

VILAS COUNTY PUBLIC HEALTH BOARD MEETING

DATE: September 10, 2009

Chairman Ron DeBruyne called to order the regular meeting of the Vilas County Public Health Board at 9:32 a.m. on September 10, 2009 in the Vilas County Justice Center Conference Room, Eagle River, WI.

Present: Ron DeBruyne, Al Bauman, Jim Behling, Ed Bluthardt, Linda Thorpe, Dan Paretsky, Colleen Gorrilla, Becky DeMuth, Gina Egan, and Wendy Budde.

Absent/Excused: Dawn Gapko, Terrance Moe and Randy Samuelson.

2. Motion by Bauman, second by Bluthardt to approve agenda to be discussed in any order by the Chair. Carried.

3. Motion by Bluthardt, second by Bauman to approve minutes of August 12, 2009 meeting. Carried.

4. **Approve Staff Attendance at Upcoming Meetings:** Motion by Bauman, second by Gorrilla to approve staff attendance at all upcoming meetings. Carried.

9/16 – Heidi Nikolayko to attend Chemical Hazard Assessment Training in Tomahawk.

9/20-9/23 – Heidi Nikolayko to attend 5th National Summit on Smokeless & Spit Tobacco in Madison – overnight

10/2 – Wendy to attend WEDSS Training in Wausau

10/9 – Gina to attend Child Death Review Conference in Kimberly – overnight

6. **Set Flu Shot/Pneumonia Cost for 2009-2010 Flu Season:** Committee is given handout containing flu shot prices in surrounding counties. Discussion. Motion by Bauman, second by Bluthardt to set the flu shot cost at \$15.00. Carried. Motion by Bluthardt, second by Bauman to set pneumonia shot cost at \$30.00. Carried.

5. **Seasonal and H1N1 Flu Clinics/Staffing Needs:** Egan speaks about the PHER (Public Health Emergency Response) grant which is available through the State of Wisconsin. Phase 1 and 2 of the grant Vilas County will receive approximately \$33,000.00. Phase 3 funding has not been determined yet but is expected to be about \$10,000.00 more. The economic stimulus package has designated approximately \$6,000.00 to the Health Department to assist with adult and adolescent immunization campaigns. PHER funding can be used for things like equipment, and staff wages. Discussion.

Egan informs committee that the seasonal flu clinics will start October 15. The H1N1 Clinics have not yet been determined as it is unknown when the vaccine will be available. The target groups for the H1N1 vaccine are pregnant women, children 6 months to 24 years, healthcare workers and first responders, and those under 64 years of age with health problems. At this time they are recommending 2 doses, 3 weeks to a month apart. The Health Department will be obtaining volunteers to help with the clinics, 4 to 5 nurses to help administer shots and data entry help.

Egan informs the committee that the Office Depot will only accept direct payment or a credit card to order the signs to help direct the flow of people at the mass clinics which were approved at the last Public Health meeting. Motion by DeBruyne, second by Bluthardt to request the use of the County credit card from the Finance Committee. Carried.

18. Northland Pines High School – School to Work Program: The Northland Pines High School Scholl to Work Coordinator Mike Gerlach speaks to the committee. There are 7 students currently seeking job shadowing experience in the healthcare field. Two people have been placed and he is looking for placement for 5 more individuals. Dan Paretsky talks about the positive experiences he is had in the past with this program at the Eagle River Animal Hospital.

Motion by Bauman, second by Paretsky to approve placing two students with the Health Department and forward to the Personnel Committee if necessary to proceed. Carried.

7. Departmental Continuity of Operations Planning Survey: The Committee is given a copy of the survey titled NEWMAC, Northeast Wisconsin Mutual Aid Compact, Continuity of Operations Department Information. This survey will be passed out at the Department Head meeting today. Discussion.

8. Equipment Purchase: Three bids were obtained for the purchase of a pharmacy refrigerator for the Health Department. Motion by Bauman, second by Bluthardt to accept the bid from Helmer, with an alternate bid from Brrr Refrigeration if the Helmer cannot be received on a timely schedule, and forward on to the Public Property Committee. Carried. The funds for this purchase can be taken from the PHER grant.

9. Office Reconfiguration: Drawings were passed out to the committee to show them how the WIC and immunization clinic and the well testing area are expected to look after the remodeling process. Discussion. Motion by Bluthardt, second by Bauman to approve the project and forward to the Public Property Committee with estimates. Carried.

10. Capital Outlay for 2010: Discussion. No action taken at this time. This item will be added to the agenda for the Budget Meeting.

11. Set day for 2010 Board of Health Meetings: Discussion. It was the general consensus that the best day for everyone would be to return to the second Tuesday of each month at 9:30 a.m. Egan is requested to type a written request to the County Clerk's Office.

12. Letters of Appreciation to Howard Young Foundation, Delta Dental, and Community Realty and Rentals: Since Delta Dental was not able to attend this meeting this agenda item will be added to October meeting.

14. Environmental Health – Agent Status: The State of Wisconsin is requesting that the Health Department take on all inspections for Vilas County and become full agents instead of limited agents. Discussion.

Motion by Bluthardt, second by Bauman to present this proposal to the County Board with the approval of U.W. Oshkosh. Carried.

13. Dental Program and Community Health Improvement Plan (CHIP) Limited Term Employees for 2010: Egan tells committee that she would like to use Barb Garrett, who is presently a limited term employee for the Dental Program, for the flu clinics. There is some question about her hours and pay since she is a LTE. Motion by Bauman, second by Paretsky to forward this request to the Personnel Committee. Egan also has questions about using Erica Brewster as a limited term employee for the CHIP Program. She will take this to Personnel also.

15. WIC and Farmers Market – Grant Funds Increase Resolution: A resolution is presented to the committee for an increase in WIC funds to be accepted. Motion by Thorpe, second by Behling to approve and forward the resolution to the County Board. All members present voting aye, except Al Bauman who is opposed. Carried.

16. Application for Drug Free Community Resolution: Egan presents resolution to committee along with 3 letters of support. Discussion. Motion by Bluthardt, second by Behling to approve the Resolution and forward to County Board. Carried.

17. Tobacco Funding: Egan informs committee that the State of Wisconsin took back \$7,000.00 from the 2009 funding. There will be no grant next year. Discussion.

19. Humane Society Issues: Discussion. No action taken. This item will be added to next month's agenda and a request for the Corp. Counsel to attend will be made.

20. Director's Report:

- Egan shows the committee an article which was published in the Lakeland Times regarding the Beach Testing program.
- An informational brochure on the seasonal and H1N1 flu is being printed and will be handed out to schools and daycares.
- A review of 2008-2009 flu clinics and associated costs is handed out.

21. Review of Monthly Budget: Discussion. Motion by Bluthardt, second by Behling to accept the budget as reviewed. Carried.

22. Letters and Communications: Nothing to discuss.

23. Approve Vouchers:

Motion by Bauman, second by Bluthardt to approve vouchers. Carried.

18. Next Meeting Date:

Tuesday, September 29, 2009 at 12:30 p.m. – Special Budget Meeting

Wednesday, October 7, 2009 at 9:30 a.m. – Regular Monthly Meeting

Motion by Bauman, second by Paretsky to adjourn the meeting at 12:13 p.m.

Minutes reflect notations of the recorder, Wendy Budde, and are subject to approval by this Board.