

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

Thursday, December 8, 2011

5:30 PM

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

1. CALL TO ORDER / ROLL CALL

Present: 7 -

Matthew J. Phair; Susan J. Zahner; Judith M. Wilcox; Patricia A. Lasky;
Lori Kay; Renae Sieling and Alan I. Schwartzstein

Excused: 1 -

Denise Duranczyk

2. APPROVAL OF MINUTES

3. PUBLIC COMMENT - 5 minutes per speaker - None

4. CHAIR'S REPORT - Susan Zahner - 5 minutes

No report but if time allows, would like to discuss ad hoc evaluation

5. INTERIM DIRECTOR'S REPORT - Janel Heinrich - 5 minutes

The new WIC clinic schedule went into effect on December 1 and they have maintained or exceeded the caseload on a daily basis. The no show rate remains the same. Staff continue going to outlying communities until the first of the year. Staff is experiencing stress during the transition. We will experience our first position bump since the merger.

6. COMMUNITY HEALTH DIVISION REPORT - Janel Heinrich - 5 minutes

- 6.a.** [24727](#) Community Health Newsletter for November 2011 on the Oral Health Program

Attachments: [Community Health Newsletter November 2011 Oral health.pdf](#)

7. OPERATIONS DIVISION REPORT - David Caes - 5 minutes

The director position was reopened last week and will be advertised through the end of December. The Board wants to recognize county employee relations for doing a nice job done on the brochure for the director recruitment.

8. ENVIRONMENTAL HEALTH DIVISION REPORT - Doug Voegeli - 5 minutes

Madison Kipp soil vapors were collected but the results are not known yet. The appeal for neutering the dog "Two Face" took place and the dog was returned to the owner. Public health has been charged with the manager of a study of the environmental effects of fireworks. Our environmental epidemiologist, Jeff Lafferty, will pull together what a study would look like and a cost analysis. We will not do the study, we will oversee the study. The scanning project continues and we hope to finish by the first quarter of 2012. Our lab is looking at beet juice to reduce use of road salt. Occupy Madison was issued an extended campground permit variance which was then submitted to the state to grant or deny. There is a new baby girl in Environmental Health, daughter of Katie McCulloch.

NEW BUSINESS - ACTION Items - 20 minutes

Referral from Madison Common Council

9. [24618](#) Authorizing the Board of Health for Madison and Dane County on behalf of Public Health - Madison and Dane County to execute an amendment to the lease with International Properties LLP for office space located at 2701 International Lane.

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

10. [24630](#) A Resolution authorizing the Board of Health for Madison and Dane County to enter into a contract for purchase of services with Safe Community Coalition of Madison and Dane County, Inc. to coordinate the Poisoning/Opiates Initiative

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

11. [24414](#) Amending Sections 13.07 and 13.21 of the Madison General Ordinances to create a residential water service connection requirement and to update the well operation permit and well abandonment procedures and requirements.

A motion was made by Ald. Phair, seconded by Kay, to Return to Lead with the Recommendation for Approval to the WATER UTILITY BOARD. The motion passed by voice vote/other.

Board of Health Resolutions

12. [24728](#) Board of Health Resolution #2011-22 In Recognition of Carol Johnson-Hohol

Attachments: [Board Resolution 2011 22 Recognizing Carol Johnson-Hohol.pdf](#)

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

13. [24729](#) Board of Health Resolution #2011-23 In Recognition of Doris Franklin

Attachments: [Board Resolution 2011 23 Recognizing Doris Franklin.pdf](#)

This Board of Health Resolution was Grant Final Approval by the Board of Health

14. [24730](#) Board of Health Resolution #2011-24 In Recognition of Marsha Furry

Attachments: [Board Resolution 2011 24 Recognizing Marsha Furry.pdf](#)

This Board of Health Resolution was Grant Final Approval by the Board of Health

15. [24731](#) Board of Health Resolution #2011-25 In Recognition of Sandra Meyer

Attachments: [Board Resolution 2011 25 Recognizing Sandy Meyer.pdf](#)

This Board of Health Resolution was Grant Final Approval by the Board of Health

16. [24732](#) Board of Health Resolution #2011-26 In Recognition of Jane Betzig

Attachments: [Board Resolution 2011 26 Recognizing Jane Betzig.pdf](#)

This Board of Health Resolution was Grant Final Approval by the Board of Health

17. [24740](#) Board of Health Resolution #2011-27 Community Health Needs Assessment Adding Stoughton Hospital

Attachments: [Board Resolution 2011 27 Community Health Needs Assessment Add Stoug](#)

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

Heinrich mentioned that it has been a difficult year for the department and especially for staff. She wants to acknowledge staff contributions to the department and dedication to the WIC program. The Chair also expressed the difficult but careful process used to come to the WIC reorganization decision and thanked staff for their service to the city, county and WIC program.

REPORTS OF STANDING AND SPECIAL COMMITTEES - 5 minutes

18. Executive - Susan Zahner
19. Budget - Judy Wilcox
20. Ad Hoc Bylaws - Judy Wilcox

Another person is needed to serve with Wilcox to review the bylaws by the first quarter of next year.

21. Administrative Hearing - Judy Wilcox - Report on Dangerous Animal Hearing November 21, 2011

A negotiated settlement was reached between the city attorney and the owner of Two Face. The panel feels it is important to follow up on the recommendations made and Voegeli assures members that will be done. This appeal was different than others due to the owner only appealing the neutering the dog.

- 21.a. ACTION to Approve the Administrative Hearing Procedure (24733)

[24733](#) Public Health Madison and Dane County Administrative Hearing Procedure

Attachments: [PHMDC Administrative Hearing Procedure Final.pdf](#)

A motion was made by Wilcox, seconded by Ald. Phair, to Approve with Amendment(s). The motion passed by voice vote/other.

One correction needs to be made to remove Public Health Commission. The date of this action needs to be added. This will help the board since there are often different members serving for the appeal process. Thanks to Judy Wilcox for chairing.

22. Personnel - Pat Lasky

The director recruitment was reopened with a December 30 application deadline. It was agreed to try and have the same Board members participate, based on availability, in the same process previously used for recruitment. One change is that references will be checked with the panel present and a Board member should be present for that part of the process.

23. Ad Hoc Evaluation - Susan Zahner

The Chair would like to brainstorm if and how to go about an evaluation of department programs, one of the board duties listed in the Intergovernmental Agreement (IGA). Zahner has discussed with Heinrich and staff is interested in working with the Board. If the Board decides to do this, a decision needs to be made about what program will be chosen and how this joint effort will be accomplished. Things to consider in the decision; what indicators will be used, how will Healthiest Wisconsin and leading health indicators will be brought into the process, who are the stakeholders, how we will incorporate the department strategic plan into the process, and are objectives of the programs being met. The process should have value for the department and community without micromanaging, and not be an excessive burden for the department. The department routinely reports to the board about programs as part of Board meetings and uses the CDC evaluation framework. Staff suggest the following programs for evaluation this year; WIC, Nurse-Family Partnership and Clean Sweep. Staff will review and suggest which program should be evaluated in what order. It was suggested that programs with significant impact in the 2013 budget might also be evaluated.

24. **ADJOURNMENT - 6:53 p.m.**

This was Adjourn