

**Board of Health Meeting Minutes  
May 8, 2013**

Present: Cindy Kmecheck, Susan Theer, Mary Gehlhoff, Holly Stratton, Sherry Johnson, Gary Steber, Cindy Kmecheck.

Stratton called the meeting to order at 6:00p.m. Roll Call noted all were present.

Motion by Theer, seconded by Steber, the agenda was unanimously approved as posted.

Motion by Steber, seconded by Van Pembroke, to approve February 13, 2013 minutes and unanimously approved.

**New Business: Discussion and/or action RE:**

**Parents Who Host Lose the Most Campaign:** Seibold updated the board on supplies and distribution including graduating senior letter from departments involved in the program including Health department, District Attorney, Sheriff's Office, Human Services and the Florence Schools.

**Community Gardens:** Prevention grant for 2013 will provide fencing on the area on Woodward Avenue which is being cleared by Florence Utilities. Partners involved include UW-Extension, Glacial Gardeners, Land Conservation, and Economic Development.

**Flu Order-** Seibold explained ordering quantity to remain very similar to 2012. Flu clinic sites throughout county to remain the same as 2012. Children's flu vaccine ordered through State VFC program for 2013.

**Florence School Nurse Consultant-** Report on cost analysis from 2006-2012 reviewed with board and presented information on school nurse consultant contract. No changes expected at this time.

**Community Health Improvement Plan:** Seibold referred to Performance Management Plan (PMP) for updates including support for community garden to increase access to fresh fruits and vegetables, coordination of workplace wellness grants and QPR in community for mental health and AODA areas. The teen wellness class with the leadership of T.Koehn presented an effective informational experience for middle and high school students. The program formerly called the "every 15 minute" program was renamed "Remember" and educated students regarding the reality and consequences of drinking while under the influence of alcohol. This mock experiential program involved many community partners and was very powerful.

**Performance Management Plan:** Handouts were distributed and discussed. The Performance Management Plan was a deliverable of the Infrastructure grant and is a working document to review programs and services for quality improvement and strategic planning alignment.

Moved by Supervisor Theer, seconded by Supervisor Steber to adjourn to Closed Session pursuant to the following Wis Stat 19.85 (1) (c) for the purpose of considering compensation adjustment for A. Seibold,

Health Officer. A roll call vote was taken and all members voted unanimously. Moved by Supervisor Steber, seconded by Supervisor Johnson to reconvene to open session to take action if appropriate on matters discussed in closed session. A roll call vote was taken and all members voted unanimously.

**Old Business Discussion and/or action RE:**

**Robert Wood Johnson Shared Services grant** – Seibold reviewed purpose of the grant which focuses on sharing and examining current shared services, and requests policymaker involvement and some travel. The collaborative has requested one person from each Health Department participate over the 2 year period at an out of State training. Seibold noted her preference would be for a board/policymaker attend if they are able/interested. Seibold will notify board members as soon as the other two out of State dates are determined. This is an all expense paid training. The other trainings are regional and also paid through the grant. The grant is for \$125,000 and spans a two year CY for the collaborative.

**Director's Update:** Seibold discussed the File of Life initiative by the local rescue squads. She encouraged members to relay information about the magnets throughout the county. The magnets are available on request from the health department or the ADRC.

We had a second recent graduate RN from Bay shadowing and may have a student through UW Oshkosh or GB in the Fall.

**Board Concerns/Future Agenda Items:** Disposal of Household Thermometers with Mercury

Motion to adjourn by Johnson, seconded by Steber and unanimously approved.

**Next Meeting Date- August 14, 2013 at 6pm**

**Acronyms:**

CDC Center for Communicable Disease  
CHA Community Health Assessment  
CHIP Community Health Improvement Plan  
NRO Northern Region Office  
RWJ Robert Woods Johnson Foundation  
SNS Strategic National Stockpile  
TAR Technical Assistance Review