

BAYFIELD COUNTY BOARD OF HEALTH
Meeting Minutes
Monday, January 30, 2006 – 4:30 P.M.

Present: Neil Paulson, Marco Bichanich, Jim Beeksma, Ken Jardine, Winefred Punjak, Dee Kittleson

Absent: Tom Stone

Staff: Millie Lindsey, Lynn Frechette, Cathy Ekholm

Others: Elizabeth Skulan, Bayfield County Human Services Director; Mark Abeles-Allison, Bayfield County Administrator

1. **Call the Meeting to Order:** The meeting was called to order at 4:30 p.m. by Chairman Jardine.
2. **Approval of September 26, 2005 Meeting Minutes:** A motion to approve the minutes of the September 26, 2005 meeting as presented was made by Bichanich; motion seconded by Beeksma. Motion carried.
3. **Discussion and Possible Action Regarding Suggestion of a Combined Health and Human Service Board:** This item appeared as number 10 on the agenda but was moved to number 3 as Elizabeth Skulan and Mark Abeles-Allison were in attendance to discuss this with the Board of Health. Copies of documentation including a summary document of the survey and comments, responses to the survey, and the December 20, 2005 meeting summary were distributed. Jardine stated that this matter was discussed at the Health Board's September 2005 meeting and all Health Board members voted against it, except Paulson who abstained. Lindsey explained the conclusions she drew from the survey comments. Abeles-Allison said that discussion of this item began at budget preparation. The Health Board members discussed the length and format of the meetings with a combined Health and Human Service Board. Abeles-Allison went on to explain that this may be something that does not work for Bayfield County. It can always be set aside and revisited in the future. He is requesting that the respective boards appoint two members to sit on an ad hoc committee to review the information presented here; gather more information and to share input from their respective board/committee with the ad hoc committee and make recommendations back to the respective board/committee. Abeles-Allison added there was a feeling that the combined board increased the sharing of resources and improved communication between departments. Jardine was of the opinion that improving communication between departments was up to the department heads, not the responsibility of the board/committee. Lindsey said Frechette sits on the Aging Board and social workers communicate with the nurses almost daily. Kittleson would like to hear from both departments what they will gain by combining boards. Paulson felt the only way to get answers is to study the issue more. He would like members who would be willing to sit on the ad hoc committee be picked at this meeting. Discussion was held as to who would be willing to sit on this committee. A motion was made by Paulson to appoint Jim Beeksma and Dee Kittleson to the ad hoc committee. Motion seconded by Bichanich. Motion carried. Human Services will be appointing their two members at their February 23, 2006 meeting.
4. **Home Care Update:**
 - Home Health Report: The current client census is at 11. We continue to receive referrals and use the therapy services. Medicare raised the reimbursement rate by 3 percent for 2006.
 - 2006 Budget Update: The Board was given a condensed copy of the 2006 Home Health budget. We are not far enough into the year to have much to report for expenses. We will have a better idea of how the 2005 budget is ending up by next meeting. Most of the revenue and expenses should be in by then. A motion was made by Bichanich; seconded by Beeksma to accept the home care budget report as presented.
 - Contract with Northern Lights Health Care Center Regarding Contract for Home Health Aide Services: We have had a very hard time in the past with hiring someone for a position with such limited and varying hours. We are contracting with Northern Lights Health Care for a home

health aide. This is working well for us. We have one aide that does most of the work for us and there are others trained as backups.

5. **Resolution Regarding the 2006 PEER Counseling Grant:** The purpose and requirements of the grant were explained to the Board. We must hire someone who has breastfed for more than six months and has been a WIC participant. The goal of the grant is to increase the length of time women breastfeed their infants. A motion was made by Paulson to commend Lindsey and her staff for capturing additional grants and to forward this grant to the full County Board for approval; motion seconded by Beeksma. Motion carried.
6. **Resolution Regarding the 2006 Early Intervention and Detection of Pregnancy (EIDP) Grant:** This is the first time Health Departments have been able to write for this grant. Every woman of childbearing age that meets with a Health Department staff member will receive information on family planning. The grant objective is to increase the number of women who seek family planning services and increase the number of women who receive primary health care early in the pregnancy. A motion to accept this grant and forward it to the full County Board for approval was made by Paulson; motion seconded by Beeksma. Motion carried.
7. **Resolution Regarding the 2006 Seal-A-Smile Grant:** This grant was obtained through the Wisconsin Children's Hospital. We received \$8,620. This grant is to purchase more equipment for our school dental and oral health programs. A motion to accept this grant and forward it to the full County Board for approval was made by Bichanich; motion seconded by Kittleson. Motion carried.
8. **Resolution Regarding the 2005 Oral Health Survey Program Grant:** With this grant we did a survey on the oral health of all third graders. The survey will provide information about the oral health status of third graders in Ashland, Bayfield, Iron, and Price Counties. A motion to accept the grant and forward it to the full County Board for approval was made by Paulson; motion seconded by Bichanich. Motion carried.
9. **Resolution Regarding the 2005 Oral Health Early Childhood Caries Prevention Program (Fluoride Varnish) Grant:** A motion to accept this grant and forward it to the full County Board for approval was made by Paulson; motion seconded by Bichanich. Motion carried.
10. **Resolution Regarding the 2006 Oral Health Early Childhood Caries Prevention Program (Fluoride Varnish) Grant:** A motion to accept this grant and forward it to the full County Board for approval was made by Paulson; motion seconded by Bichanich. Motion carried.
11. **Public Health Update:**
 - 2006 Budget Update: The Board was given an overview of the 2006 public health budget. Public health revenue sources were explained. A motion to accept the public health budget report was made by Bichanich; motion seconded by Beeksma. Motion carried.
 - Influenza Report: Influenza activity is still low in our community. It is expected to peak in a few weeks. A description of and the purpose of the Influenza Coalition was explained to the Board. As a group they have decided to be proactive next year. They will be reviewing and discussing the information the CDC plans to release to the public for next year.
 - Update on Bio-terrorism Plans: An exercise of the mass dispensing and public health preparedness plans was done. Changes will be made to the plans and submitted to Jan Victorson, Bayfield County Emergency Government. Staff needs to be educated on Incident Command. There needs to be more communication with MMC, Ashland County, and other agencies that will be involved. The question of how new employees in the various agencies would be educated was brought up. It was explained that the best we can do is educate on a yearly basis. We are working on the County's pandemic plan. We will be doing a functional exercise of these plans next year. The exercise will incorporate Red Cliff.

- Update and Discussion on Open Positions in the Health Department: Elizabeth Mannik, Public Health Nurse, has announced her retirement. Her last day will be February 24, 2006. We are recruiting for the position. We are also recruiting for a dental hygienist and a PEER Breastfeeding Coordinator. Both of these positions will be contracted positions through Gemini Employee Leasing Inc. We are recruiting for an Environmental Health Technician. This is an LTE position. This person will inspect tourist rooming houses and collect the transient non-community well water samples.

12. Environmental Health Report:

- Discussion Regarding Citations: Two citations were issued since the last Board meeting. The first took the case to court and was ordered to pay the citation. The second also took the case to court and was ordered to pay \$243. The second case was a person operating without a license. He was in the process of obtaining the property. The previous owner also operated without a license.

13. Next Meeting Date: The next meeting is scheduled for Monday, March 6, 2006 at 4:30 p.m. Beeksma asked if the Health Department would be doing a health fair at the County fair this year. An appropriate location for conducting the health fair was discussed. So much can be done with a health fair that blood pressures, etc., if there is enough lead time.

14. Adjourn: A motion to adjourn was made by Beeksma; motion seconded by Bichanich. Motion carried. The meeting was adjourned at 6:00 p.m.

Respectfully Submitted

Cathy Ekholm, Recording Secretary