

**Florence County Board of Health Meeting Minutes
August 17, 2015**

Present: Holly Stratton, Yvonne Van Pembrook, Susan Theer, and Sherry Johnson.

Absent: Ron Erickson

Absent Excused: Cindy Kmecheck

Stratton called the meeting to order at 6:05 p.m.

M/S Theer, Johnson to approve agenda, unanimously approved.

M/S Van Pembrook, Johnson to approve minutes from June 17, 2015 and July 15, 2015, unanimously approved.

C. Lemanski seated at 6:07 pm.

Accreditation update: The final copies of CHA, CHIP and Strategic Plan were shared with board. These documents and fees have been submitted to the Public Health Accreditation Board. We are awaiting training dates for the accreditation coordinator and health officer.

Board of Health responsibilities per State Statues for mandated services: Seibold reviewed required programs from DHS including Immunization, Communicable disease surveillance and investigation, Maternal Child Health, Human Health Hazards, Rabies and requirements of board and public health staff. Some of the programs are grant funded and others are unfunded mandates.

2016 Budget: Report given by Seibold reviewing 2016- 2019 projected budget with potential increased hours for PHN. M/S Johnson/Theer to send to Audit and Budget for their approval, unanimously approved.

Approval to increase Public Health Nurse hours from 30 to 35 hours/wk: Discussion on department hours including Public Health Nurse hours proposed hour change to 8:30-4p as most courthouse staff. M/S by Johnson/Van Pembrook to send to increased hours for PHN to Personnel for their approval with job description updated to 35 hours, unanimously approved.

Quality Improvement Project 2015: Seibold gave report on adolescent immunization rates in county and QI project storyboard. The Northwood's Immunization coalition is working on addressing the gap in the northern region. Tdap is required for school. Seibold shared meningitis and HPV are recommended by the CDC and the American Pediatric Association for adolescents. Many colleges and technical school require the meningitis for entry into dormitory living.

BOH annual tracking log: The 2015 log was reviewed with a report given by Seibold.

WI WINS: We had one sale to minors in 2015 as we did in 2014. However, one less business was considered a completed check because they no longer sold tobacco which increased our sale to minor rate (%). In 2014 it was 8.3% and in 2015 it was 9.09%. A citation was issued to the bar owner and paid.

Director's Update:

2015 Budget: The 2015 budget has no further updates or changes. An estimated actual will be submitted to the financial manager.

Coalition Update: Mental Health and AODA coalitions are planning to merge to accommodate schedules and similar goals of coalitions and initiatives. Suicide prevention training is being offered on August 19th at the Resource Center. We are pleased to have a full registration. The training is free through a DHS grant.

Food, Safety and Recreational Licensing: The department will be moving to Department of Ag with DATCAP. Our ES will remain the same. A contract with UW-Oshkosh for ES services for Florence County will not meet requirements per the state. The state is concerned that contract does not provide for direct supervision by a registered sanitarian.

Concussion Evaluations: Seibold explained that Florence, Kingsford and Iron Mountain schools have concussion services through DCH while some area schools are provided through Bellin. The trainers at both have a goal of testing all students every two years. The target ages are grades 6, 8 and 10th.

Rabies: Seibold reported 10 investigation cases already in 2015. Most are not up to date on the rabies shot and need to be quarantined per state law for 10 days. We have had a couple wild animals but most have been dogs. In the previous 5 years, we have had 2-8 cases/ year.

Human Health Hazards: Seibold reported 2 investigations this year, no open cases.

Board member Concerns/Future Agenda Items: Rabies update

Next Meeting Date- The board discussed changing the annual calendar to move the December meeting to December 9th from December 16th. The next regularly scheduled meeting is **October 21, 2015.**

M/S Van Pembroke/Theer to adjourn and unanimously approved.

Acronyms:

CDC Centers for Disease Control
CHA Community Health Assessment
CHIP Community Health Improvement Plan

DHS Department of Health Services
ES Environmental Sanitarian
FSRL Food Safety Recreation Licensing
MAPC Medicaid Assistance Personal Care
NACCHO-National Association of City and County Health Officials
PHEP Public Health Emergency Preparedness
RWJ Robert Woods Johnson Foundation