

FOREST COUNTY COMMITTEE MEETING MINUTES

COMMITTEE: **BOARD OF HEALTH**

PLACE:

**Forest County Health Dept
Courthouse, Crandon, WI
5:15 P.M.**

DATE: **Thursday, July 21, 2016**

TIME:

MEMBERS PRESENT: Melinda Otto (Chairperson), Larry Berg

MEMBERS ABSENT: Kellee Gallion, Amy Kuebler, Dr. Rebecca Perry, Candy Dailey

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

1. ROLL CALL
2. APPROVAL OF AGENDA: Meeting was called to order at 5:20 p.m. by Otto. Motion by Berg, second by Otto to approve the agenda. Motion carried. (*Attachment #1*)
3. APPROVAL OF MINUTES OF PREVIOUS MEETING: Motion by Berg, second by Otto, to approve the minutes of the previous meeting. Motion carried.
4. PUBLIC HEALTH ITEMS:
 - a. BUDGET- 2016 midyear budget report reviewed. (*Attachment #2*)
 - b. HEALTH PLAN UPDATE- Next planning meeting July 26th at St. Mary's Hospital in Rhinelander. Community Garden Celebration will be September 9th.
 - c. LEGISLATIVE UPDATE- Director will be meeting with local legislators in August along with the tobacco coalition.
 - d. STRATEGIC PLAN UPDATE- Director is working on finalizing the workforce development plan. All staff will be completing the public health core competencies assessment this month.
 - e. PROGRAM UPDATES- WI WINS inspections were done in July and four businesses sold tobacco products to minors. The citations were mailed. Director shared results of an environmental tobacco scan summary that was conducted at three local retailers. The overall themes were that while there were many fruity flavors offered at all three locations, there were no advertisements directed at children and all tobacco products were located behind the counter/registers. We are currently investigating two health hazards and there have been several dog bites investigated in the past couple of months and one bat incident.
 - f. ANNUAL REPORT- The annual report was reviewed last meeting with a draft final budget report. Director shared a final summary of the public health budget that will be added to the 2015 annual report. (*Attachment #3*) Otto motioned to accept the report, Berg second and motion carried.
5. GRANT UPDATES- The state conducted a monitoring evaluation of the WIC program in June which went well. We will receive a final report in August. We have completed mid-year

reviews of the Prevention and MCH grants. We are on target to complete all grant objectives. This fall we will be working on a special grant to increase adult flu immunization rates.

6. OLD BUSINESS- Director presented information to the personnel committee on June 20th to propose language changes to the smoking section of the personnel handbook to include electronic delivery devices. Personnel committee approved the changes and it will be presented to full county board in August.
7. NEW BUSINESS-none
8. OTHER MATTERS AS PERMITTED BY STATUTE- none
9. NEXT MEETING DATE: The next meeting date was set for Thursday, October 20, 2016 at 5:15 p.m. in the County Board Room.
10. ADJOURNMENT: Motion to adjourn by Otto, second by Berg. Motion carried. Meeting adjourned at 5:50 p.m.

Meeting Minutes recorded by Jill Krueger, Director, 7/21/2016