

**HEALTH & AGING COMMITTEE MEETING MINUTES**  
**August 8, 2017**

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

**COMMITTEE MEMBERS ABSENT/EXCUSED:** Ann Ovsak.

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None.

**STAFF PRESENT:** Linda Conlon, Marta Koelling, Nichole Peplinski, Todd Troskey, and Kerri Ison. Dianne Jacobson, Joel Gottsacker and Dawn Johnson.

**OTHERS PRESENT:** Mary Rideout Director- Oneida County Social Services, Janell Schroeder-Lakeland Retirement Foundation Executive Director, Terese Poe -ADRC of the Northwoods Regional Manager, Jim Altenburg -Northwoods Transit Connection Manager.

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**Call to order:** Chairperson Bob Mott called the meeting to order at 9:04 a.m. on the second floor of the Health & Aging Building, 100 W. Keenan Street, Rhinelander, WI. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

**Approval of agenda:** Motion by Cody/Kelly to approve today's agenda with the order of items at the Chair's discretion. All ayes, motion carried.

**Public comment/communications:** None.

**Staff Report – WI Well Woman Program:** Peplinski, Program Coordinator, discussed the Wisconsin Well Woman Program (WWWP). There are 13 coordinators for the statewide program and Peplinski coordinates the program in Oneida County and eight other counties in northern Wisconsin. WWWP is funded by the CDC and provides breast and cervical cancer screenings to women ages 45-64 without insurance or who are under-insured. The end of June completed a five-year cooperative grant and July started another five-year grant cycle. Peplinski noted the number of clients has decreased, mostly due to insurance coverage through the ACA. Currently there are 57 women enrolled (30% are from Oneida County). Forty-seven (47) participants received screenings resulting in two cases diagnosed with pre-cancerous/cancerous conditions. There are currently six clients being actively treated for breast cancer. Peplinski is working to advocate for additional providers in jurisdiction to reduce travel barriers and expects new provider agreements to be signed by April. She works with state outreach partners: WI Alliance for Women's Health, WI Breast Cancer Coalition, WI Breast Cancer Task Force and Advancing a Healthier WI. Peplinski reviewed outreach events done last year and plans for 2017/future and methods used. Discussion followed.

**Quarterly Staff Development Feedback Report:** Ison reviewed the second-quarter staff development feedback. The Three Staff Development trainings were Quality Improvement/Performance Management, Public Health Preparedness, and HIPAA/Confidentiality. Discussion followed.

**Monthly Reports/Updates:**

Environmental Health Report:

- Troskey reported Xiong (EH intern) is doing a great job and has completed 62 lodging inspections and 150 water samples since starting in May.
- Second renewal invoices with late fee assessments were mailed in mid-July.
- Fair inspections went well. Worked with one new food vendor that served more potentially hazardous food.
- There have been two bed bud complaints/confirmations in the Minocqua area. One facility owner remodeled specific space and purchased dry steamer equipment for future treatments (if necessary). A pest management company is treating the other facility. Infestation trends were discussed.
- Citations have not been paid for tattooing and body-piercing incidents reported previously. A 60-day letter was mailed last week.
- Another complaint was received regarding person still baking cakes out of her home. A citation has been issued.

Communicable Diseases (07/1-31/17):

<u>Disease Name</u>	<u>Reported</u>	<u>Confirmed</u>
Blastomycosis	1	1
Campylobacteriosis (food poisoning)	3	3
Chlamydia Trachomatis Infection	6	5
E-coli, Enteropathogenic (EPEC)	1	1
Ehrlichiosis/anaplasmosis	8	8
Giardiasis	3	1
Gonorrhea	2	2
Haemophilus Influenzae, Invasive Disease	1	
Hepatitis B, Unspecified	1	
Hepatitis C	1	
Hepatitis C, Chronic	1	
Hepatitis D, Acute	1	
Lyme Disease	13	9
Lyme Laboratory Report	21	
Metal Poisoning (Non-Lead)	1	
Pertussis (Whooping Cough)	1	
Streptococcal Disease, Invasive, Group A	1	1
Streptococcal Disease, Invasive, Group B	2	2
Vancomycin-Resistant Enterococci (VRE)	1	1

Health Hazards: (7/11-8/4/17)

<u>Hazard Description</u>	<u>New</u>	<u>Existing</u>
Animals		2
Housing		2
Mold	1	2
Sewage Disposal System	1	

Solid Waste/Garbage	1	1
Subtotal	3	7
New Cases Closed	-2	
Total Open Cases	1	7
<b>Grand Total</b>		<b>8</b>

**Legislative Update:**

- Conlon noted WAHDABWPHA Joint PA Committee continues to meet monthly regarding legislative issues. She discussed LRB 2791, creating Badger Care health benefit authority to provide health plans that meet certification, Badger Care to remain open and Badger Care+ buy in for childless adults. Other issues supported include drug disposal of controlled substances, monitoring PTSD recovery assistance for First Responders, Farmers market vendors and the Cottage Bill.

**a. Outreach/Communication Report (Period 7/11/17 – 8/4/17):**

Blog	
Facebook	25
Press Release	1
Presentation	2
Board of Health	0
Interview	0
Health Fair	0
School	1
Lobby Slides	0
Mailings	0
Phone Outreach	0
Total:	29

**Facebook Reporting:**

Posts	25
Total Reach	1711
Average Reach per Post	68
Total Engagements (likes, shares, comments)	71
Average engagement per post	3
Boosts during timeframe	No
Post with largest reach	Healthy Swimming (poop microbes) on 7/27/17, reach of 220
Post with largest engagement (likes, shares comments)	Healthy Swimming (poop microbes) on 7/27/17, engagement of 29
New Page Likes	-2
Total Page Likes	388

**Staffing**

The Community Health Specialist (CHS) position has been filled by two current staff members who were losing grant funding for their positions.

**Updates:**

**Public Health Nurse-Vacancy Review Appeal:** Rob Deede, PHN, has given his notice. He will leave at the end of the month to assume a regional preparedness position with the state office. This leaves the office at a bare minimum staffing level for nursing staff. Since the CHS position was filled with current staff members, other programs will also be affected. Deede has agreed to stay on as an LTE and will assist with flu season/clinics and assist in training a new nurse. Conlon noted the vacancy review has been approved by LRES. Motion by Kelly/Cody to fill the public health nurse vacancy as requested. All ayes; motion carried. Discussion followed regarding recruitment.

**2018 LTE/Staffing Requests:**

Conlon presented the following annual LTE requests:

- Breastfeeding Peer Counselor and Registered Dietician (WIC funding), Clerical LTE and Nurse LTE (flu revenue), and Reproductive Health Nurse Practitioner.
- Currently the full-time Administrative Support (front desk) position is a split position with an LTE (3 days/week) and another county employee (2 days/week) that splits time with another department (3 days/week). OCHD position(s) funded by tax levy. Conlon would like to continue as status quo, and presented request Administrative Support LTE (three days per week).

Motion by Pederson/Cody to approve the staffing requests for the upcoming year. All ayes; motion carried.

**Vouchers, purchase orders and line item transfers:** Motion by Cody/Freudenberg to approve vouchers, personal expense voucher and line item transfers as presented. All ayes; motion carried.

**Agenda items for next meeting:** 2018 budget approval, UWEX program assistance.

**Public Comment:** None.

**HEALTH & AGING:**

**Minutes of July 11, 2017:** Motion by Kelly/Saari to approve the minutes of July 11, 2017 as presented. All ayes motion carried.

**Date/Time/location of future regular meetings:** The next regular meeting is scheduled for **September 12, 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 beginning at approximately 10:00 a.m.

**Health and Aging issues:**

- Parking lot paving/lining: Jacobson reported the paving and lining is completed.
- 2018 Budget update: Jacobson/Conlon informed the Committee that budget guidelines/templates were just received this week, three weeks later than anticipated. Staff will work to provide a budget to Committee members two weeks prior to the September meeting. OCHD/DOA budgets will be presented to the Committee for approval at the September meeting.

**AGING**

**Public Comment/communications:** Correspondence- Letter from Janell Schroeder- Chairperson Mott read a letter from Schroeder concerning the May 09, 2017 minutes. After discussion, Motion made be Cody to amend the May 9, 2017 Commission on Aging minutes and strike the sentence "The former ADRC regional manager, Janell Schroeder, objected to the use of donated PTO to ADRC staff." , seconded by Saari Nine ayes, two nays. Motion carried.

**Lakeland Retirement Foundation Updates:** Janell Schroeder gave an update on the Lakeland Retirement Foundation efforts to build a new facility. The foundation hopes to have a final plan soon to present to the public. Schroeder said the groundbreaking date for the facility is dependent on final plan completion and funding (grants, loans and donations). Discussion only, no action taken.

**Transit Commission update:** Jim Altenburg gave the Northwoods Transit Commission (NTC) update.

- Ridership- Ridership continues to increase. In July NTC provided 4,889 one way rides. NTC is projecting greater than 50,000 rides for 2017.
- New equipment: Altenburg reported the commission is still working on getting private entities to donate funds for the 20% local match that the DOT requires for the purchase of new buses.
- Approval of contract- Jacobson presented the 2017 Contract for Transfer of Grant Duties and Grant Funds for approval. Motion made by Brisse, seconded by Hammer to approve the signing of the 2017 Contract for Transfer of Grant Duties and Grant Funds to the Oneida-Vilas Transit Commission. All ayes, motion carried.

**Aging & Disability Resource Center (ADRC) of the Northwoods:**

- **Regional Manager- Update on Oneida County employees phone answering concern and fiscal agent status:** Terese Poe reported that she did not attempt to collect phone answering statistics due to the current activity of ADRC Specialists working on Family care transitions. Terese stated that she is unable to get accurate data due to the high level of home visits related to enrollment counseling. Discussion only, no action taken.
- **Fiscal Agent status:** Mary Rideout updated the committee on status of the Fiscal Agent contract with the ADRC. The Oneida County Department of Social Services has agreed to continue on a month-by-month basis for the remainder of 2017. Discussion only, no action taken.
- **Transition to Family Care/IRIS update:** Joel Gottsacker updated the committee on Family Care/Iris enrollment. Discussion only, no action taken.
- **Request to fill ADRC Specialists vacancy:** Jacobson made a request for waiver of the six-month hiring freeze requirement to fill a vacant ADRC Specialist position. Motion made by Cody, seconded by Hammer to approve filling a ADRC Specialist position and forward to Labor Relations/Employee Services to waive the six month hiring freeze. All ayes, motion carried.

**Proposed contract between the County and the Managed Care and IRIS agencies:**

Jacobson updated the committee on negotiations between Department on Aging and Family Care/IRIS providers. Discussion only, no action taken.

**Aging & ADRC Integration:**

- **Vilas County Board Meeting Update-** On July 25, 2017 the Vilas County board approved a resolution authorizing the county's Commission on Aging to submit a notice of intent to submit an application to operate an Aging and Disability Resource Center.
- **Oneida County Board Presentation** – Jacobson gave the draft presentation for the Oneida County Board meeting scheduled for Tuesday August 15, 2017. Discussion followed with feedback from the committee members.
- **2018 ADRC Scope of Services-** Jacobson noted that she and Gottsacker have reviewed the 2018 ADRC Scope of Services and Oneida County Department on Aging is able to fulfill all requirements. Discussion only, no action taken.

**2018 Limited Term Employee Annual Requests:** Jacobson presented the 2018 Limited Term Employee Annual Requests for approval. Motion made by Hammer, seconded by Kelly to approve the 2018 Limited Term Employee Annual Requests as presented. All ayes, motion carried.

**2018 Caterer Bid:** Jacobson informed the commission that Corporation Counsel has confirmed we have the option of increasing the caterer contract from two to three years. Commission members agreed that a three-year contract would work the best. On September 11, 2017, the bids will be opened by the Commission. Discussion only, no action taken.

**Vouchers, purchase orders and line item transfers:** Jacobson presented the vouchers, purchase orders and line item transfers for approval. Motion made by Kelly, seconded by Hammer to approve the vouchers, purchase orders and line item transfers as presented. All ayes motion carried.

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

**Legislative Update:** None

**Agenda items for next meeting:** 2018 budget, Aging & ADRC integration, 2018 Caterer Bids, Transit Commission update, Family Care Update, ADRC Fiscal update, UW Extension budget cuts and what services can be picked up by other departments and all other usual agenda items.

**Public comment/communications:** None.

**Adjournment:** Motion by Tom, seconded by Cody to adjourn meeting at 11:37 am. All ayes, motion carried.

  
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Committee Chairman

  
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Committee Secretary