

BAYFIELD COUNTY
BOARD OF HEALTH MEETING
Monday, August 16, 2010, 4:00 p.m.

Present: Dee Kittleson, Beth Meyers, Wayne Williams, Elaine Kopp, Winefred Punjak, Jim Crandall, John Bennett

Absent: Grace Heitsch, MD

Staff: Jennifer Jako, Cathy Ekholm, Michelle Crowell, Katie Hampston

Others: None

*** **AGENDA** ***

1. **Call the Meeting to Order:** The meeting was called to order at 4:02 p.m. by Chairperson Kittleson.
2. **Approval of June 17, 2010 Meeting Minutes:** A motion to approve the minutes of the June 17, 2010 meeting minutes as presented was made by Williams; motion seconded by Kopp. Motion carried.
3. **Adoption of Agenda:** There were no changes to the agenda. Introductions were made because the new Public Health Nurse, Katie Hampston, was in attendance.
4. **Review of 2010 Budget:** Everything is on track. There are no concerns.
5. **Review of Proposed 2011 Budget:** The 2011 budget was reviewed. There was a question regarding why the wages are down and fringes are up between the 2010 and 2011 budgets. It was explained that there are new employees, some of which will not start until after the budget is due. Without knowing what they will be taking for health insurance, which is \$20,600 for the family plan, the budget was calculated for them taking the family plan. The increase in the environmental health revenue was questioned. The Board was informed that this is due to the sanitarians now charging for re-inspections. We should see an increase in revenues. The bottom line remains the same as 2010. A motion to approve the 2011 budget as presented and pass it on to the Administrator was made by Crandall; motion seconded by Meyers. Motion carried.
6. **Environmental Health:**
 - a. **Inspections Report:** The report was reviewed. There was a question regarding fees for the temporary restaurants. It was explained that there is no charge for non-profit groups, those stands that are licensed by the Department of Ag pay \$35 for the inspection, all other stands pay \$45 if the application is received at least one week prior to the event and \$55 if the fee is received less than one week before the event or if the fee is collected at the event. The fee needs to be paid for each event.
7. **Staffing Updates:**
 - a. **Public Health Educator:** Pete Morrissette was hired as our Public Health Educator. He works two days per week. This is a new position in the department and it is still being developed. He will be working mostly on needs identified from the Community Needs Assessment. He is planning to do some education in the schools. We are planning to do some outreach to see who could use him out in the community. The Board suggested possibly working with extension with the inmates.
 - b. **Public Health Nurse Position:** The new nurse started today.
 - c. **Environmental Health Sanitarian:** Anne-Marie has been here about six weeks. She is doing a good job.
 - d. **Health Department Director/Health Officer Posting Update:** The Director/Health Officer position will be advertised through August 21. The plan is to have Mark AA., Terri Timmers, Jennifer J., and Dee K. do the initial screening. The Administrator would like a panel of five for the final interview. Mark mentioned having Crandall, Kittleson and Dr. Heitsch as part of the five. The invitation was extended to any other Health Board member who would want to be

involved. When a date is set the members of the Health Board will check their schedules to see who can attend.

- 8. Flu Clinic Update:** The CDC is recommending we start immunizing as soon as we get the vaccine. We should be getting it the first part of September. The Health Department is involved in the SIC (Superior Influenza Coalition) group. The group will start meeting in August. It will be decided at the meeting when to start vaccinating, when and where clinics will be held, and how much to charge. This is a collaborative effort between all providers in the area. Jako stated she would like to hear specific concerns regarding clinics from the Health Board and the County Board. The clinics for all providers is in one ad and run in all the area papers. The Connection in Iron River is a new paper and the clinics should be advertised there also. Williams will get contact info. There was mention of linking to school and/or city websites for a link to our website for the schedule. The Health Board would like to see clinics later in the evening and possibly on Saturdays. The Board was informed that clinics for EMT's were scheduled in the evenings to do flu shots and TB tests. That takes up a lot of our evenings. We try to work around their schedule of when they are having meetings. Meyers said to send the schedule to her at CORE and she will put it on CORE's Facebook page.
- 9. Alcohol Abuse Reduction Taskforce:** Approximately six weeks ago the District Attorney and Brenda Spurlock asked if the Health Department would be interested in working with them to start a task force to address alcohol problems. With having a public health educator in the department it seemed like something that was doable. They meet approximately one time per week. Craig H., Brenda S., Jennifer J., Pete M., Cheryl H., and Ian M. are a part of the task force. Teen Court may be included to get their input. A letter was sent to operators who sell alcohol in the County asking them to be responsible operators. We received positive feedback from the letter. The Board would like to get a copy of the letter. We are doing a design contest about alcohol. We are hoping to get prevention dollars from Human Services to do a billboard and yard signs. Pete will be attending trainings at Hazelden regarding alcohol abuse. It's a curriculum and possibly we can pilot this in one school to get him in to the school once per month to do education. The signs are about \$5 each. It is about \$300 to design the billboard and then approximately \$300 per month and it would be a minimum of six months. There was a suggestion to partner with the schools for funds to help with signs. There was also a suggestion to solicit donations. Beth suggested soliciting donations. Kittleson and Crandall will check to see if the Health Department can solicit funds.
- 10. Next Meeting Date:** Monday, October 18, 2010, 4:00 p.m. in EOC. Dr. Heitsch will be contacted to see what days/times work best for her. If we need to do something different it can be discussed at the meeting in October.
- 11. Other Issues:** We will not be having someone manning the booth at the fair. We will have handouts available. Terri is planning to do blood pressure checks on one of the days.
- 12. Adjourn:** The meeting was adjourned at 4:57 p.m.

Respectfully Submitted

Cathy Ekholm, Recording Secretary