



City of Madison
Meeting Minutes - Final
BOARD OF HEALTH FOR MADISON
AND DANE COUNTY

City of Madison
Madison, WI 53703
www.cityofmadison.com

Thursday, April 20, 2006

5:30 PM

Madison Water Utility, 119 E. Olin Avenue
Conference Room B

I. Call to Order

The Chair called the meeting to order at 5:31 p.m.

Present: Ald. Judy K. Olson, County Supervisor Jeff Kostelic, Susan J. Zahner, Bill Sonzogni and Alan I. Schwartzstein

Excused: Judith M. Wilcox, Linda D. Oakley and Mark Miller

II. Public Comment - 5 minute limit per speaker

None

III. Approval of the Minutes from March 16, 2006

The minutes were approved unanimously.

IV. Director Report - 10 minutes - Dr. Thomas Schlenker - Report on activities since last meeting. No action will be taken.

Dr. Schlenker provided handouts including a recent message that was sent to all city and county staff, and additionally to Topf Wells and Janet Piraino. These staff messages go out periodically; allowing the opportunity to send the same message to all staff.

The recent World Cafe event was the first time both agency staffs got together. Several key themes that emerged were the need to revisit why we are merging (an effort will be made to provide clarification on this internally), and that it is essential that the Board come to decisions soon about on infrastructure issues such as personnel and finances. Dr. Schlenker will support the Board in this process of tackling the big issues in the next 2-3 months. Post-Café, all staff were invited to complete an anonymous online survey. Dr. Schlenker briefed the Board on his work on a recommendation for a unified IT system for the merged agency. A pandemic planning forum was held this week with over 300 participants, including representatives from schools, business, hospitals, university and all health care clinics to focus on what their organization needs to do to become more prepared. Zahner requested a copy of the answers to question #5 on the survey to distribute to the Personnel Committee.

V. Chair's Report - 5 minutes - Dr. Schwartzstein - Report on activities since last meeting. No action will be taken.

Schwartzstein attended the Personnel Committee meeting, testified at the Economic Development Commission meeting on the minimum mandatory sick leave ordinance and attended the annual medical society meeting.

VI. Reports of Standing and Special Committees - 30 minutes

A. Executive - Schwartzstein

No report, no meeting held since last Board meeting

B. Budget - Kostelic

Kostelic reports that decisions on fiscal and legal service provision for the merged agency are intertwined with the business of the Personnel Committee. He will request briefing on the costs incurred by both city and county attorney's office. Hamilton commented that it might be appropriate to address this in the next IGA.

C. Bylaws - Miller

No report

D. Personnel - Zahner

The committee has met twice and has two more meetings scheduled. Discussion centered on proposed bylaws and the "white paper". The committee will identify where more information is needed. The committee is seeking input from agency staff and at the next two meetings, welcomes individuals and union representatives to speak. A recommendation could be made by June or July. Zahner met with Dr. Schlenker to discuss performance evaluation and more work will be done on that issue.

VII. Unfinished Business - 20 minutes

A. Approve Personnel Committee Bylaws - ACTION Item

Zahner asked to postpone the vote since performance evaluation still needs to be addressed. ACTION: Zahner/Olson moved referral to next meeting, passed unanimously.

B. Functional Integration - 2006 Board Goals - Possible ACTION Item

Schwartzstein presented a proposal for process on the infrastructure decisions over the next two months, recognizing the inter-related nature of the various components. The following was diagrammed:

Data gathering by committees/director through middle May. Presentation of data to full Board by committees/director beginning with next meeting and continuing until all data presented. Deliberation and discussion of data to begin at the next meeting and continue through mid-June. Decision on integrated (with County Executive and Mayor's offices) recommendations as the basis for the next IGA to start early June or the end of May, and finish by late June or early July. After discussion, this proposal was accepted and it was decided that committees will bring data, options and variables to full Board for developing a recommendation, rather than bringing a recommendation which may not account for the other components. Schwartzstein will discuss with County Executive and Mayor's office how to integrate their perspectives into the work ahead. After some discussion including preferences, the Board directed the chair to schedule additional meeting time necessary to complete this work.

Schwartzstein requested that members notify committee chairs and Director what additional information is needed in order to make decisions. Zahner suggested that the Board discuss decision criteria at the beginning of its deliberation. A suggestion was made to have a list of important documents with a table of contents. Fiscal information could be key to the decision process.

C. Board Retreat - Update

The availability of members varies, so staff will send a calendar to secure a mutually agreeable date. Schwartzstein and Schlenker have developed some topics for discussion at the retreat, including an overarching vision for the Board, how it functions as a unit and works with other components of government and the public.

VIII. New Business - 20 minutes

A. Election of Officers

Chair informed Board that according to the IGA and bylaws, elections must be conducted this month. Since there has been no indication of dissatisfaction with current officers or desire of others to compete for positions, Board agreed that this could be done without additional notice. ACTION: Olson/Zahner nominated Schwartzstein for chair, elected unanimously. Olson/ Kostelic nominated Judy Wilcox for First Vice Chair, elected unanimously. Sonzogni/Zahner nominated Mark Miller for Second Vice Chair, elected unanimously. At a later meeting, the Board will discuss when annually it wishes to conduct future elections.

B. Resolution Referred from CITY Council - ACTION Item

Authorizing the Madison Department of Public Health to enter into a contract with Claudia Haack, an independent consultant, to assist with planning for the merger of data systems. The \$20,000 contract would be shared equally between the Department and the Dane County Division of Public Health.

Schlenker explained that he felt it was important to hire an objective, neutral party to work with the IT team on a recommendation. The County will contribute an equal amount. Dave Caes offered that there is \$7,000 in our operating budget for consultant fees. ACTION: Sonzogni/Zahner moved to recommend adoption, passed unanimously

This matter was Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed.

C. Resolution Referred from CITY Council - ACTION Item

ACTION: Kostelic/Zahner moved to recommend adoption, passed unanimously

SUBSTITUTE - Amend the 2006 Public Health Operating Budget to accept a grant in the amount of \$38,453 \$55,023 from the South Central Wisconsin Bioterrorism Preparedness and Response Consortium.

This matter was Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed.

D. Clean Sweep Report

Clark presented this report and answered questions from the Board. Tipping fees cover the cost of the program.

E. Discussion of Alder/Supervisor Participation in Board Meetings - Possible ACTION Item

Referred to Executive Committee for recommendation.

IX. Adjournment

The Chair adjourned the meeting at 7:05 p.m.

