

Winnebago County Health Department Board of Health Minutes ONLY



Public Health
Prevent. Promote. Protect.
Winnebago County
Health Department

Date: May 20, 2022 **Time:** 7:30-9:30am **Location:** ZOOM
Join Zoom Meeting: in person Room 120 at the County Administration Building, 112 Otter Avenue and
<https://us06web.zoom.us/j/86813717759?pwd=bXVmNDIKYUR5Wi9mQ2JHWTB6V2RPQT09>

Meeting ID: 868 1371 7759; Passcode: 478055; one tap mobile: +13126266799; +1 312 626 6799

| Attendees: | | | | | | |
|------------------------------|-------------------------------|-------------------------|----------------|---------------|----------------------|------------|
| Rachel Youngquist | Jeffrey J Beem | Ralph Harrison | Mike Norton | | Paula McNeil | |
| Toby Vanden Heuvel | Lois Gruetzmacher | | Ashley Mukasa | Heidi Keating | Melissa Stahmann | Anne Boyce |
| Jamie Thibodeaux | Ashlee Rahmlow | Julia Salomón | Alana Erickson | Doug Gieryn | Shelley Brown-Giebel | Kay Horan |
| Invited Guests/In attendance | | | | | | |
| Eric Smiltneek | Conley Hanson, District 26 | Kay Horan District 5 | | | Susan Garcia Franz | |
| Not in attendance (excused) | | | | | | |
| Karen Powers District 25 | Sarahjean Schluechtermann | | | | | |

| Topic | Who | High level overview; Important discussion points; decisions. | Any action needed? By whom? |
|-------------------------------|-----------|---|--------------------------------|
| 1. Call to Order | Chair | <ul style="list-style-type: none"> Meeting called to order at by: 7:34 am by Doug Gieryn. Roll call: Jeffrey Beem, Ralph Harrison, Lois Gruetzmacher, Mike Norton, Paula Mc Neil, Toby Vanden Heuvel, Rachel Youngquist. <p>Please state your name when speaking on zoom and when making a motion or seconding, so note taker can accurately attribute notes to that person. Note taker: If any voting items are on the agenda, please note who voted and how. Thank you.</p> | |
| 2. Roll Call | Secretary | Do we have a quorum? YES BOH voting members present: Ralph Harrison, Mike Norton, Rachel Youngquist, Jeffrey Beem. | |
| 3. Approval of Minutes | Secretary | <ul style="list-style-type: none"> Motion to approve previous meetings minutes (March 2022) reviewed. <ul style="list-style-type: none"> Motion to approve minutes by: Mike Norton Second by: Ralph Harrison Voting: All in favor. | |
| 4. Public Comment | Public | Any public comment? None at this time. | |

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| <p>5. Business</p> | <p>Various</p> | <p>Agenda items</p> <p>A. Welcome New Board of Health</p> <ul style="list-style-type: none"> a. Introductions. There are 9 member of the Board of Health, five voting members and four citizen members. b. Elections: <ul style="list-style-type: none"> i. Mike Norton motioned for Rachel Youngquist for BOH Chair, Jeffrey Beem 2nd. ii. Jeffrey Beem motioned for Ralph Harrison, no 2nd. iii. Mike Norton motioned to end nominations for Chair, Lois G seconded. iv. Chair: Rachel Youngquist: votes: all in favor. c. Rachel Youngquist opened a motion to elect a Vice Chair <ul style="list-style-type: none"> i. Rachel Youngquist nominated Mike Norton, he declined. ii. Ralph Harrison nominated Jeffrey Beem, he declined iii. Jeffrey Beem nominated Ralph Harrison; Mike Norton 2nd iv. Rachel Youngquist motioned to end nominations. v. Vice Chair: Ralph Harrison: All aye d. Secretary: Rachel nominated Mike Norton <ul style="list-style-type: none"> i. Seconded: Jeffrey Beem ii. Vote: all in favor. iii. Mike Norton, Secretary of BOH e. Establish meeting schedule: <ul style="list-style-type: none"> i. Doug Gieryn provided a history of why BOH meetings were moved to 3rd Friday of the month (timing with County Board meetings and P and F meetings for voting items) ii. Discussion ensued on whether or not the BOH meetings should continue to be in the AM of if they should be rescheduled for the afternoon. iii. Mike Norton made a motion for BOH to meet monthly on 3rd Friday at 7:30 am. Ralph Harrison seconded. iv. Voting: all in favor. BOH meetings will be held on the 3rd Fridays of the month at 7:30 am at the CAB building or unless otherwise specified. v. All meetings will be provided in hybrid mode (in person and virtually). vi. Recorded meetings will be here on County Board Calendar: https://www.co.winnebago.wi.us/county-clerk/meetings <p>B. Director and Staff Update – introductions and brief reports</p> | |
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| | <p>Doug (Health Officer):</p> <ul style="list-style-type: none"> Organizational Chart for WCHD provided. WCHD is a department made of about 50 staff. During COVID-19 additional staff were hired as temporary staff to assist with our pandemic response. Public Health Orientation resources were sent to members via email, prior to the meeting. Brief explanation of current vacancies and continuous posting process by HR. Brief explanation of pilot to merge Outagamie County WIC division and Winnebago Co. WIC. However due to some challenges, the pilot to merge will not be continuing. <p>Anne Boyce (Environmental Health):</p> <ul style="list-style-type: none"> May 18 was the last day for our inspector Jacklyn Morales. Jacklyn took a position in her home town (South Milwaukee/St Francis Health Dept). Position was posted; recruitment is ongoing. <p><u>Sanitarian:</u> (licensing and inspections of establishments) ~80%</p> <ul style="list-style-type: none"> Renewals for licenses went out last week and are due June 30, 2022. Working on completing our inspections by the end of June. Events: starting: soccer tournaments, festival of spring, farmers markets, Hmong Memorial Day soccer tourney. <p><u>Environmental:</u> (inspection of wells, radon consultation, lead environmental inspections, beach and boat launch sampling, air, water, mold, etc.) ~20%</p> <ul style="list-style-type: none"> The lead abatement project coordinator starts on Monday May 23. He has a background in Radon Mitigation systems and construction and will lead HUD/state grant funded lead abatement projects. Staff completed training on meth lab cleanup, harmful algal blooms and cross connections Environmental Health Staff with help from UWO Student Nurses properly disposed of over 1200 pounds of unwanted medication at the drug sort in April at Oshkosh Police Dept Beach/boat launch testing will be starting the week after Labor Day. <p>Ashlee (Community Health and Prevention):</p> <ul style="list-style-type: none"> CHP works with residents and partners on system and policy change to create equitable conditions and improve community health Current areas of focus: | |
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| | | <ul style="list-style-type: none"> ○ Housing, Transportation, Substance Use (prevention, Harm Reduction, Recovery), Social Connectedness ● Five Community Health Strategists in the division; currently there is one open Community Health Strategist position. Interviews scheduled June 1st and 2nd <p>Jamie (Women, Infant and Children [WIC]): <i>on PTO</i></p> <ul style="list-style-type: none"> ● Nutrition Education and provision of WIC vouchers for pregnant women, infants and children under five years of age. Additional services provided as well (Diaper bank, referral to other services such as immunizations, Farmer Market vouchers, Fit Families [additional nutrition education and physical activity], breastfeeding peer counseling). ● Currently providing services virtually due to emergency order. <p>Heidi (Planner):</p> <ul style="list-style-type: none"> ● Working on the Community Health Assessment (CHA), a collaborative process of collecting and analyzing data and information about the health of the community. <ul style="list-style-type: none"> ○ Forming community advisory team. ● The CHA informs the CHIP (community health improvement plan), a community owned strategic plan to address community health priorities. ● Conducting a CHA and CHIP at least every 5 years are requirements included in Administrative Code 140. ● Department has a strategic plan and each division develops their action plans based on goals from the strategic plan. <p>Julia (Admin): The administration division supports staff and builds division capacity to serve the community.</p> <ul style="list-style-type: none"> ● Recruiting for Public Health Aide position (vacant due to retirement). Interviews scheduled for late May. ● Recruiting for Policy and Equity Specialist (vacant due to staff leaving to another county that offered the family leave and schedule that fit her family needs better) ● Welcome new Accounting Beverly (Bev) Slusarski who has been with WCHD now for one month (has been a county employee for 7 + years). Been working together very closely for the past three- or four-weeks onboarding Bev who is streamlining some accounting processes for us and catching on quickly to specific duties and deadlines. | |
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| | | <ul style="list-style-type: none"> • Currently working on projects interrupted by COVID (e.g. updating written policy and procedures, technology inventory, Division planning, etc.). <p>Melissa: (Communicable Disease):</p> <ul style="list-style-type: none"> • We follow infectious or transmissible diseases, which are capable of causing illness in the community. • We provide surveillance systems for the purpose of controlling the incidence and spread of communicable disease. • We receive reporting one Category 1,2,3 level diseases • Team continues to provide guidance and education for the community and LTCF and Congregate settings to prevent transmission of disease. • Most current county diseases we follow: Norovirus, COVID, LTBI, STI's, & influenza. • Prior to the pandemic we had an average 1,200 communicable diseases to follow up. <p>TBD/currently vacant (Policy & Equity Coordinator):</p> <p>Ashley (Communications):</p> <ul style="list-style-type: none"> • Continue to work on COVID communications <ul style="list-style-type: none"> ○ Weekly Situation Update ○ Website updates to www.winnebagopublichealth.org and www.wcvaccine.org ○ Social media ○ Increase community awareness of vaccine clinics via flyers, advertisements, direct mailers, etc. • Reminder: You can help raise awareness of www.wcvaccine.org by sharing the promotional resources in the toolkit on our website. We worked with local community advocates to create the materials, and you can find posters, social media graphics, and videos in multiple languages in the toolkit. Please use and share these resources to direct people to www.wcvaccine.org for vaccination locations and information. • Working with WIC to get information out about formula availability and guidance during the shortage. Working with media and the Oshkosh Area Community Pantry to raise awareness of their stock of formula. <p>Sarahjean (Epidemiologist): <i>On PTO</i></p> <ul style="list-style-type: none"> • Role of the Epidemiologist: Lead and assist in the design, implementation, analysis, and interpretation of public health data across the health department and with community partners. | |
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| | <ul style="list-style-type: none"> • Sarahjean led the department's work in providing the community with COVID data. Worked closely with our communication specialist and other staff. <p>Shelley (Emergency Preparedness):</p> <ul style="list-style-type: none"> • Public Health Emergency Preparedness assists and promotes the ability of a community to prepare for, withstand, and recover from a public health incident in both the short and long term. The specialist position crosses divisions to assist in that goal. <ul style="list-style-type: none"> ○ Continuing to work on COVID-19 response efforts in testing coordination. ○ Support vaccination efforts in operationalizing clinics. To date (Jan. 2021, 27th 2021 May 18th 2022) completed 283 separate Winnebago County vaccine clinics. ○ Assisting staff on completing Incident Management Systems training. This is a grant requirement. ○ Wrapping up 2021-22 grant cycle. PHEP grant total of \$139,052. ○ Attended the Local Emergency Planning Committee (LEPC) Meeting. Focusing on community chemical hazards. <p>Alana (Healthy Lifespan): Healthy Lifespan general overview: https://docs.google.com/presentation/d/1aKpV1ws3wlllfdeNal6vWKL00pLD1evEazhLYrPB_g/edit?usp=sharing</p> <p>Family Child Health:</p> <ul style="list-style-type: none"> • Preparing education/presentation for policy makers. Earmark 10% of all ARPA funds into a Thrive Communities: Early Childhood Investment Fund. Use of Funds: Details on page 2. • WPR Interviews local First Five Fox Valley (F5FV): Local organization says Wisconsin children under 5 facing developmental delays due to pandemic • All referrals back on (breastfeeding, home visits, prenatal care, car seats, cribs) – cases are much slower/complicated than pre-COVID. Using the rest of '22 to deliberately engage with our participants to learn more about their needs and desired services to strategize future budgets. Meanwhile, our FCH team is taking all referrals and triaging out to partners if possible – taking on the cases that need a safety net. Grant funding/purposes and alignment have shifted in the past 2 years (examples: not billing Medicaid for PNCC, no longer seeking DOT Grant for car seats). | |
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| | | <p><u>WWWP</u></p> <p><u>Promoting Healthy Aging</u></p> <p>C. Budget Transfer – PHAST grant \$148,102 – vote</p> <ol style="list-style-type: none"> a. Ashlee R. provided a history and description of the funding. b. Mike Norton motioned to approve; Ralph seconded it. c. Voting: all in favor. <p>D. Budget Transfer – Lead Abatement Program – vote</p> <ol style="list-style-type: none"> a. Doug provided background about this grant, what it would cover, etc. b. Mike made a motion to approved c. Lois G seconded d. Voting: all aye. <p>E. COVID-19 Response Update:</p> <ol style="list-style-type: none"> a. Doug provided a description of what is currently happening related to COVID-19 and went over data and reviewed the latest COVID-19 communication. <p>F. Board of Health Orientation</p> <ol style="list-style-type: none"> a. WCHD organizational structure (updated 5/17/2022) b. Board of Health Orientation slides c. What is a Local Public Health Department and What Does it Do? d. What is the Board of Health and What Does it Do? <p>G. Doug Gieryn: Award Health Officer of the Year award. Congratulations Doug!</p> <p>H. WCHD Excellence in Health Promotion Award also awarded to WCHD.</p> <ol style="list-style-type: none"> a. Highlights collaborations between WCHD (all involved in vaccine and community partners) | |
| <p>6. Next Meeting</p> | <p>Board Chair</p> | <ul style="list-style-type: none"> • Next tentative meeting will be: June 17th, 2022. 7:30 am | |

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| 7. BOH Members' Report | | <ul style="list-style-type: none"> Housing related grant 10.5 million dollars in which various community partners will receive a portion of this grant. WCHD will support the county executive will be administering the grant once the grant is received. This is still very early in the process. | |
| 8. Adjourn | Board Chair | <ul style="list-style-type: none"> Motion to adjourn at 9:45 am by: Mike Norton <ul style="list-style-type: none"> Second by: Ralph Harrison Vote: all in favor. | |

*This meeting is also being posted as a Committee meeting for: • Facilities & Property Management

Upon request and 24 hours prior notice to the Office of the County Clerk, provisions will be made for people with disabilities. Phone Number: 232-3430

Mission: WCHD protects and promotes health through services, partnerships and equitable practices and policies so all can live their best life.

Vision: Healthy people building thriving communities.