

**BAYFIELD COUNTY**  
**BOARD OF HEALTH MEETING**  
**Friday August 19, 2011 – 10:00 A.M.**

Present: John Bennett, Winefred Punjak, Elaine Kopp, Dee Kittleson, Grace Heitsch  
Absent: Beth Meyers, Jim Crandall, Wayne Williams  
Staff: Terri Kramolis, Jennifer Jako, Cathy Moore, Katie Hampston, Anne-Marie Coy  
Others: Marilyn Jenkins, Northwest Wisconsin Tobacco-free Coalition

- 1. Call the Meeting to Order:** The meeting was called to order at 10:03 a.m. by Chairperson Kittleson.
- 2. Approval of June 17, 2011 Meeting Minutes:** A motion to approve the minutes of the June 17, 2011 Board of Health meeting was made by Bennett; motion seconded by Kopp. Motion carried.
- 3. Adoption of Agenda:** No changes.
- 4. Presentation by Marilyn Jenkins, Northwest Wisconsin Tobacco-free Coalition:** Marilyn handed out a packet of information on smokeless tobacco products and the new line of smokeless tobacco products. These products do not resemble traditional smokeless tobacco and are using candy flavorings and bright colors to make these products more appealing to young people. The purpose and the makeup of the NW WI Tobacco-free Coalition explained. The Coalition is working on smoke-free air and the WI WINS program. The WINS Program focuses on ensuring vendors are not selling tobacco products to minors. There is an 800 number citizen complaint line if someone wants to report a business where they have seen evidence of smoking. It is 1-800-NO-SMOKE. This can be anonymous or you can provide your contact information. They are also working with FACT (Fight Against Corporate Tobacco) which is a youth program fighting big tobacco. The Quit-Line is still available.
- 5. Review of 2011 Budget:** The budget was reviewed. There was a question as to why there was no money budgeted in the mileage line for the public health educator. It was explained that there will be money in that line item when the Duluth Superior Area Community Foundation Grant is approved by the County Board. The budget report is to be placed on file.
- 6. Review of 2012 Budget:** Kittleson was concerned that the bottom line was the same as 2011. She is concerned that the County Board will probably cut some. Kramolis said the Level III award document is coming. Being a Level III Health Department will give us a 10 percent increase in funding instead of the 10 percent decrease we would have had. This means our grant funding should remain level. It was explained that the grant amounts are our best guess. The contracts have not been negotiated at the State level yet so we don't know what our funding will be. Heitsch made a motion to accept the 2012 budget as presented and move it forward to the Administrator; motion seconded by Kopp. Motion carried.
- 7. Discussion and Possible Action Regarding Resolution Accepting the Duluth-Superior Area Community Foundation Grant:** A motion to approve the resolution accepting the Duluth Superior Area Community Foundation Grant and forwarding it to the Full County Board for approval was made by Heitsch; motion seconded by Bennett. Motion carried.
- 8. Discussion and Possible Action Regarding Resolution to Amend the 2011 Budget:** A motion to approve the resolution amending the 2011 budget and forwarding it to the Full County Board for approval was made by Bennett; motion seconded by Kopp. Motion carried.

**9. Environmental Health:**

- a. Inspections Report:** The sanitarians have been busy with inspections and well water sampling. They are trying to get well testing done during the summer. We contract with the WI DNR to do sampling for the TNC (Transient Non-community) wells. Every five years we need to do a full inspection of the well from the water outlet to the well. We get paid from the WI DNR to do this. The report was reviewed and is to be placed on file.
- b. Water Lab:** The well water samples are only good for 24 hours for bacteria testing. That means we need to collect the sample and get it to the lab right away. This takes a lot of time and mileage. We are planning to start a water testing lab for bacteria testing in-house. We would still send out the nitrate and nitrite samples. They are good for 28 days. We could also do bacteria testing for the general public.

**10. WIC Program:**

- a. Current Lease:** The lease for the current building does not expire until November. The building went into foreclosure and now the bank is managing it. There have been many maintenance issues with this building. The lease for the new building has been reviewed by the Administrator and Corporate Council and has been signed. A letter was sent to the bank stating that the month of August would be our last rent payment; we would not be paying September or October rent. We have not heard from the bank on this so it is assumed the bank has accepted this. WIC will be moving to the new building on August 30, 2011.
- b. Move to New Location:** We received additional infrastructure money to help pay for the move, renovations, etc. Part of the building has a basement and WIC will have a large storage space. The new office will be one block up from the present location.

**11. Immunization Program Audit:** The Vaccine for Children (VFC) Program was explained to the Board. Since we are a VFC provider we are open for audit. The audit process was explained. We did very well. The only flag was that we are not administering the Rotavirus but we will be starting that soon.

**12. Staffing Update**

- a. AHEC Intern:** We write to this program for an intern. If we are granted an intern, AHEC pays for him/her. Our intern this year, Liz Chiquoine, is in the pre-med track. She did assessment activities for the Community Health Improvement Plan combining Ashland and Bayfield Counties. We had another nursing student in BSN completion program come in to complete her community health rotation.

**13. Oral Health Program Update:** Missy is still not back. She worked two fluoride clinics and had another surgery. This time of year we should be scheduling sealant clinics. Missy is a contracted employee through GeminiCares. There was discussion as to how long we could go without a hygienist. Kramolis spoke with the Administrator informing him we managed to salvage the program by contracting a temporary hygienist and utilizing our staff. She also spoke to the Administrator about the possible need to contract another hygienist through GeminiCares. We were awarded the Seal-A-Smile Grant again this year. We received enough funding to purchase new equipment. Last year we were awarded around \$8,000; this year we were awarded around \$15,000.

**14. Next Meeting Date:** October 21, 2011 at 10:00 a.m. We will plan to have the meeting at the WIC Office. Include the street address for the WIC Office.

**15. Other Issues:** We contract with UW-Oshkosh for students to do beach testing. We had a fair amount of closures again this year. Thompson's West End Beach has been listed as an EPA impaired site because of the number of closures. Anne and Terri K spent time walking the beaches. Then they met with the supervisor for the beach testing program and asked for a summary report. There is a culvert

that empties right at the beach. What may be happening is that this culvert was rerouted when the streets were redone. The culverts were raised so water sits underneath them and gets stagnant. When it rains, this water washes down into the beach water. UW-Oshkosh will bring a data summary to this committee or the City of Washburn with recommendations on what can be done to fix this and the cost. The Board felt the report should come to the Health Board and then the Health Board will bring it to the City of Washburn. If someone from UW-Oshkosh has the report in time for our October meeting we will have the meeting here instead of at WIC. We can have a special meeting if need be.

The Superior Influenza Coalition (SIC) met yesterday. It is a committee of all providers of flu vaccine. Items discussed were how much vaccine is in the community, who's giving what type of vaccine, what is being charged, etc. We do not have any vaccine in-house yet. We have cut our order in half because we had so much left over last year. People can get vaccinated many other places than the Health Department.

**16. Adjourn:** The meeting adjourned at 11:20 a.m.

Respectfully Submitted

Cathy Moore, Office Manager