

FOREST COUNTY COMMITTEE MEETING MINUTES

COMMITTEE: **BOARD OF HEALTH** PLACE: **Forest County Health Dept
Courthouse, Crandon, WI**
DATE: **Thursday, January 19, 2017** TIME: **5:15 P.M.**

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

MEMBERS ABSENT: Kellee Gallion, Amy Kuebler

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

1. ROLL CALL
2. APPROVAL OF AGENDA: Meeting was called to order at 5:00 p.m. by Otto. Motion by Berg, second by Millan to approve the agenda. Motion carried. (*Attachment #1*)
3. APPROVAL OF MINUTES OF PREVIOUS MEETING: Motion by Millan, second by Berg, to approve the minutes of the previous meeting. Motion carried.
4. PUBLIC HEALTH ITEMS:
 - a. BUDGET- no update
 - b. HEALTH PLAN UPDATE- Meeting January 23rd to finalize the implementation plan and promotion plan. The three priorities are chronic disease, alcohol and mental health. The Coalition for Activity and Nutrition is working on their annual work-plan which will include several challenges, work with UW Extension on the walking trail app; working with Aging to offer some walking trail visits; and working with the library on some naturalist activities. There is a regional master bike/ped plan being developed this year and we have the opportunity to give input. We are currently expanding the Strong Bones program, (three more people will be trained in March). Community gardens to be improved upon are Laona day care, Crandon City, Wabeno Friends, and Crandon School. We will be planning a garden walk this summer and also a City garden luncheon with the Aging Meal Sites. The Community Coalition of Forest County is working on a prescription drug grant to increase awareness of the 24/7 drop box, possibly do drop off events at the tribes, personal medication lock boxes, drug officer training, and establishing a drug endangered child team. We are still trying to connect with the AODA/Mental Health Coalition of Oneida and Vilas counties and are looking at suicide prevention training this year. We have also given mini grants to the schools for leadership activities.
 - c. LEGISLATIVE UPDATE- In December I met with Representative Mursau to discuss our youth tobacco issue and sales of tobacco to minors. In November US Department of Housing passed a rule to restrict smoking in public housing (*Attachment #2*).
 - d. STRATEGIC PLAN UPDATE- Review of 2012-16 strategic plan goals and status. Goal 1 Public Health Accreditation: While we have sustained support from the BOH for accreditation, the fees have increased and staffing has decreased so we are not in a position to start the application process at this time. Board expressed agreement with continuing to work on meeting the standards but that we are not in a position to apply with the current fee structure. Goal 2 Workforce Development: We have a workforce development plan and will be creating individual training plans based on public health competencies this first quarter of the year. Goal 3 Financial management: We have developed budget tracking spreadsheets to help monitor our expenses more accurately. Goal 4 Community Health Plan Collaboration: We are actively working with three coalitions in Forest County and recently collaborated with Oneida and Vilas

Counties and the hospital system to complete the health plan. There will be a steering committee that will monitor and evaluate progress.

We will be working with UW Extension on the next Strategic Plan in April or May this year.

- e. **PROGRAM UPDATES-** We would like to reevaluate the home visits for injections. We currently have one client receiving Vit B injections in her home and her daughter is unwilling to be taught how to give the injections. We do not charge for this service and it is actually quite costly to send a nurse with mileage and time included. Since Home Health programs will work with families to teach them injections, we would like to discontinue monthly visits. We are willing to keep this client on unless we can refer to a different agency. Board expresses agreement with this.
Communicable disease update: Pertussis outbreak in Oneida and Vilas Counties over 40 confirmed cases and over 30 probable cases. No positive cases in Forest County since August 2016. We have been communicating with the schools and checking in on increased illness and absences. Tdap vaccination continues to be offered for free. In November we had a GI illness outbreak at a local bar/restaurant in which a group of people became ill after eating. DATCP and DHS investigated and we are still awaiting a final report.
 - f. **ANNUAL SERVICES AND FEES-**see attached list. Need to increase the fees for radon test kits and rid shampoo to cover the cost. Motion made by Dailey, Second by Perry to approve the 2017 annual fees and services (Attachment #3).
 - g. **REVIEW OF BOARD OF HEALTH AUTHORITIES AND PUBLIC HEALTH STATUTES**
Tabled until next meeting when most current board member is present.
 - h. **WI WINS UPDATE-** Northwood's Tobacco Free Coalition is looking into ways we can decrease our sales to minors. Forest County sales have increased even after we did extra education to clerks and gave new signs to each store. One suggestion is to increase the fines for repeat offenders and/or fine both the clerk and the owner if the establishment sells and the clerk is trained. Our current citations can be from \$200 to \$500. We typically issue a \$200 citation. Director had spoken with Corporation Counsel and he had no objection to increasing the fine or fining both the owner and clerk. The board would like to discuss this at the next meeting.
- 5. **GRANT UPDATES-** none
 - 6. **OLD BUSINESS-** none
 - 7. **NEW BUSINESS-** none
 - 8. **OTHER MATTERS AS PERMITTED BY STATUTE-** none
 - 9. **NEXT MEETING DATE:** The next meeting date was set for Thursday April 20, 2017 at 5:15 p.m. in the County Board Room.
 - 10. **ADJOURNMENT:** Motion to adjourn by Dailey, second by Berg. Motion carried.
Meeting adjourned at 6:00 p.m.

Meeting minutes recorded by Jill Krueger, Director 1/20/17