



# Florence County Health Department

501 Lake Ave PO Box 410 Florence, Wisconsin 54121 715-528-4837  
A.Seibold, RN, MS Health Officer/Director



## Florence County Board of Health Meeting Minutes

Wednesday March 20, 2024 - 5:15 PM

Upstairs Conference Room or by conference call - please call Alisha for instructions at 715-528-3426

Mission: Connecting You to a Better Life!

Vision: Healthy people, vibrant communities

Values: COMMITMENT, COLLABORATION, COMPASSION

Call to order: Susan Theer, Chair @5:15pm

Present: Susan Theer, Charles Kellstrom, Carolyn Lemanski, Sherry Johnson, Dr. Erin DePrekel (5:30pm)

Call In: Cindy Kmecheck

Excused: Chad Hedmark

M/S Kellstrom/Lemanski to approve agenda as posted, unanimously approved.

M/S Lemanski/Johnson to approve January 17, 2024 minutes, unanimously approved.

### 1. Reports

#### a. Financial Reports, Discussion/Action:

- i. M/S Johnson/ Lemanski to approve monthly bills for January and February, unanimously approved.
- ii. M/S Johnson/Lemanski to approve staff OOT trainings, unanimously approved.

#### b. Program/Plan Reports

- i. Annual DNR Program Review- High compliancy identified with no action items. Seibold informed board of RS doing an excellent job with DNR, no action needed for FCHD at this time.

2. M/S Johnson/ Lemanski to accept letter of resignation for Public Health Nurse/Kalkofen with regret, unanimously approved.
3. M/S Johnson/ Kellstrom approve to send Public Health Nurse (PHN) job description to wage consultant for review and Personnel if applicable, unanimously approved.
4. M/S Johnson/Lemanski to approve to advertise and interview for PHN position, unanimously approved.
5. M/S Johnson/ Kellstrom to allow Ann Price/RN in covering for PHN if needed and send to Personnel, unanimously approved.
6. M/S Johnson/ Kellstrom to approve to send Emergency Preparedness Coordinator/Registered Sanitarian job description to wage consultant for review and Personnel if applicable, unanimously approved. Move to next personnel meeting.
7. M/S Johnson/ Kmecheck for Registered Dietitian to have VPN access for remote work (WIC grant) as this has been approved as a fully virtual position, unanimously approved.
8. M/S Kmecheck/ Johnson for Public Health Nurse to have VPN access for remote work as this has been approved as a hybrid position, unanimously approved.
9. M/S Johnson/ Lemanski to approve Chronic Disease Prevention yearly contract (yoga at NWTC), unanimously approved.
10. Director Reports
  - a. WALHDAB board member opportunities
  - b. Interview committee volunteers for PHN applicants
  - c. Update on Audit and Tylertech

11. Committee Comments for Future Agenda Items
  - a. WALHDAB board member opportunities
  - b. Interview committee volunteers for PHN applicants
12. Next meeting date: April 24, 2024 or TBD
13. Adjourn by Susan Theer, Chair, at 6pm

Please Note: If you have any special needs or you require special accommodations, please contact Annette Seibold at 528-4837 or write to her at the department. Please contact the Department at least 24 hours prior to the scheduled meeting date.

NOTICE OF POSSIBLE QUORUM: Please be advised that it is possible that a quorum of other Florence County Committees, may be in attendance. It is not intended for this meeting to include any other committee other than the Health Committee unless specifically posted as such. Please be advised that there will not be any formal discussion or any official action taken of any pending or future matters pertaining to Florence County under the authority of any committee at this meeting other than the Health committee, as posted