

# FOREST COUNTY MEETING MINUTES

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COMMITTEE: HEALTH  
DATE: January 6, 2021  
TIME: 4:30 PM  
PLACE: COUNTY BOARD ROOM

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## MINUTES

1. Call to Order: meeting called to order at 4:33pm by Lynne Black.
2. Roll Call: present: Lynne Black, Cheri Collins, Tina Anderson, Candy Dailey, Rebecca Perry. Absent: Susan Moore. Others present: Jacee Shepard
3. Approve meeting agenda: Motion by Collins to approve agenda, second by Anderson, all ayes, motion carried.
4. Approve minutes of previous meeting: Motion by Anderson to approve minutes from previous meeting, second by Collins, all ayes, motion carried.
5. Public Comment: no public comment.
6. Discussion and Possible Action – COVID-19 updates: Shepard shared daily update with a total of 876 positive COVID cases as of 1/6/2021. Shepard shared updates to the daily data update to include probably cases and other additional data that they will be sharing moving forward.  
Shepard shared that COVID grant funding from the state that they are receiving has changed. The Health Department will be receiving \$92,600 to be used by the end of June, 2021 and is specific to contact tracing and disease investigation. This is a change from the \$275,000 that they thought the department would be receiving to use until November, 2022. Shepard shared that there still may be additional funding coming available at a later date but this is what is confirmed now. With this change, she proposed that the request for increasing the Public Health Clerk and Public Health Assistant hours from 35-40 be reviewed after one year rather than two years that was agreed upon at previous meeting.  
Motion to amend previous motion to increase Public Health Clerk and Public Health Assistant hours from 35 to 40 and review after 6 months and to forward to personnel for approval by Collins, second by Anderson, all ayes, motion carried.  
Shepard shared that the health department was able to fill out a survey to request COVID vaccine from the state for Phase 1a individuals. Phase 1a includes frontline healthcare workers and residents and staff in long term care facilities. She is unsure if we will get any vaccine allocated to us at this time but will continue to request vaccine for the individuals in the county that fall into the current phase that the state is in.

7. Discussion and Possible Action – WIC Project Nutritionist Position and WIC program options: Shepard explained that there was one qualified application for the position, but this person is not a registered dietician. Per state WIC policy the Project Nutritionist needs to be a Registered Dietician. Applicant can fulfill all other duties of the job description- WIC Director, Breastfeeding Coordinator and Community Health Specialist. Two options are available from the state to move forward with applicant: 1. Hire part-time Registered Dietician for oversight or 2. Merge WIC programs with another county. Shepard explained she had a meeting with WIC State Regional and Oneida County to discuss potential merger. Committee discussed pros and cons of each option.  
Motion by Black to set up interview for applicant at upcoming joint Personnel/Health meeting, second by Collins, all ayes, motion carried.  
Motion by Collins to pursue part-time Registered Dietician for oversight to fulfill WIC program requirements and forward to Personnel for approval, second by Anderson, all ayes, motion carried.
8. Discussion and Possible Action – additional committee members: no action at this time.
9. Discussion on other health department program updates: Shepard explained staff have started to work on other important program objectives and getting involved in coalition work again as they have been able.
10. Future Agenda Items: spend down plan for COVID grant, additional committee members
11. Next meeting date: Wednesday, February 3<sup>rd</sup>, 2021 at 4:30pm
12. Adjournment: Motion to adjourn by Anderson, second by Collin, all ayes.  
Meeting adjourned at 6:00pm.

Submitted by Jacee Shepard, Director on 1/8/2021.