

Meeting Minutes - Draft

BOARD OF HEALTH FOR MADISON AND DANE COUNTY

Thursday, July 23, 2015

5:00 PM

Madison Water Utility
119 E. Olin Ave., Conf. Rm. A and B

1. CALL TO ORDER / ROLL CALL

Present: 5 - Matthew J. Phair; Judith M. Wilcox; Patricia A. Lasky; Lezli Redmond and Renae Sieling

Excused: 3 - Cynda Solberg; Mark E. Edgar and Jerry L. Halverson

OTHERS PRESENT: Pamela Abel (recorder), Janel Heinrich, Shawnee Parenz, Doug Voegelei, Mary Michaud, Lesly Scott, Sue Marshall

The Chair called the meeting to order at 5:05 p.m.

2. APPROVAL OF MINUTES

39370 Board of Health Meeting Minutes for April 9, 2015

Attachments: [Draft Minutes 4 9 15.pdf](#)

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

3. PUBLIC COMMENT - None

4. DISCLOSURES AND RECUSALS - None

5. 36377 CHAIR'S REPORT - 5 minutes

6. 36376 DIRECTOR'S REPORT - 5 minutes

- Heinrich would like to recognize the hard work of staff, being down a division director and considering the very busy time in the department.
- The budget directive issued by both city and county is cost to continue.
- The department is creating a position of Environmental Health Tech, bilingual-bicultural, without GPR funding.
- The director introduced the presentation on strategic planning and Lesly Scott, Public Health Supervisor. She is part of the Core Four on strategic planning.
- Staff came together in cross departmental workgroups with approximately a 70% participation rate.

7. PRESENTATION - Shawnee Parens and Lesly Scott - 30 minutes

7.1 39358 Present and Discuss Strategic Planning

Attachments: [PHMDC BoH Presentation 2015-07.pdf](#)
[Strategic Planning infographic.pdf](#)
[Strategic Planning FAQ_July 2015.pdf](#)
[Strategy Themes Summary.pdf](#)
[Strategic Planning Scoping document.pdf](#)
[health and racial equity analysis 7-15.pdf](#)
[Workgroup Sessions overall vision.pdf](#)

This Presentation was Receive

- Parens brought the Board up to the present on strategic planning and moving it forward at the next several Board meetings.
- She will postpone work on the strategy "a high functioning organization" until September.
- Parens reviewed the definition of strategic planning and explained the background of work done so far.
- Her request is to know how Board would like to receive updates on strategic planning, how frequently and what engagement they want to have, both personally and as a Board member.

8. NEW BUSINESS - ACTION ITEMS

8.1 39359 2016 Budget

This Report was Accept

- No changes except for unfunded position mentioned previously in the Director's report.

9. REPORTS TO COMMITTEE

9.1 **33972** OPERATIONS DIVISION - 5 minutes

- Parens met with all department managers and operations staff to assess how things are going in the Operations Division.
- Several themes emerged; that operations needs to clarify their role, express ownership, be centralized around things that effect the entire department and provide strong customer service.
- The department currently has seven open positions.

9.2 **32731** COMMUNITY HEALTH DIVISION - 5 minutes

- A staffing assessment was done and we are where we need to be with a cushion.
- We are part of more funding for our Nurse Family Partnership program in Adams County for expansion.

9.3 **27918** ENVIRONMENTAL HEALTH DIVISION - 5 minutes

- The division had a summer AHEC student to help us align our food program with the national voluntary regulatory food program standards. We meet nine of them so there is still work to do.
- End of year inspections were completed.
- The 2% increase in fees on food establishments go into effect next year.
- There was an outbreak in Dane and Rock counties of Norovirus in pre-packaged foods which will mean new methods are being developed.
- There was a mobile home park septic system failure, 50 units were affected.
- Another dangerous animal redetermination was issued and has not been appealed.
- A study with the University show higher nitrate levels in aquifers.
- Madison Kipp Corporation is starting to treat contaminated groundwater.
- Ebola is still of some concern as travelers return from stricken countries.

9.4 **33353** POLICY, PLANNING AND EVALUATION DIVISION - 5 minutes

Attachments: [Building Bridges PPE Division report.pdf](#)

- Michaud provided a handout "Building Bridges" with examples of work in the PPE division.
- The department is working closely with Eric Knepp in the Parks Department, and with Sun Prairie Public Works staff, to boost the use of parks and infuse public health.
- Also working with the Planning Department to use health infused data planning tools.
- We are collaborating with four the health systems and Stoughton Hospital.
- We are boosting capacity for broader system change by bringing people together.
- Staff provided an orientation to public health for Council members. It was suggested the district maps that were handed out be given to all Council members.

10. **LIASION COMMITTEE UPDATES - 5 minutes**

10.1 28747 Committee on the Environment - Pat Lasky

-Their major focus now is on water usage in community.

10.2 28748 Madison Food Policy Council - Alder Matt Phair

This Miscellaneous was Dismiss

-Alder Phair is no longer on the Madison Food Policy Council.

11. STANDING AND SPECIAL COMMITTEES - 5 minutes

11.1 27921 EXECUTIVE

11.1.a 39360 Board of Health Executive Committee Meeting Minutes for June 3, 2015

Attachments: [BOHMDA EC Minutes for June 2015.pdf](#)

This Miscellaneous was Approve

11.2 27922 BUDGET

11.3 27924 PERSONNEL

11.4 27923 ADMINISTRATIVE HEARING

12. FUTURE MEETING ITEMS AND DATES

13. ADJOURNMENT - Moved to adjourn at 6:55 p.m.

This was Adjourn