

Meeting Minutes - Approved BOARD OF HEALTH FOR MADISON AND DANE COUNTY

Thursday, June 19, 2008

5:30 PM

119 E. Olin Ave.
Water Utility Offices

1. CALL TO ORDER / ROLL CALL

Present: 6 -

Susan J. Zahner; Judith M. Wilcox; Lori Kay; Linda D. Oakley; Alan I. Schwartzstein and Donna Vogel

Excused: 2 -

William C. Sonzogni and Lauren Cnare

OTHERS PRESENT: Thomas Schlenker, Patricia Frazak, David Caes, Tommye Schneider, Pamela Abel (recorder), Kate Louthier, Jeff Golden, Janet Piraino

2. APPROVAL OF MINUTES

This was Approve the Minutes

3. PUBLIC COMMENT - NONE

REPORTS

4. Chair's Report - 5 minutes

The Chair and Board Member Zahner, attended a press conference at the Nau-ti-gal restaurant along with Schlenker, County Executive Kathleen Falk, the County Board Chair Scott McDonnell, County Board Supervisor Mark Opitz, and Ryan Sheahan, Tobacco Free Coalition Coordinator. The announcement was about the ordinance to be introduced to the County Board to make unincorporated towns smoke free. A Board of Health referral is likely.

The University of Wisconsin School of Medicine and Public Health curriculum development is moving slowly and Schwartzstein will keep the Board informed.

Schwartzstein acknowledged and thanked the various people who had a role in his being chair and for the privilege of serving; Mayor Dave, County Executive Kathleen Falk, Tom Schlenker, Topf Wells, Janet Piraino, Gary Johnson, Kate Vedder, current and former (Muriel Nagle, Jim Clark) Division Directors, all staff, his wife and children, and Pamela Abel.

[10924](#)

Chair's Report for June 19, 2008

Attachments: [Chairs Report 6 19 08.pdf](#)

This Report was Approve

5. Director Report - 10 minutes

Schlenker reports that due to flooding, the Dane County Emergency Management opened the Emergency Operations Center. Schneider and other staff did a nice job responding in his absence. One of the first things to be done in an emergency is to define the public health role, in this case, drinking water quality. Our lab geared up for testing on lakes and some of the expenses may be recouped through FEMA. Citizens with private wells came in for water testing, also done by our Lab. These incidents highlight the value of the Lab. He reviewed the budget process timelines according to what the Board decided for submitting the 2009 budget. The Board reviews tonight, and if approved, sends to the Mayor and County Executive. They meet July 1st, review, discuss and send a response to the department. A meeting with the Executives, their Chiefs of Staff, City Comptrollers Office, County Controllers Office, Schlenker, Caes and the Board Chair to discuss. After that, the Mayor and County Executive will make budget decisions and then send back to the Board for final approval at their July meeting. He suggested the Board move their July meeting from 17th to July 24.

The consolidation of the environmental health staff into county space at Fen Oak has yet to happen. The department would welcome a board member contact to Topf Wells or Lynn Green, by next week, or we need to plan on securing rental space.

The infant mortality project has had good press, including pick up by a national wire. Mamadou Ndiaye, Public Health Epidemiologist, was present to update the Board on the work of staff and partners to form focus groups. We have obtained a grant and are working on questions to ask and other logistics.

[10921](#) Director Report June 19, 2008

Attachments: [Director Report June 19 2008.pdf](#)

This Report was Approve

The Chair extended a welcome to the new County Board appointment, Supervisor Vogel. Board members and staff introductions were made to Dane County Supervisor Donna Vogel. She represents District 35 and is Clerk Treasurer for the Town of Pleasant Springs.

6. Environmental Health Division - Tommye Schneider - 5 minutes

Schneider provided an update on one animal case where a horse owner wanted our abatement overturned. According to Dane County ordinance, the appeal goes to the Zoning Board. Work will need to be done by County Corporation Counsel to change that ordinance so appeals come to the Board of Health. The flooding has caused mostly environmental health work such as well and beach testing, basement clean up, mold issues and soon, mosquito problems. We continue to do our role to provide public with information. There is an immediate need to co-locate environmental health staff to increase morale and have staff support each other. The fact that the Memorandum of Understanding with AFSCME unions has not been finalized is contributing to morale issues. Schwartzstein reports a contact to Travis Myren who states the negotiations are moving forward.

7. Operations Division - 5 minutes

Will report under budget item

8. Communicable Disease and Health Promotion - Patricia Frazak - 5 minutes

Frazak has been directing two divisions due to the vacancy of the Manager of Communicable Disease, renamed Family Health. The national recruitment has begun and continues for one month. During this time, staff evaluated how to do the work. Frazak division has been renamed Population Health. Soon recruitment will begin for a WIC Supervisor. We hope to have ready a quantitative data book for community assessment in July.

REPORTS OF STANDING AND SPECIAL COMMITTEES- 5 minutes

9. Executive - Schwartzstein - Joint Report on June 3 Meeting

[10925](#)

Executive and Budget Committee June 3, 2008 Meeting Minutes

Attachments: [Exec Budget Comm minutes 6 3 08.pdf](#)

A motion was made by Wilcox, seconded by Zahner, to Approve. The motion passed by voice vote/other.

10. Budget - Wilcox - Joint Report on June 3 Meeting

11. Bylaws - Wilcox - No report

12. Administrative Hearing - Zahner - No Report

13. Personnel - Oakley - No Report

OLD BUSINESS - 15 minutes

14. 2009 Budget - ACTION Item

Wilcox/Zahner moved approval of the Executive/Budget Committee minutes and the letter to the executives. ACTION – passed unanimously.

Caes summarized the budget material distributed. For salary and benefits, he was asked to assume all city staff would become county employees on January 1st so benefit amounts are overstated. This includes a summary of the state mandates for the department. The budget begins on page 4, listing the 2007 actuals, 2008 budget and 2009 requested. Transition costs are estimated at \$400,000, about \$50,000 of that for non-represented staff. The increase in overtime costs is attributed mostly to PHN follow up on TB clients although some is attributed to weekend Sanitarian work and staffing late clinics for WIC. Consulting services is higher due to the plan of filling of the recent the consortium staff with a consultant. Interpreter services money dropped due to hiring more staff interpreters. The Workers Compensation increase is primarily due to the city going to different way of computing the cost.

Caes distributed a list of grants and contracts we hold. A correction will be made to the line item 2009 Komen grant (Treatment Access Fund) from \$0 to \$79,000. The well and septic fees declined as a result of decreased housing construction. We did not get landfill contract as anticipated from the county.

It was suggested that the statutes for public health nursing be listed. The debt amount listed on page 9 does not match the total on the summary page.

The capital budget summary includes the following. The first is routine replacement of lab equipment that has reached its useful life. Public Health Nurse use of field based devices to help them work more efficiently and effectively. A suggestion was made to include that explanation in the description. The move of Environmental Health was approved in the 2008 budget so this is a placeholder. The replacement of computer equipment is Information Technology policy and the department now has two years worth of computers to replace. There is a request for dental equipment replacement used by Seal Dane. The last item is to move the front reception desk out of the City County Building to our East Washington Office location. Additionally, after environmental health moves, the third floor office will be moved to fifth floor to use services more efficiently.

Several commendations were given to Caes for compiling such an understandable budget document. When asked what this budget does not allow the department to do, Schlenker replied that is it a maintenance budget. The Board has some training funds in this budget under administration. The independent counsel funds for the Board were removed.

The Laboratory is in the budget and we assume the city and the county will share the cost. Caes has had discussions with the City Comptroller about areas where the Lab is not being reimbursed for services. For instance, it may be that beach testing be considered revenue instead of GPR. This year, the soft serve food testing done by the Lab with will a licensed establishment journal entry that goes to the Lab to recognize the cost. With the offset of expenses of the water tested in the county and recent flooding, the hope is that the exposure of the Lab and their value will be recognized.

ACTION - Wilcox/Zahner moved the Board of Health support the 2009 budget summary as presented by Caes and applauds close review of budget broken down by category with mandates included, passed unanimously. The budget will come back to board at their July meeting.

NEW BUSINESS - 10 minutes

15. Election of Officers - ACTION Item

ACTION - Zahner nominated for Chair by Wilcox/Kay, nominations closed, unanimous ballot cast for Zahner

ACTION - Wilcox nominated for 1st Vice Chair by Zahner/Kay, nominations closed, unanimous ballot cast for Wilcox

ACTION - Schwartzstein nominated for 2nd Vice Chair by Zahner/Wilcox, nominations closed, unanimous ballot cast for Schwartzstein

16. Resolution on Tuberculosis Clinical Services - ACTION Item - City Common Council Referral

Wilcox/Kay moved items 16 and 17, the resolution on TB clinical services and the resolution on Dane County birth outcomes investigation, to a consent agenda. ACTION - passed unanimously

10881

Authorizing the Board of Health for Madison and Dane County, on behalf of Public Health-Madison and Dane County, to enter into an agreement with the Wisconsin Division of Public Health, Bureau of Communicable Diseases and Preparedness for Tuberculosis Clinical Services.

A motion was made by Wilcox, seconded by Kay, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

17. Board of Health Resolution

10926

#2008 11 Board of Health Resolution on Dane County Birth Outcomes Investigation

Attachments: [2008 11 Board Of Health Resolution 6 19 08.pdf](#)

A motion was made by Wilcox, seconded by Kay, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other.

18. Funding for Board Members Registration at National Association of Local Boards of Health Annual Conference

Funds are available for Board members to attend the conference this year

ADJOURNMENT

Meeting is adjourned at 7:30 p.m.

