

FOREST COUNTY COMMITTEE MEETING MINUTES

COMMITTEE: **BOARD OF HEALTH**

PLACE:

**Forest County Health Dept
Courthouse, Crandon, WI
5:00 P.M.**

DATE: **April 24, 2017**

TIME:

MEMBERS PRESENT: Melinda Otto (Chairperson), Larry Berg, Candy Dailey,

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

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 Dailey to approve the agenda. Motion carried. (*Attachment #1*)

3. APPROVAL OF MINUTES OF PREVIOUS MEETING: Motion by Dailey, second by Berg, to approve the minutes of the previous meeting. Motion carried.

4. PUBLIC HEALTH ITEMS:

- a. BUDGET- Review of 2016 budget: Auditors reviewed last week and waiting for final report. We will be carrying over some funds from Lifeline and Community grants and overall there were excess funds for public health.
- b. HEALTH PLAN UPDATE- Plan is posted on websites for Forest, Oneida and Vilas counties. We are working with coalition work-plans, goals and objectives and strategies. We also have a quarterly steering committee that will continue to meet to review data and evaluate progress of the plan.
- c. LEGISLATIVE UPDATE- Director wrote a letter to the Joint Finance Committee in support of communicable disease funding for local health departments.
- d. STRATEGIC PLAN UPDATE- none
- e. PROGRAM UPDATES- Director submitted contracts to the Family Care Managed Care Organizations for the Life Line program. We will need to have the contracts in place before July 1st in order to continue to provide the service to those clients transitioning to Family Care.
- f. REVIEW OF MISSION, ORG CHART, BOH ROLES, AUTHORITIES AND PH STATUTES: Director reviewed these with the board (see attachments). Director will meet with newest board member Gallion to review them prior to the next meeting.
- g. SHARPS COLLECTION: Currently there is no sharps collection program in the county. The Health Department is receiving weekly calls from the public. The Community Coalition of Forest County has agreed to assist with some of the cost of a community sharps collection. Director has consulted with the medical waste facility and the Department of Natural Resources protocols for sharps collection. The Health Department would like to offer a community sharps collection in May and then discuss the possibility of offering a permanent collection site depending on the demand and the

capacity of the department.

- h. HEALTH HAZARDS UPDATE: Health Department has had several requests to declare housing condemned and neither the director nor the public health nurse is comfortable with entering or assessing dilapidated buildings. We typically will post the building uninhabitable and then request to see inspection reports from the owner. We have two cases that are being followed up on currently.
- i. ANNUAL REPORT UPDATE: Director is working on the annual report and will have it completed for the full board in June. The programs and number of services offered remains very close to last year's numbers.

- 5. GRANT UPDATES: We will be partnering with Food Wise UW Extension to work with the Wasmogishek Food Pantry to get a system in place for growing and harvesting foods for the pantry. We received a generous donation from the Carter Casino Diabetes Golf Outing of over \$5,000. We will be meeting to discuss potential programs.
- 6. OLD BUSINESS- WI WINS PROGRAM: The counties that are involved with the Northwood's Tobacco Free Coalition are working on preparation for this year's inspections and due to the increase in sales to minors over the last few years, we would like to fine both the owner and the clerk if the clerk is trained and sells tobacco products to a minor. The fines can be up to \$500 each, we would like to keep the fine at \$200 but fine both. Motion by Otto, second by Berg to approve the double fining of the owner and the clerk if the clerk who is trained sells tobacco to a minor. Motion carried.
- 7. NEW BUSINESS- The Health Department has received a resignation from our staff nurse. We will be discussing posting the position with the clerk and Personnel Committee.
- 8. OTHER MATTERS AS PERMITTED BY STATUTE- none
- 9. NEXT MEETING DATE: The next meeting date was set for July 24, 2017 at 5:00 p.m. in the County Board Room.(CHANGED to July 17th, 2017 at 5:00 p.m.)
- 10. ADJOURNMENT: Motion to adjourn by Berg, second by Otto. Motion carried.
Meeting adjourned at 6:00 p.m.

Submitted by Jill Krueger, Director