

**BOARD OF HEALTH MEETING**  
**Friday, March 6, 2015**  
**7:30 a.m.**  
**Winnebago County Health Department**  
**1<sup>st</sup> Floor Conference Room, County Administration Building**

**CALL TO ORDER:** The meeting was called to order by Chairman Shiloh Ramos at 7:30 am

**ROLL CALL:** Board members present were: Chairman Dr. Shiloh Ramos; Dr. Jan Edelstein, Thomas Egan, Thomas Ellis; Dr. Sam Hofman, Ann Marshall, Mike Norton; and Rachel Youngquist.

**EXCUSED:** None

Also present: Health Department Director Doug Gieryn; Anne Boyce, Environmental Health Supervisor, Cindy Draws, PH Nurse Supervisor; Anna Carpenter, Health Educator, Emily Dieringer, Health Educator

**APPROVE MINUTES:** Moved and second, Ellis/Egan to approve the Minutes from February 6, 2015. Motion carried 7-0, voice vote.

**BUSINESS:**

**A. Director's and Staff Activity Report**

**Doug Gieryn – Director**

- Health Department office in Neenah will move out of Neenah City Hall and into the Human Services building in Neenah.
  - Waiting to hear what space will be made available.
  - There will be a savings of 16-17 thousand dollars from the lease however there may be future remodeling costs associated with the move.
  - A placard notifying residents the Health Department office will be in the Human Services building as of June 29<sup>th</sup> is posted at Neenah City Hall.
  - Former Neenah Health Department employees will remain primarily located in the Neenah office unless they choose to relocate to the Oshkosh office.
- Due to holidays falling on the 1st Friday in April and July, the Board of Health meeting will move to the 2<sup>nd</sup> Friday.
- 140 Review done every 5 years by the State is scheduled for July 10<sup>th</sup> beginning around 8 or 8:30 and lasting approximately 3 hours. Board of Health members are invited to attend as a way to learn about mandated requirements. The results of the review will dictate the department composition & services, level, and Board composition.
- Board of Health members are encouraged to attend the WPHA-WAHL DAB annual conference at the Kalahari Resort in Wisconsin Dells May 19-21.
  - Funding is available for those who wish to attend but don't have a funding source.
- Environmental Health did very well on the State Food Program Self Assessment for 2013-2014.

**Anne Boyce – Environmental Health Supervisor**

- Temporary Event inspections included fishing tournaments and a polar plunge.
- Staff continued their education with 50 hours of online classes.

**Cindy Draws – Nurse Supervisor**

- Refugees

- One new refugee arrived in February.
- Completed the 1<sup>st</sup> Trimester for the current contract year.
- Dental is the biggest issue that is seen, followed by LTBI.
- Communicable Disease
  - In a review of the past 3 years: Hep C numbers are declining, STI cases are consistently high, We continue to be in a pertussis outbreak, fewer cases but still occurring.
- Outbreaks
  - In 2014 we followed 36 outbreaks 3 food borne, \_\_\_ respiratory, \_\_\_ GI occurring in LTCF, CBRFs, schools and restaurants..
- The number of home visits and medication setup visits are increasing.
- Strong Bones is an evidence based program to increase balance & strength thereby reducing the number of falls as well as decreasing the injury severity should a fall occur.
  - Having a coordinator for the program helped strengthen the program and expanded the number of locations where the program is offered.

**Emily Dieringer – Chronic Disease Prevention (re:THINK)**

- Launched the coalition reorganization process of merging committees.
  - Nutrition / Physical Activities will be one committee.
    - Priorities chosen include: Farm 2 School, Health in Planning/All Policies, Real Happy Hour, County Bike/Ped Plan, and SmartPlate.
  - Tobacco / Alcohol / Mental Health will be the other committee.
    - Priorities partially tied to DFC grant.
    - Leadership Structure and priorities will be chosen soon.
  - Working to create a new Leadership Council as more “advisory/visionary.”
- Integrating Health Educator staff with RN’s in the Family & Child Health program.
  - Looking to promote Farm 2 School and Active Schools activities daycares and Winneconne schools.

**Doug Gieryn – WIC**

- Site visit went well.
- Funding is based on a level of 97% and we are at 90% so an adjustment is expected.
- e-WIC, the electronic card that replaces vouchers was rolled out in Sauk County.
  - Easier to load benefits onto the card.
  - Reduces the stigma associated with the use of vouchers
  - Farm Market vouchers will still be issued this year.

**B. 2015 Budget Update**

- Received a \$10,000 donation for Health Education needs.
- The \$3,006 telephone entry is a coding error.
- The final statement for 2014 is not yet finished.

**C. Chapter 9.14 Ordinance Amendment on E-cigs – Doug Gieryn / Anna Carpenter**

- Clarify/amend to include heating as well as lighting in order to cover any future devices for the delivery of nicotine.
- Clarify vehicle coverage.
- Discussion included making sure the use of nebulizers would not be affected.

- Vote on this ordinance will be delayed until clarification is obtained.

**D. Chapter 11 Ordinance Amendments and Fees – Doug Gieryn / Anne Boyce**

- In reviewing fees, the goal was to try and limit increases to 2%.
  - Discussed the fee increase to Temporary Inspection Fee and Non-Profit Temporary Permit.
- Working towards having an online food safety quiz the applicant would need to pass prior to obtaining a Temporary permit.
  - Will pilot the quiz this year as a way to educate the public.
- Discussed how other communities handle temporary events.
  - Discussed the potential for outbreaks which are labor intensive with regards to: tracking patients, identifying exposure, identifying cause.
- Outbreak numbers can fluctuate from one jurisdiction to another based on how aggressively they are reported and followed up on.
- Comparison figures requested by the Board.

**Motion to accept the 2015-16 Permit Fee Schedule. Moved and Second, Norton/Hofman. Motion carried 8-0, voice vote.**

- Reviewed amendments to Chapter 11 Health and Social Services Ordinance  
**Motion to accept the amendments to Chapter 11 Health and Social Services Ordinance. Moved and Second, Norton/Hofman. Motion carried 8-0, voice vote.**

**E. Resolution on Transportation Alternatives Plan funding – Doug Gieryn**

- Reviewed Resolution to support restoration of complete streets, replacement of \$2 million in the transportation alternatives program, and funding for the stewardship program.

**Motion to approve and support the resolution going forward to the Legislative Committee. Moved and Second, Norton/Hofman. Motion carried 8-0, voice vote.**

- Doug was instructed to send a letter to the County Board on behalf of the Board of Health.

**F. Budget Transfer – Walkability Grant and other adjustments – Doug Gieryn**

- Discussed transfers for: Heroin Task Force, Infrastructure Grant, additional MCH grant funds, decrease in Radon grant funds, increase in Immunization grant funds, Walkability grant.

**Motion to approve and support the resolution going forward to the Legislative Committee. Moved and Second, Norton/Ellis. Motion carried 8-0, voice vote.**

**NEXT MEETING: April 10, 2015, 7:30 am** County Admin Building, 1<sup>st</sup> Floor Conference Room.

**REPORTS:**

**Mike Norton**

- March 16<sup>th</sup> is a workshop on Effective Communication With Elected Officials
- May 15<sup>th</sup> is the Legislative Breakfast at Miron in Neenah

**Motion to adjourn, Egan/Norton. Motion carried, 8-0 voice vote.**

Board of Health Minutes  
March 6, 2014  
Page 4 of 4

Respectfully submitted,  
Mary Capen, Recording Secretary