

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

Thursday, May 13, 2010

5:30 PM

Madison Water Utility
119 E. Olin Avenue
Conference Room A&B
Madison WI 53713

1. CALL TO ORDER / ROLL CALL

Present: 7 -

Lauren Chare; Susan J. Zahner; Patricia A. Lasky; Lori Kay; William C. Sonzogni; Alan I. Schwartzstein and Denise Duranczyk

Excused: 1 -

Judith M. Wilcox

OTHERS PRESENT: Tom Schlenker, Janel Heinrich, Pamela Abel (recorder), Jeff Golden, David Caes, John Hausbeck

2. APPROVAL OF MINUTES

This was Approve the Minutes

3. PUBLIC COMMENT - 5 minutes per speaker - NONE

4. [18387](#) Chair's Report for May 13, 2010

Attachments: [Chairs Reports 5 13 2010.pdf](#)

This Miscellaneous was Accept

Election will be held in June. Wilcox was interested in the Chair position but due to health issues, is withdrawing as a candidate. Zahner is willing to continue service as Chair if no one else is interested.

Zahner distributed Board evaluation results. The one concern seems to be inadequate orientation. Kudos to the Chair for doing this to improve the board processes. A suggestion was made to have the Executive Committee do a review and bring a recommendation back to the Board.

5. [18388](#) Director's Report May 13, 2010

Attachments: [Directors Report May 13 2010.pdf](#)
[2009 Performance Based Contract obj.pdf](#)

This Miscellaneous was Accept

Schlenker indicated that the performance based contract letter that we received from the state not only cites a good report but also a good outline of contracted work that we do on behalf of state. The value of the consolidated contract is approximately \$300,000 for the bulleted points outlined in the letter. The question was asked whether a 72% immunization rate is considered low and if this is adequate. One explanation is that if one shot is missing, a person falls out of the category of completed immunizations. If it is not adequate, do we need more resources to improve the rates. Staff will look at CDC and the states expectations to get a good benchmark. We will come back to the Board with this information at the next meeting.

Schlenker presented to some staff at Dane County Human Services at Lynn Green's request to provide a public health update. Most attendees were staff working with special needs clients. He described to staff the efforts being done in the Meadowood neighborhood. In some instances, there is dissatisfaction in Human Services that we have changed our model and public health staff is no longer spread across the county geographically. There is a sense that PHNs are not available to help where they once were. Human Service staff was interested in how we did or did not serve people with special needs during the H1N1 pandemic. A staff person is particular is eager to work with us on a social capital approach for emergency preparedness and possibly use some of those funds on programs. This social capital approach in getting people connected was also successful in the Triangle neighborhood.

6. COMMUNITY HEALTH DIVISION - Janel Heinrich - 5 minutes

The work has begun after approval of the resolution to accept funds for immunization work. During the first phase, work will be done to outreach and immunize underinsured and uninsured adults, mostly for Hepatitis A, Hepatitis B or HPV. In the second phase, work will be done to provide immunizations at day care clinics. The state buys the vaccine, we do outreach and immunization. Outreach will be done at MATC, Planned Parenthood, Walgreens clinics, etc. and also next phase will be to target high risk groups.

Staff presented to the Mayor, Chief of Police and Director of Planning for the city on the work done in Meadowood on violence prevention. They were happy to hear that violence prevention is considered a public health issue and not just a police issue. It includes revitalization in the community looking at the built and social environment of the community and developing interventions. A package has been assembled on what can be done with little money to create a huge impact. That includes programming for youth for the summer. Heinrich will have staff present at the June Board meeting. The question was asked if this is something that could be submitted for publication in MMWR. Cnare serves on the Community Services Commission and suggests submitting it to them for funding. That body has begun to fund based on collaboration and connecting evidence based practices in the community. A suggestion was made to apply for a partnership fund grant through the UW Population Health Institute. Heinrich circulated the latest newsletter from her division.

7. OPERATIONS DIVISION - David Caes - 5 minutes

Caes announced that due to the uncertainty of economics in Dane County, the budget kick off will be delayed for one month. This will delay our budget work. The Budget Committee decided to meet twice in July prior to the Board meetings yet to be scheduled in July. We are unsure of Wilcox's ability to participate in the budget process at this point. We continue to work on space issues at Harambee which should resolve in the next month. Access is looking for more space at Harambee due to their expansion.

8. ENVIRONMENTAL HEALTH DIVISION - John Hausbeck - 5 minutes

Doug Voegeli, Environmental Health Supervisor, is ready to return from military leave in early July. Planning has begun for Tommye Schneider's retirement party at the end of July, details to come later. The pesticide use policy review requested will wait for her return.

REPORTS OF STANDING AND SPECIAL COMMITTEES - 5 minutes

9. Executive - Zahner - No report

10. Budget - Meeting Held April 15, 2010

Duranczyk reports that the committee reviewed and approved the 2008 audit done on the department. A summary of the audit will be on the June agenda for approval of the audit. There was also discussion on the well and septic funds, which will be up for approval later in this meeting. There were no specific dates set for upcoming budget committee meetings. We will now wait to see what happens with the county revenue streams over the next few months. Caes met with the Comptroller's Office to discuss developing a policy to maintain reserves. At a future date, we may want a rainy day fund and come to the Board for approval.

11. Personnel - Lasky - No report

12. Bylaws - Kay - No report

13. Administrative Hearing - Kay - No report

NEW BUSINESS

City Common Council Business - 15 minutes

- 14. [17962](#)** Amending Section 7.01(1)(a) of the Madison General Ordinances to reduce the membership of the Pest Management Advisory Committee from six to five members.

A motion was made by Cnare, seconded by Duranczyk, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Amending MGO to reduce membership of the Pest Management Advisory Committee from six to five

Hausbeck explained that this was generated due to having a hard time filling open seats and therefore, having difficulty getting quorum. Zahner mentioned that there is nothing in the bylaws about this committee.

ACTION – Cnare/Duranczyk moved to request Dave Gault, Corporation Counsel, review whether this committee needs to be included in the bylaws, and if similarly, the Safe Food Advisory Committee should be included. Passed unanimously.

15. [18224](#) Amending the 2010 Public Health Operating Budget to allow for the carryforward and expenditure of 2009 grants and designated donations.

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

16. [18242](#) Applying Well and Septic Fund Reserves to Scan Files for On-Line Permits

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

Duranczyk requested a county version be drafted and sent through for County Board processing. She also requested a copy of state statute that states these fees only be used for well and septic purposes.

Board of Health Resolutions

ACTION - Schwartzstein/Cnare moved the following items to consent calendar, passed unanimously.

17. [18399](#) Isolation of Individuals Who Are Homeless

Attachments: [2010 07 BOH IsolationServicesforHomeless.pdf](#)

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

18. [18420](#) Lead Hazard Reduction

Attachments: [2010 08 BOH Lead Hazard Reduction.pdf](#)

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

19. [18424](#)

To Receive Fund from the Wisconsin Department of Health Services - Flood Assessment

Attachments: [2010 09 BOH Receive Funds from WI Dept of Health Services Flooding Grar](#)

A motion was made by Schwartzstein, seconded by Cnare, 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.

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

ACTION - At 7:01 p.m. Durancyck/Lasky moved to go into closed session, passed unanimously.

A discussion was held of the performance evaluation. It was decided that Zahner would communicate the results via letter to the Mayor and County Executive.

Sonzogni/Schwartzstein moved to go back into open session. Motion carried unanimously.

21. **ADJOURNMENT - Durancyck/Schwartzstein moved to adjourn. Motion carried unanimously.**