

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

Thursday, July 11, 2013

5:30 PM

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

1. CALL TO ORDER / ROLL CALL

Present: 5 -

Carl Chenoweth; Susan J. Zahner; Judith M. Wilcox; Patricia A. Lasky and
Renaë Sieling

Excused: 2 -

Matthew J. Phair and Lori Kay

OTHERS PRESENT: Pamela Abel (recorder), David Caes, Mary Michaud, Doug Voegeli,
Beth Cleary, Jeff Golden, Mark Woulf

2. REQUEST FOR AGENDA ORDER CHANGES

Chenoweth/Lasky requested to move item 15 up to follow item 5, approved unanimously

3. APPROVAL OF MINUTES

**A motion was made by Chenoweth, seconded by Lasky, to Approve the
Minutes. The motion passed by the following vote:**

Excused: 2 -

Matthew J. Phair and Lori Kay

4. PUBLIC COMMENT - 5 minute limit per speaker - None

5. DISCLOSURES AND RECUSALS - None

30603

Directing city staff to further explore the recommendations set forth in the attached documents and draft ordinance changes as appropriate according to the report on Alcohol License Management and Business Development.

Attachments: [CoverLetter.pdf](#)
[RecommendationsReport.pdf](#)
[DefintionsMatrix.pdf](#)
[SSODdraftarea.pdf](#)
[Madison BID Board 8-1-2013](#)
[Madison BID Board comments](#)

A motion was made by Lasky, seconded by Zahner, to Return to Lead with the Recommendation for Approval to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

The resolution adopted directed staff to look at different sets of data and come back with recommendations. The Council directed staff to develop an alcohol license management and a business development plan. The resolution requests a suspension of the sunset date postponed to January 1, 2014 to bring back details and implement what is in the report. The group wanted to get feedback on the direction they are moving before moving forward. The results of a Health Impact Assessment relating to the Alcohol License Density Ordinance (ALDO) will be ready in August 2013 to complement the work done by staff on the recommendations. See attachments to this file for more detail.

6. 30924 Licensed Establishment Program Evaluation - Beth Cleary - 15 minutes

Attachments: [Licensed Establishment Evaluation for BOH.pdf](#)
[Licensed Establishment Program Evaluation.pdf](#)

- There are over 2900 licensed establishments in Dane County
- We are the local agent for three state agencies to provide licensing and inspections
- Total program revenue is \$1,724,000; 15.2 FTEs
- Objectives are to ensure establishments are code compliant; protect health and the environment; investigate complaints and outbreaks; enforce applicable health codes and food safety education to operators
- Safe Food Advisory Committee would like a board member to attend a meeting (held three times per year)
- Challenges include Accela database still unable to generate reports, changes in the food industry such as special food processes and cultural awareness

See attachments to this file for more detail.

REPORTS

7. 27914 CHAIR'S REPORT - 5 minutes

No report

8. [27915](#) DIRECTOR'S REPORT - 5 minutes

No report - Janel Heinrich is attending the annual conference of the National Association of City and County Health Officials (NACCHO).

9. [27916](#) OPERATIONS DIVISION REPORT- 5 minutes

Attachments: [2012 PH Services - Budget handout May 2013.pdf](#)
[PHMDC Strategic Plan May 2013 \(2\).pdf](#)

We received our budget message which was a request for a flat budget with inclusion of several options to cut 3%. The budget will be presented at the August meeting.

10. [27917](#) COMMUNITY HEALTH DIVISION REPORT - 5 minutes

Michaud talked about the Affordable Care Act (ACA) exchange enrollment that is coming soon. She has been contacting city and county staff to see what is being planned. There is a varying estimate on the number of people affected by ACA. No one seems to be looking at the health literacy piece or targeting high risk groups. We are considering low cost, target marketing to specific risk groups so they can take advantage of the exchanges and boost enrollment. There is planning being done to look at our chronic disease program diversity funding over the next five years, possibly to include childhood obesity and affordable housing issues where public health has a role to play to bring evidence and data. A data inventory is in progress to organize our internal data, to help drive priorities and plan for accreditation.

11. [27918](#) ENVIRONMENTAL HEALTH DIVISION REPORT - 5 minutes

Doug Voegeli has been out several weeks and Cleary has done a great job covering. Two dangerous animals have recently been seized and an appeal may come to the Board's Administrative Hearing Committee. The monitoring of Madison Kipp Corporation continues and reveals there is a plume below Lowell School toward Well 8, will continue to monitor to assure safety. A lab study is being conducted at Olbrich Park beach for possible redesigns to prevent water convergence issues, funded by an EPA grant. The licensing year ended June 30 and approximately 400 establishments have yet to pay. Madison residents now have the ability to license their dog or cat online. As part of emergency preparedness, we obtained a point of dispensing agreement with the University of Wisconsin and we will soon meet four large employers in Dane County to obtain a letter of intent to do the same.

LIAISON REPORTS - 5 minutes

12. [28747](#) Committee on the Environment - Pat Lasky

13. [28748](#) Madison Food Policy Council - Alder Matt Phair

OLD BUSINESS - 10 minutes - David Caes

14. [30811](#) 2014 Budget

See Operations Division Report

NEW BUSINESS - 10 minutes - Madison Common Council Referral

REPORTS FROM BOARD OF HEALTH COMMITTEES - 5 minutes

16. [27921](#) EXECUTIVE COMMITTEE

- 16.a. [30806](#) Executive Committee Meeting Minutes for June 27, 2013

Attachments: [Executive Committee Minutes 6 27 13.pdf](#)

17. [27922](#) BUDGET COMMITTEE

The Budget Committee recommends approval of the 2012 audit.

18. [27923](#) ADMINISTRATIVE HEARING

19. [27924](#) PERSONNEL

20. [27925](#) AD HOC BYLAWS

21. [27926](#) AD HOC PROGRAM EVALUATION

22. **ADJOURNMENT**