

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

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Thursday, February 19, 2009

5:30 PM

Water Utility, 119 E. Olin Avenue  
Conference Room A and B

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### 1. CALL TO ORDER / ROLL CALL

**Present:** 7 -

Susan J. Zahner; Judith M. Wilcox; William C. Sonzogni; Alan I. Schwartzstein; Lauren Cnare; Linda D. Oakley and Donna Vogel

**Excused:** 1 -

Lori Kay

The Chair called the meeting to order at 5:30 p.m.

### 2. APPROVAL OF MINUTES

**This was Approve the Minutes**

### 3. PUBLIC COMMENT - 5 minute limit per speaker - None

### 4. UPDATE ON THE VILLAGER MALL - Mark Olinger, Director of Planning & Development - 20 minutes

Olinger was invited to the Board meeting to give an update on the Villager Mall planning. He distributed a summary and site master plan. The Community Development Authority purchased the site on behalf of the city. This is a highly visible location in Madison, where interesting services and synergies can be maintained. The city felt that under one owner, the site could be stabilized, maintained, would spur redevelopment and make South Madison proud. Some of the desired results for the site were to improve pedestrian access with separate driving and parking, provide space for the community and incorporate community involvement, set aside space for health care and a sense of campus. They intend to be good stewards of the environment. The first phase is the atrium and in the fall of 2009 the first phase should be completed. Public Health will be in the north building, with about 25 staff initially. Olinger hopes health becomes much larger and educational programs will expand.

### 5. [13668](#) Chair's Report for 2-19-09 Board of Health Meeting

**Attachments:** [Chairs Report for 2 19 09 Board of Health .pdf](#)

**This Miscellaneous was Accept**

2009 Planning

Zahner announced that she would continue to invite speakers to cover the topics of interest from the list the Board developed. Sue Wallinger from Housing was invited to the March meeting but unable to attend. Let Zahner know of anyone you want to hear from.

6. [13669](#) Director Report for 2-19-09 Board of Health Meeting

**Attachments:** [Director Report for 2 19 09 Board of Health.pdf](#)

**This Miscellaneous was Accept**

Infant Mortality Update

Schlenker distributed the final report and quiz of the manganese in drinking water intervention from a few years ago, a graph on disparities in birth outcomes that was part of our department "2007 Health at a Glance", and a placemat on the "Disappearance of Racial Disparities in Infant Mortality in Madison and Dane County". This in depth study of infant mortality will get more complex and understanding of the importance has grown. Our article was accepted by MMWR and next Wednesday Schlenker will present at the CDC in Atlanta. The topic should hit the national news and turn attention to Madison and Dane County. A strategy for the next several years has been developed, which goes beyond Madison and reaches to other parts of Wisconsin. This study goes beyond infant mortality and offers the value of a scientific approach to address a problem, highlights collaboration and engagement with the community.

7. **Environmental Health Division Report - Tommye Schneider - 5 minutes**

Schneider announced that the division is moving to International Lane next week and the Board will be invited to the open house. The Safe Food Advisory Committee met on January 29. Susan Quam from the Wisconsin Restaurant Association attended the meeting and took part in the discussion on posting restaurant inspection reports. Since the city has purchased a new licensing asset management system, the online inspection report timeline will be coordinated with this implementation. Schneider was asked to be a member of the Nelson Institute Board on Climate Change. She will forward to the Board information about an upcoming seminar sponsored by the Nelson Institute.

8. **Population Health Division Report - Patricia Frazak - 5 minutes**

[13670](#) Population Health Division 2-2-09 Newsletter

**Attachments:** [Population Health Division 2-2-09 Newsletter.pdf](#)

**This Miscellaneous was Accept**

Frazak brought attention to several posters around the room, on the topics of oral health and sexually transmitted infections. These were developed for an all staff meeting to inform staff about programs in the department. The first of the divisions' monthly newsletter was distributed as part of the Board packet and was developed as a strategy to improve communication across the division. The Board requested these continue to be sent to them. Frazak participates on the staff team of the Health Council and her project topic is dental access.

**9. Family & Community Health Division Report - Janel Heinrich - 5 minutes**

Heinrich updated the Board on a screening event our chronic disease team provided as a result of the approval of a resolution for a Hmong healthy living project. Another goal is to have fully functioning Hmong Health Council. A third component of the grant is to address childhood obesity and lack of physical activity. The Board will act on a resolution today to provide scholarships to youth to participate in physical activities. The Women, Infant, and Children's (WIC) program numbers are increasing. The WIC program is now fully staffed. Generally, as the economy worsens the numbers using the program increase. There is a small committee of internal staff across the department who are developing strategies to work on the alcohol coalition.

**10. Operations Division Report - David Caes - 5 minutes**

Caes reports that efficiencies in the administrative clerical staff have been realized. One position was lost in the budget; one half time person in Environmental Health was transferred to WIC. The current economic downturn has resulted in a possible reduction of the funds for Well Woman program, although we will not know until April. The 2010 budget for the department may be difficult given decreased sales tax, increased pressure on human services and on our agency in general. A resolution will be introduced at County Board tonight that allows non-represented city employees to move to county employment in mid-April although not increasing salaries until October. Caes has been working with Jim Bower to dialogue about the needs of our agency at Villager. WIC is beyond capacity but once our area is finished, the plan is to expand the services we provide there.

**REPORTS OF STANDING AND SPECIAL COMMITTEES - 10 minutes**

**11. Executive - Zahner**

- 11.a. [13720](#) Board of Health Executive Committee Meeting Minutes for January 27, 2009 and February 12, 2009

Attachments: [1 27 09 and 2 12 09 Executive Committee Minutes.pdf](#)

This Miscellaneous was **Accept**

**12. Budget - Wilcox - No Report**

**13. Bylaws - Schwartzstein - February 19 Meeting**

**13.a** [13721](#) Board of Health Bylaws Committee Meeting Minutes for December 12, 2009

**Attachments:** [Bylaws Committee minutes 12 12 08.pdf](#)

This Miscellaneous was **Accept**

Schwartzstein distributed the amended bylaws. Dave Gault, Corporation Counsel, recommends amending the Intergovernmental Agreement (IGA) before amending the Board bylaws. A draft resolution to amend the IGA was distributed, with one deletion, lines 34 and 35. Next month the final version of the changes in the bylaws will be distributed to the Board with action expected. Schwartzstein/Cnare moved approval of the resolution, passed unanimously. Schwartzstein will take care of having Sup. Vogel submit to the County Board.

**13.b. Notice of Recommendation to the Board of Health on Bylaws Changes**

**14. Administrative Hearing - Schwartzstein - No Report**

**15. Personnel - Oakley - February 12 Executive Committee Meeting Minutes (see item 11.a.)**

The performance appraisal process is moving along and will be finalized tonight.

**OLD BUSINESS - 10 minutes**

**16. 2009 Department Initiatives - ACTION Item**

[13229](#) Proposed 2009 Initiatives

**Attachments:** [Proposed 2009 Initiatives.pdf](#)

**A motion was made by Sonzogni, seconded by Cnare, to Approve. The motion passed by voice vote/other.**

The final two initiatives the department is proposing to pursue in 2009 are oral health and the mapping technology project. Sonzogni/Cnare recommend endorsement, passed unanimously. The Board looks forward to hearing updates on these. One member commented that they liked the approach of tackling something new with existing resources and while not devaluing other areas of the department.

**NEW BUSINESS - 15 minutes - ACTION Items**

**City Common Council Referral**

Cnare reports that this amendment was drafted, and the fine increased, in response to a request after staff reported tattoos are being done in unsanitary places.

17. [12975](#) Amending Section 7.15(7) to increase the penalty for violations and amending Sec. 1.08(3) of the Madison General Ordinances to establish a bail deposit for a violation, relating to penalties for violating the tattooing and body-piercing regulations.

**A motion was made by Schwartzstein, seconded by Sonzogni, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by the following vote:**

**Excused:** 2 -

Lori Kay and Donna Vogel

**Ayes:** 6 -

Susan J. Zahner; Judith M. Wilcox; William C. Sonzogni; Lauren Cnare; Linda D. Oakley and Alan I. Schwartzstein

**Board of Health Resolutions**

Schwartzstein/Wilcox moved items 18, 19 and 20 to consent agenda, passed unanimously.

18. [13671](#) #2009-09 Milk Promotion 2-19-09 Board of Health

**Attachments:** [#2009 09 Milk Promotion BOH 2 19 09 CORRECTED #.pdf](#)

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

19. [13672](#) #2009-05 Vehicle Repairs Board of Health 2-19-09

**Attachments:** [#2009 05 Vehicle Reports Board of Health 2 19 09.pdf](#)

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

20. [13675](#) #2009-06 Healthy Communities Board of Health 2-19-09

**Attachments:** [#2009 06 Healthy Communities Board of Health 2 19 09.pdf](#)

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

This is part of the continuing work with the Yahara Lakes Legacy Partnership to improve the beach situation and allows an expert to be hired to put together a plan for improvement.

21. [13722](#) Introduction for and Resolutions #2009-07 and #2009-08 Small Scale Lake Planning Grant Application Board of Health 2 19 09

**Attachments:** [Introduction and Resolutions #2009 07 and #2009 08 Small Scale Lake Plan](#)

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

**NOTE: When the Board considers the following item, it may go into closed session, pursuant to Wisconsin Statutes Section 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Following completion of the closed session, the Board will reconvene in open session to consider the balance of its agenda without waiting the 12 hours set out in sec. 19.85(2), Wis. Stats.**

It was moved by Wilcox/Schwartzstein to move into closed session pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider the performance evaluation of the director, Dr. Thomas Schlenker. A roll call vote was taken. The results were: Cnare, aye; Oakley, aye; Sonzogni, aye; Swartzstein, aye; Wilcox, aye; and Zahner, aye. No nays; no abstentions.

Dr. Schlenker and above members of the board were present in closed session.

22. **Completion of Director of Public Health Performance Evaluation**

Closed session discussion was held.

It was moved by Wilcox and second by Schwartzstein to reconvene in open session pursuant to Wisconsin Statutes Section 19.85(1)(c). A roll call vote was held with these results: Cnare, aye; Oakley, aye; Sonzogni, aye; Swartzstein, aye; Wilcox, aye; and Zahner, aye. No nays; no abstentions. The Board reconvened in open session.

A plan was made for the Chair (Zahner) to report the results of the performance evaluation to the county executive and the mayor via letters. The personnel committee will continue to discuss refining and improving the performance evaluation procedure for 2009 and will come back to the board at a future meeting with suggested changes.

#### **ADJOURNMENT**

It was moved by Wilcox/Cnare to adjourn. The vote to adjourn was unanimous. The board adjourned at approximately 7:45 pm.