FOREST COUNTY COMMITTEE MEETING MINUTES

COMMITTEE: **BOARD OF HEALTH** PLACE: **Forest County Board Room**

**Courthouse, Crandon, WI**

DATE: **Thursday, April 3, 2014** TIME: **5:15 P.M.**

MEMBERS PRESENT: Melinda Otto, (Chairperson), Larry Berg, Dr. Perry, Paul Millan

MEMBERS ABSENT: Jack Matuszewski, Candy Dailey, Amy Kuebler

OTHERS PRESENT: Jill Krueger, R.N. (Agency Director)

1. APPROVAL OF AGENDA: Meeting was called to order at 5:15 p.m. by Chairman Otto.
Motion by Berg, seconded by Millan to approve the agenda. Motion carried. *(Attachment #1)*
2. APPROVAL OF MINUTES OF PREVIOUS MEETING: Motion by Millan, seconded by Berg, to approve the minutes of the previous meeting. Motion carried.
3. PUBLIC HEALTH ITEMS:
	1. BUDGET- we are on track for the first quarter, 2013 final budget balance is +$2,731
	2. HEALTH PLAN-

Over 60 people signed up for the Couch to 5K program next week. The Market materials are ready to be approved and then we will send them out and start advertising. Naked Acres Farm is applying for a grant for equipment to accept Food Share and credit cards. We are still able to sign people up for the Community Supported Agriculture programs. Interns will be starting end of May and beginning of June. We plan to have the Harvest event at the fair again.

* 1. ACCREDITATION UPDATE- Review: Completed a self assessment in 2012 and gave each of the 12 domains a score. Decided to work on three areas with the lowest score: Policies and Procedures Review, Quality Improvement training, written plan and QI projects, Develop a Strategic Plan. Over the course of 2012 and 2013 we have completed a strategic plan, quality improvement plan, completed several quality improvement projects and trainings, we continue to tweak our performance management plan and tracking system and policy and procedure updates. 2014 we will complete another self assessment using the revised tool. We are working on organizing files electronically and will be getting ready for our 140 review (5 year review) with the state according to WI Statute 250. Another area to strengthen this year could be BOH orientation and evaluation of health officer and board members. Next meeting would like to have this on the agenda. Orientation binder was given to newest member Otto.
	2. LEGISLATIVE UPDATE- Shared the WPHA Legislative grid, Highlighted the Workplace wellness initiative which will be available to businesses with less than 50 employees. We will share more information as it becomes available. There is also legislation being proposed to allow raw milk to be sold. Public health does not support the sale of Raw Milk due to potential for illness and outbreaks. There is legislation being proposed to exempt E- Cigarettes from the smoke-free laws. Public health is against this due to the limited research available on the safety of the vapors and the potential harm.
	3. ANNUAL REPORT- Committee reviewed the draft report – still waiting for dental numbers, the report will be sent to committee members for the county board meeting on the 15th and will also be posted on the health dept. website.
	4. STRATEGIC PLAN- Summarized the progress: 1. Accreditation- as noted above,

2. Workforce development- plan to complete a thorough assessment by the end of the year, 3. Financial- developed a budget tracking system, exploring revenue generating programs such as different lead testing, looking at upcoming retirement and reviewing need to replace the position. Also looking at areas where we are not as efficient and cost effective, such as off site clinics for immunizations. 4. Community Health Improvement Plan- looking at increased collaboration, developing work plans and evaluation of the plans, engaging new partners. We are working within our two coalitions and both have developed work plans and are working on incorporating evaluation measures into the plans. We have engaged new partners with Ministry and Economic Development.

* 1. COUNTY HEALTH RANKINGS- 68th overall which is the same as last year. Reviewed the rankings website and discussed some of the ranking measures that have gotten worse and some that improved. Physical environment we rank #1 which has improved from 26th last year. Social and economic factors has decreased from 62nd to 70th which is concerning, especially looking at high school graduation rates declining. Director will be discussing rankings at the upcoming coalition meetings in April. We also submitted quotes to the state for a media release but I haven’t seen it yet. Would like to do a local media release as well.
1. LIFELINE UPDATE- Currently have 10 units that have come back due to deaths or nursing

 home placements. We will consider advertising the program if this continues.

1. GRANT UPDATES- WIC- Monitoring visit in May, Immunization – audit in April, Lead- CLIA lab

 review, MCH- Child Death Review training April 15th, Well Women- looks like might be extended

 into 2015, Preparedness- Regional exercise completed in March and we will be continuing work

 to alert the general public and special populations planning. We have a Mutual Aid MOU in

 place with health departments in our region. Other: We were awarded the grant to purchase

 car seats.

 6. OLD MATTERS AS PERMITTED BY STATUTE: none

1. NEXT MEETING DATE: The next meeting date was set for Thursday June 19th at 5:15 p.m. in

 the County Board Room.

1. ADJOURNMENT: Motion to adjourn by Berg, seconded by Millan. Motion carried. Meeting

 adjourned at 6:20 p.m.

Submitted by Jill Krueger 4/4/14