

HEALTH & AGING COMMITTEE MEETING MINUTES
January 10, 2017

COMMITTEE MEMBERS PRESENT: Bob Mott, Carol Pederson, Tom Kelly, Bill Freudenberg, Jackie Cody, Marge Saari, Barbara Young, Ed Hammer, Nancy Brisse, Dr. Amy Slette, Ann Ovsak

COMMITTEE MEMBERS ABSENT/EXCUSED:

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None.

STAFF PRESENT: Linda Conlon, Todd Troksey, Corie Zelazoski, Jennifer Bates, Christie Oestreich, Maria Otterholt, Dianne Jacobson, Dawn Johnson

OTHERS PRESENT: Janell Schroeder, ADRC of the Northwoods Regional Manager
Jim Altenburg Northwoods Transit Manager

Call to order: Meeting called to order by Chairperson Bob Mott at 9:00 a.m. at the Health & Aging Building, 100 W Keenan Street.

The Chairperson noted that this meeting of the Health & Aging Committee had been properly posted in accordance with the Wisconsin Open Meeting Law.

Approval of agenda for today's regular meeting: Motion made by Cody, seconded by Brisse to approve today's agenda. All ayes, motion carries.

Aging

Transit Commission update: Transit Commission update given by Jim Altenburg, Northwoods Transit Manager. Ridership continues to increase in all 3 service areas (Rhineland, Eagle River and Lakeland). There are currently up to 5 vehicles operating in the Rhineland area and they are having a hard time keeping up with the demand. In December the Northwoods Transit, in conjunction with area business, did a Christmas lights tour where they took passengers around to see the Christmas lights and ended up at Culvers for a free ice cream cone. There were 74 passengers and 4 buses. The Northwoods Transit is developing a shuttle service between Rhineland and Minocqua. This will start out to be a couple of days a week and then become a Monday through Friday shuttle as the bus becomes available. Transit has currently rented a facility and has their own master mechanic to be able to get the buses repaired and back into circulation faster. They are also working with Nicolet College on an apprentice program to help to train future mechanics. Altenburg is currently working on writing a grant to purchase more buses. The grant would cover 80% of the bus purchase, leaving the remaining 10% local match required. Transit is pursuing donor opportunities with local businesses or individuals. Discussion only, no action taken.

Presentation on Aging Units and ADRC Integration: Jacobson gave the presentation. Last fall the state asked ADPAW (Aging & Disability Professional Association of Wisconsin) to

develop the definition of "Integration (County Aging Units and ADRCs). The original ADRC's were piloted by Aging Units and it was a natural one-stop-shop with one name (ADRC) for the communities they served. As Family Care started rolling out across the states, more Human/Social Services Departments applied to operate the ADRC and in many cases the County Aging Unit remained a separate agency, location, name.

The ADPAW Integration Task Force developed the report (distributed to COA members before this meeting). The Task Force developed criteria on two ends of the spectrum of what constitutes minimum integration and what would be considered ideal integration. Minimum integration would focus on what is best for the consumer and Ideal Integration would encompass both what is best for the customer and also administratively.

The other factor that complicates Integration for regional ADRCs is it requires all County Aging Units within the region to merge into one Aging Unit for the ADRC region. The chart near the rear of the report outlines criteria for single-county versus regional ADRCs.

To start reviewing the criteria of an Integrated ADRC, Jacobson started with the issue of one name and location for the organization. A handout for demonstrative purposes only, listed all 72 counties and the current name of the agencies.

- **33 counties use a different name for Aging services and ADRC services** (example: Oneida County Department on Aging operates the ADRC of the Northwoods Satellite office)
- **39 counties use ONLY the name ADRC** to describe both aging services and ADRC services (example: ADRC of Florence County),

Within the last year, several Aging Units and ADRCs have reorganized.

1. Clark County left a regional ADRC model and merged into the County Aging Unit now operating as ADRC of Clark County.
2. ADRC of LaCrosse County pulled out of the current ADRC of Western Wisconsin, merged with their Aging Unit and starting July 1 will be called ADRC of LaCrosse County.
3. The other 3 counties in the current ADRC of Western Wisconsin have plans to no longer operate as a region, merge with their Aging Units and operate as single county ADRCs starting July 1.

Chair Mott requested that at each meeting we cover one aspect of Integration since it is such a complex issue. Discussion only, no action taken.

ADRC of the Northwoods Update: Janell Schroeder, ADRC of the Northwoods Regional Manager said they are still waiting on their attorney to see if the Elder Benefit Specialist (EBS) can still draw down the additional federal MA dollars for their 100 percent time reporting. With Oneida County withdrawing from being the fiscal agent for the ADRC of the Northwoods the state does not know if the EBS can still draw down. At this time they have not been able to contact them. Wipfli LLP CPA's & Consultants were selected to operate as the ADRC's fiscal agent, but Oneida County Social Services is still serving in that capacity to close 2016 and transition to Wipfli sometime in early 2017. Discussion only, no action taken.

Assistant Director Vacancy review approval: Jacobson requested to go to LRES to waive the six month hiring freeze. Motion made by Cody, seconded by Hammer to approve the Vacancy Request document and forward to LRES to waive the six month hiring freeze. All ayes, motion carried.

2017 Escort Rates: Tabled until next meeting.

Vouchers, blanket purchase orders and line item transfers – Motion made by Cody seconded by Pederson to approve the line item transfer from the DOT Trust Fund to pay the repair bill of the buses of \$4645.00. This bill was incurred when the buses belonged to Oneida County before they were subleased to the Transit Commission on January 1, 2017.

Motion made by Brisse, seconded by Cody to approve the vouchers and blanket purchase orders as presented. Motion made by Cody, seconded by Saari to approve the remaining line item transfers as presented. All ayes, motion carried.

Monthly Reports: Staff and program reports: Jacobson presented the Staff and program reports. Discussion only, no action taken.

Legislative Update: Reminder about the Advocacy 101 training being offered here in our building on Friday, January 27th. Please RSVP to Dianne with your interest. Handouts distributed on current issue. Discussion only, no action taken.

Agenda items for next meeting: Escort Rate, Transit Commission, Aging & ADRC integration and all usual agenda items.

Public Communications: None.

HEALTH & AGING:

Minutes of December 13, 2016 Meeting: Motion made by Cody, seconded by Hammer to approve minutes of December 13, 2016 meeting with minor corrections. All ayes motion carried.

Date/Time/location of future regular meetings: The next regular meeting is scheduled for **February 14th, 2017** at 9:00 a.m. in the Health & Aging Building, 100 W Keenan Street. The Board of Health will begin at 9:00 a.m. on the second floor with joint meeting of Health & Aging to follow. The Department on Aging will meet at approximately 10:00 a.m. on the second floor as well. Tentatively the March meeting is scheduled for **March 14, 2017** at 9:00am in the Health & Aging Building, 100 W Keenan Street. The Department on Aging will begin at 9:00 a.m. on the second floor with joint meeting of Health & Aging to follow. The Board of Health will meet at approximately 10:00 a.m. on the second floor as well.

Health and Aging issues: Ice in the parking lots, Conlon has made a request to Building and Grounds to have the parking lots sanded.

HEALTH

1. **Public Comment/Communication: None**
2. **Staff Report:** The Immunization Program presented about the three areas they have been working on. Their foundation program is immunizations for children (24 months of age). The rate of immunizations for this age group has been trending downwards in our county. They plan to work on a QI project to see how they can improve these numbers. With the efforts and funding from the "HPV Grant" for adolescents, reports have shown an increase of 10% in the immunization rates for this vaccine. The Adult Immunization Program and Grant has been focusing on pneumonia vaccines and is currently working on sending out a mailing targeting 65-75 year olds that they may need any of the recommended vaccinations.
3. **11.16 Revisions:** As of July 1, 2016 the Department of Health Services (DHS) Food Safety and Recreational Licensing (FSRL) Division merged with the Department of Agriculture, Trade and Consumer Protection. The agency is called the Department of Agriculture, Trade and Consumer Protection, Division of Food and Recreational Safety, or DATCP-DFRS. Due to this merger, all reference to any code section that was formerly DHS, such as DHS 172, Public Pools, is renumbered as ATCP 76, Public Pools. This is reflected in the draft of 11.16. All internal policies that reference those code sections have already been renumbered, as required by DATCP during annual review process. In addition, the Body Art program was formerly under DHS was moved to the Department of Safety and Professional Services (DSPS). The new Tattooing and Body Piercing program is now numbered as DSPS 221 (Tattooing and Body Piercing), and Chapter 463, Ss., Body Art and Tanning Facilities (Body Artist Practitioners Licensure). This code has not changed; the only changes that have been made are regarding language. Jackie Cody made motion, Tom Kelly seconded (with this motion we believe the material has not changed, only the numbers related to the change in agencies have been changed) all ayes, motion carried.
4. **WI Wins Procedures:**
 - a. 2017 Oneida County will implement State Statute 134.66 to its integrity and fine both clerks and owners when violations occur in which the clerk was trained on selling tobacco
 - b. Fee will be \$263.50/person
 - c. Clerks who are not trained in selling tobacco will not be fined; the owner will be fined in this case
 - d. The goal is to ultimately achieve 0% illegal sales in Oneida County (17 counties currently in WI who have 0%)
5. **Monthly Reports/Updates:**
 - a. **Environmental Health Report:**
 - i. A complaint was filed regarding an approximate 1" long, 1/8" dia. Stainless steel bolt in the cheese portion of a pizza purchased at a local pizza restaurant.

The stainless bolt was brought into the Health Dept. The complainant originally contacted the facility, along with the corporate office. Return contact from corporate was not as the complainant expected.

An inspection revealed the bolt was an exact match with other bolts in the commercial grade cheese grader wheel assembly. There are 8 bolts, of which 3 were missing, including the one the complainant brought in.

Most equipment used in a food facility needs to be commercial grade. Most commercial grade equipment is reviewed by ANSI or NSF, to meet certain requirements for functionality, safety, and cleanability.

The ANSI an NSF approval process involves reviewing equipment as the manufacturer produced it, including all the parts the manufacturer originally included with it. Since there were parts missing, the equipment would not meet ANSI or NSF requirements, and therefore, the equipment needs to be repaired or replaced.

In addition, the bolt holes from the three missing bolts are no longer cleanable, as the food code requires. Equipment approval also considers cleanability. The bolt holes contained old cheese that could not be effectively removed during the wash, rinse, and sanitize process.

The 2 food code provisions that apply are:

4-205.11 Food Equipment, Certification and Classification.

(A) Except as specified under ¶ (B) of this section, FOOD EQUIPMENT that is certified or classified

for sanitation by an American National Standards Institute (ANSI)-accredited certification

program is deemed to comply with Parts 4-1 and 4-2 of this Chapter.

(B) FOOD EQUIPMENT that is not certified or classified for sanitation by an American National Standards Institute (ANSI)-accredited certification program shall be approved by the department of agriculture, trade and consumer protection.

4-501.11 Good Repair and Proper Adjustment.

(A) EQUIPMENT shall be maintained in a state of repair and condition that meets the requirements specified under Parts 4-1 and 4-2.

(D) EQUIPMENT shall be used and operated in accordance with the manufacturers' instructions and as listed and tested unless APPROVED by the REGULATORY AUTHORITY.

Sometimes, more than one code reference can be used in order to gain compliance, especially if an inspector believes there may be resistance from an operator. Both sections could apply. In this situation, only the second code reference was used, as this was deemed enough to gain voluntary compliance, as this facility will be able to absorb the cost of new equipment.

- ii. The final DNR reimbursement has been calculated to be approximately \$9,000 more than last year. This is due to the new requirements for several items, such as an "annual site visit" for every facility that does not need a sanitary survey. We have ~300 facilities, of which ~60 per year need sanitary surveys. Therefore, ~240 facilities needed an annual site visit (238).

Other additional items such as monthly monitoring for new facilities and additional trip charges to confirm corrections and for bacteria positive follow up sampling are also new last year.

It is difficult to calculate whether the additional costs for our time and materials covered the \$9K of additional funds. However, with the interns performing a portion of that work, and some of the work being "doubled-up", it is likely we were in the black for the extra work we had to complete.

An example of doubling up is; we get paid to collect bacteria and nitrate samples, and get paid to complete the annual site visits. Both of those activities can be completed during sampling (no additional trip time), with little additional time on site to view the system components, and a small amount of extra time to complete and submit the paperwork.

- b. Communicable Diseases (UNABLE TO RUN REPORT THIS MONTH): As of 1/9/16 we are still very much into trying to manage the Oneida County Pertussis outbreak. This will end up being our largest outbreak to date. We do not think this is due to lack of immunization instead a lack of containing or quarantining those who are contagious from spreading it to the rest of the public. Our biggest concerns are the vulnerable populations such as infants, elderly, pregnant women and those who are immunocompromised.

- c. Health Hazards:

<u>Hazard Description</u>	<u>New</u>	<u>Existing</u>
Air Quality		
Animals		1
Asbestos		
Dilapidated Structure		
Hazardous Material		
Housing	1	
Lead Hazards		
Meth		
Mold	1	3

Noxious Smoke/Fumes		
Occupational Hazard		
Other Environmental Hazard		
Radiation Hazard		
Radon		
Sewage Disposal System		
Sewage		
Solid Waste/Garbage		2
Water Quality		
Subtotal	2	6
New Cases Closed	-0	
Total Open Cases	2	+6
Grand Total		11

d. Media and Outreach from 8/9/16 – 9/8/16:

Blog	
Facebook	13
Press Release	2
Presentation	
Board of Health	
Interview	2
Health Fair	
School	1
Total:	18

e. Facebook Reporting:

Posts	13
Total Reach	2,128
Average Reach per Post	164
Total Engagements (likes, shares, comments)	214
Average engagement per post	16
Boosts during timeframe	No
Post with largest reach	Pertussis signs and symptoms on 12/16/16, reach of 782
Post with largest engagement	Pertussis signs and symptoms

(likes, shares comments)	on 12/16/16, engagement of 155
New Page Likes	4
Total Page Likes	353

- f. Legislative Update: Still working toward funding for communicable disease at the state level. Resolution is going to county board this month.
6. Staffing Update: Kerri Ison has taken our secretarial position who is a long standing county employee. We are excited to welcome her to our team. We are still working to fill our front desk position.
7. Community Health Improvement Plan (CHIP): 2017 CHIP is still in draft form, we are still working on grammatical revisions but we have set our priority areas: Mental Health, Alcohol and Drug Abuse and Chronic Disease. This has been a very in-depth process that has involved community members, community partners and key members of our community who specialize in these 3 priority areas to drive how we move forward in this process. We are very excited to move forward within each of our coalitions as they begin to choose what evidence based strategies they would like to implement and move forward with this. Hospitals are required to complete this process every 3 years and Health Departments are required to complete this process every 5 years so we are trying to determine how to move forward with this process in the future. We are asking that BOH members who are so inclined will sign in support of the CHIP. Jackie Cody motion to approve the CHIP, Carol Pederson seconded, All ayes, motion carried.
8. Staff Award: Kyla Waksmonski, Five Year of Service Award (she has been here for 7), county has reinstated giving out staff awards. We are thankful for all the work Kyla does for our department.
9. Vouchers, purchase orders and line item transfers – A motion to approve vouchers, blanket vouchers, purchase orders, and line item transfers was made by Jackie Cody, seconded by Ann Ovsak. All ayes, motion approved.

10. Agenda items for next meeting: BOH letter to school board and administrator related to Sports and Pertussis Outbreak.

11. Public Communications: Coalition building and training on 1/5/17 at Nicollet College, it was a great day and many members working in our coalition areas attended to learn more about coalition building and how we can make a bigger impact in our community.

Members recognized Linda's hard work and dedication related to the Pertussis outbreak and her standing strong in the face of receiving much scrutiny in the media.

12. Adjournment: Tom Kelly motion to adjourn, Ann Ovsak seconded, all ayes, motion approved

Bob Mott

Committee Chairman

Ann Ovsak

Committee Secretary

Bob Mott

Committee Chairman

Ann Ovsak

Committee Secretary