority of our facilities. Last year we only had one. A motion to adopt the policy was made by Good; motion seconded by Heitsch. Motion carried.
- b. **Discussion and Possible Action Regarding Smoke-free Law Implementation:** After our last meeting a directive was issued by the State that the Department of Justice is responsible for enforcement of the smoking ban. Upon speaking with corporation council, we found we had to take out the clause about charging a re-inspection fee. Corporation Council felt the policy should be revised because it could be interpreted as enforcement. We also cannot withhold their license. All we can do is refer it to the sheriff's department. Operators should be informed at the time of the visit where smoking was observed that we would be referring them to sheriff's department. Members of the Board questioned the wording "tobacco smoke observed". Does this mean it is seen or just smelled? The policy should be written so anyone who reads it would know that it means smoke or a smoldering cigarette is seen. A motion was made by Good to adopt the policy with the revision that whoever reads this policy will know it means seeing smoke or smoldering cigarettes; motion seconded by Beeksma. Motion carried.
- c. **Inspections Report:** The registered sanitarians are doing an excellent job inspecting tourist rooming houses.

10. Employee Wellness Activities

- a. **Grand Opening of the Superior Fitness Center:** We now have an employee fitness center in the basement of the Annex Building. The number one comment from employees who came to view it was that there were no machines. There are hand weights, elastic pulls, videos, and exercise balls. A punching bag will be set up. We also have classes; yoga, body pump, self-defense, etc. The fitness center and the classes are available to employees and their families. Every person who uses the fitness center, even those who just attend the classes, need to sign a waiver. The Wellness Committee is working on addressing the liability issues with having mechanical machines available. Those on the Wellness Committee feel the County is moving in right direction. Every year we do some type of exercise challenge. This year we are looking at a challenge to decrease our carbon footprint. We are looking at challenging the City of Bayfield and City of Washburn employees. This is our first initiative at reaching out to the community.

11. Staffing Updates

- a. **Registered Dietitian:** A dietician has been hired. She is starting Monday, April 12, 2010. Her name is Jennifer Jako. She will be a supervisor. Her time will be split 90 WIC and 10 percent public health.
- b. **Public Health Educator:** We have been looking for a public health nurse for some time now. There hasn't really been anyone qualified. The Director approached the Administrator about hiring a public health educator instead of a nurse. The health department staff was asked for their opinion and the staff is agreeable. The public health educator would be heavily involved with the accreditation process. Their strength is educating the community. A public health nurse's strength is educating families and one on one. We would be look for someone who has expertise in writing newspaper articles and has expertise in doing community presentations on a variety of topics. This person would need a degree in Community Health Education or in a related field.
- c. **Reclassification for Cathy Ekholm:** Cathy has asked for a reclassification. The Director agrees with the reclassification request and it has been forwarded to the Administrator. She has not

heard from him to date. It was felt by the members of the Health Board that the Health Board did not need to wait for the Administrator to approve it first. If the Board is in support of it, it should not matter if it is acted upon before Administrator approval or after. A motion was made by Kopp to support the reclassification; motion seconded by Heitsch. Motion carried.

12. Next Meeting Date: Friday, June 11, 2010, 10:00 a.m. in the EOC.

13. Other Issues: None.

14. Adjourn: A motion to adjourn was made by Kopp; motion seconded by Williams. Motion carried. Meeting adjourned at 11:17 a.m.

Respectfully Submitted

Cathy Ekholm, Recording Secretary