

Meeting Minutes - Draft

BOARD OF HEALTH FOR MADISON AND DANE COUNTY

Thursday, October 9, 2014

5:30 PM

The Atrium, The Village on Park
2300 S. Park St., Community Rooms

1. CALL TO ORDER / ROLL CALL

The Chair called the meeting to order at 5:34 p.m.

Present: 6 - Cynda Solberg; Mark E. Edgar; Judith M. Wilcox; Patricia A. Lasky; Lezli Redmond and Renae Sieling

Excused: 2 - Matthew J. Phair and Jerry L. Halverson

OTHERS PRESENT: Shawnee Parens, Mary Michaud, David Caes, Doug Voegeli, Jeff Lafferty, Karri Bartlett, Debi DeNure, Pamela Abel (recorder), Joe Grande

2. APPROVAL OF MINUTES

This was Approve the Minutes

3. PUBLIC COMMENT

Michael Kokott - registered in support, is an area dentist representing the Greater Dane Dental Society, who are in favor of fluoridation for the community.

Robbyn Kuester - registered in support, is Fluoridation Coordinator at the Wisconsin Department of Health Services. Fluoride in the drinking water is an equitable and cost effective way to reduce tooth decay.

4. DISCLOSURES AND RECUSALS - None

5. [27914](#) CHAIR'S REPORT - 5 minutes

The Chair attended the racial justice summit and is very proud of the representation from the department, especially Jordan Bingham and Angela Russell who organized the summit, provided great presentations and are highly respected. Thank you from the Board.

6. [32728](#) DIRECTOR'S REPORT - 5 minutes

ACTION ITEMS - 25 minutes

7. [35660](#) Policy Statement - Fluoridation of Public Drinking Water - Updated June 4, 2014

Attachments: [FluoridationPublicDrinkingWater.pdf](#)

A motion was made by Solberg, seconded by Lasky, to Approve. The motion passed by voice vote/other.

8. [35661](#) 2015 Board of Health for Madison and Dane County Meeting Dates

Attachments: [2015 BOARD OF HEALTH MEETING DATES.pdf](#)

A motion was made by Solberg, seconded by Lasky, to Approve. The motion passed by voice vote/other.

9. [35629](#) Authorization for the Board of Health for Madison and Dane County on behalf of Public Health-Madison and Dane County to enter into an agreement with SEAL Analytical for the purchase of a Multi-Chemistry Discrete Analyzer

A motion was made by Sieling, seconded by Edgar, to Return to Lead with the Following Recommendation(s) to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

Title: Authorization for the Board of Health for Madison and Dane County on behalf of Public Health—Madison and Dane County to enter into an agreement with SEAL Analytical, (Inc.) ADDITION in parens for the purchase of a Multi-Chemistry Discrete Analyzer

Sponsor: Matthew J. Phair

Referrals: Board of Health for Madison and Dane County, Board of Estimates

Fiscal Note: Funding is included in the Adopted 2014 Public Health Capital Budget. There is no anticipated impact on cost controls or the tax levy. Account Number UA77-58535-810606.

Preamble: Public Health—Madison and Dane County (PHMDC) operates a laboratory that includes a microbiology and chemistry lab. Among other testing, the chemistry lab does landfill testing, non-storm water discharge testing, and storm water testing that requires a discrete multi-parameter analyzer for water quality analysis. The current instrument was acquired in 1999 and is nearing the end of its expected lifetime. A complete failure of this equipment would force the lab to discontinue these testing programs. The PHMDC Lab is seeking a Multi-Chemistry Discrete Analyzer Discrete Analyzer to automate testing that will reduce the amount of labor and chemical waste involved in such analyses. The lab staff contacted eight manufacturers and visited two, but could only identify one product that meets the needs of the laboratory—the AQ2 Discrete Analyzer from Seal Analytical, (Inc.) Inc. ADDITION in parens (Mequon, WI).

In summary, the Seal AQ2 is the only Discrete Analyzer system available that can fit within the current infrastructure and still meet the automation, capacity, cross contamination, detection and methods required by the PHMDC laboratory:

- **Design:** While there are several manufacturers with systems designed for clinical uses, the Seal AQ2 is specifically designed to run environmental samples.
- **Detection:** Most other manufacturers use disposable plastic cuvettes that have can have considerable variation in their optical properties, which can lead to erroneous results and less sensitive detection limits.
- **Cross contamination:** When multiple analytes are run together between samples it is critical to prevent cross-contamination between samples. The Seal AQ2 uses a travelling contaminant free wash station to clean the sample probe between each sample and reagent addition.
- **Automation:** The Seal AQ2 system is capable of running under computer control from start-up to shut down without operator interventions so that it can be run overnight. Each sample can be analyzed for the specific analytes required which allows two consecutive samples to be analyzed for a different suite of analytes or chemistries. In contrast, most other systems require operator intervention for this.
- **Footprint:** The Seal AQ2 is a bench-top unit so that it can be integrated into the PHMDC lab without remodeling. It is not feasible to remove existing

cabinetry to create space for the floor models offered by other manufacturers.

- Method: The PHMDC lab has been certified by the Wisconsin Department of Natural Resources to analyze drinking and ground water samples using the EPA 353.2 standards. Most other bench-top models use the EPA 353.1 standard, which uses Hydrazine Reduction and would require additional upfront and ongoing annual costs since it would require the PHMDC lab to keep reagents on hand for both methods and to require the additional cost of disposing of hydrazine waste.

The Inter-Governmental Agreement that created Public Health—Madison and Dane County requires that the department follow City of Madison purchasing guidelines. MGO 4.26 requires (the purchase of goods to be made consistent with the policies of the Finance Director (aka Purchasing Guidelines.) The Purchasing Guidelines would require a formal bid for a single purchase of goods over \$25,000. PHMDC has negotiated a price of \$53,358 for the Seal AQ2 and \$25,642 for associated services and the first year of maintenance.) ADDITION in parens With this resolution, Common Council is being asked to authorize the purchase of an AQ2 Discrete Analyzer from SEAL Analytical, Inc. The Adopted 2014 Capital Operating Budget includes \$84,270 for this instrument. The manufacturer is extending a steep discount, which has reduced the purchase, installation, initial supply of consumables, training and one-year of maintenance to \$79,000.

Body:

WHEREAS Public Health—Madison and Dane County is a local health department that operates a chemistry laboratory that provides for landfill and water testing; and

WHEREAS a critical instrument use for the processing of samples has reached the end of its useful life; without this instrument the lab is not able to provide this testing; and

WHEREAS the Inter-Governmental Agreement that created Public Health—Madison and Dane County requires that the department follow City of Madison purchasing guidelines, (the Purchasing Guidelines require a formal bid for equipment over \$25,000;) ADDITION in parens

WHEREAS SEAL Analytic(al, Inc.) ADDITION in parens offers an AQ2 Discrete Analyzer that has attributes unlike other similar instruments and the PHMDC staff has determined that it is unique in meeting the needs of the PHMDC lab, NOW THEREFORE BE IT RESOLVED THAT the Board of Health for Madison and Dane County on behalf of Public Health—Madison and Dane County is authorized to enter into a purchase agreement with SEAL Analytic(al, Inc.) ADDITION in parens of a AQ2 Multi-Chemistry Discrete Analyzer (with a total cost of up to \$79,000 for the equipment, services and 1 year of maintenance of) ADDITION in parens and the Director of Public Health—Madison and Dane County is authorized to sign the agreement.

(BE IT FURTHER RESOLVED the Director is authorized to sign future agreement(s) with the contractor as needed for the maintenance of this equipment.) ADDITION in parens

10. [35743](#) Board of Health Resolution #2014-07 Transform Wisconsin Fund

Attachments: [BOH Resolution 2014 07 Transform WI Fund.pdf](#)

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

Karri Bartlett, supervisor of the tobacco program, gave an update. Their goal was ten policies and they have achieved twenty policies which means 5200 smoke free tenants.

11. [35744](#) Board of Health Resolution #2014-08 Agreement for Wisconsin Well Woman Services in Rock County

Attachments: [BOH Resolution 2014 08 Well Woman Services in Rock County.pdf](#)
[BOH Resolution 2014 08 WWWP in Rock County AMENDMENT.pdf](#)

A motion was made by Redmond, seconded by Solberg, to Adopt With Amendment(s). The motion passed by voice vote/other.

12. [35667](#) Board of Health Election of Officers

Solberg/Seiling moved to adopt the following slate of officers:

Chair – Judy Wilcox

First Vice Chair – Mark Edgar

Second Vice Chair – Pat Lasky

Redmond/Solberg moved to close nominations. Unanimously approved.

REPORTS TO COMMITTEE

13. [33972](#) OPERATIONS DIVISION - 5 minutes

A new accounting system will be implemented next year, which will allow more streamlined reporting.

14. **ENVIRONMENTAL HEALTH DIVISION - 5 minutes**

- Alders Strasser and Phair are working with Animal Services to adjust ordinances to handle animal cruelty and neglect.
- The DNR and EPA are working on a plan recover PCB underneath the factory, which would be done if they stop manufacturing.
- Several staff from Environmental Health attended the racial justice summit.
- The Lab will now have a new discreet analyzer.
- Emergency Preparedness - the department Emergency Response Team will meet next week. Also, several staff will meet with airport staff to make sure plans are in place for Ebola, although we continue to be at a very low risk. Our Epidemiologist, Amanda Kita Yarbrow has been working with health care personnel for some time on this issue.

15. [32731](#) COMMUNITY HEALTH DIVISION - 5 minutes

- Work has been done on the Rock County Well Woman program to produce the resolution and agreement.
- Most Community Health managers attend the racial justice summit and came away very inspired and with good connections.
- Kate Louther, a Community Health Supervisor, attend a TB education conference held by the CDC. She presented an analysis she did on the cost of managing patients with latent TB. She also accepted an award for our TB sputum collection video, which has now been translated into many languages and is in English on You Tube.

16. [33353](#) POLICY, PLANNING AND EVALUATION DIVISION - 5 minutes

- Several new staff have started, the most recent being Jami Crespo, our Policy Analyst.
- One change in staffing is that Jesse Ramirez, a Public Health Aide, has now joined Environmental Health half time. He is bilingual, bi-cultural.
- On October 22, a national expert, Fran Butterfoss, is coming to do coalition development training for our staff and partners.
- A Maternal Child Health Community Advisory Board will meet soon to build out a more comprehensive approach.

LIAISON COMMITTEE UPDATES - 5 minutes

17. [28747](#) Committee on the Environment - Pat Lasky

- The committee is not doing an environmental register for now.
- They are looking at a variety of potential directions for the committee.

18. [28748](#) Madison Food Policy Council - Alder Matt Phair

STANDING AND SPECIAL COMMITTEES

19. [27921](#) EXECUTIVE

20. [27922](#) BUDGET

20.a. [35440](#) Board of Health Budget Committee Meeting Minutes for August 15, 2014

Attachments: [BOH Budget Committee Meeting Minutes for August 15, 2014.pdf](#)

This Miscellaneous was Approve

21. [27923](#) ADMINISTRATIVE HEARING

22. [27924](#) PERSONNEL

23. **FUTURE MEETING ITEMS AND DATES**

The next meeting date is November 6, moved due to a conflict with a city budget meeting.

24. **ADJOURNMENT**

This was Adjourn