

HEALTH & AGING COMMITTEE MEETING MINUTES
September 12, 2017

COMMITTEE MEMBERS PRESENT: Chairperson Bob Mott, Tom Kelly, Bill Freudenberg, Jackie Cody, Ann Ovsak

COMMITTEE MEMBERS ABSENT/EXCUSED: Carol Pederson, Ed Hammer, Dr. Amy Slette

COMMITTEE MEMBERS ABSENT/UNEXCUSED: None.

STAFF PRESENT: Linda Conlon, Marta Koelling, Maria Otterholt, Todd Troskey, and Kerri Ison. Dianne Jacobson, Joel Gottsacker, Maria Cox and Dawn Johnson.

OTHERS PRESENT:

Call to order: Chairperson Bob Mott called the meeting to order at 9:00 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 WINS Program: WI WINS is a statewide program, implemented in 2002, to decrease youth access to tobacco products. The Tobacco Coalition includes seven northern counties, with Marinette joining this year. Maria Otterholt, CHS, provided handout summarizing the 2017 compliance check results noting there were 45 checks completed in Oneida County with five illegal sales (11% illegal sales rate) in 2017, a small decrease from 2016. Ordinance violations and citations were discussed. The program will continue to provide education and trainings on checking IDs, ID types, etc.

Monthly Reports/Updates:

Environmental Health Report: Troskey reported the following:

- Inspections for temporary food vendors and campgrounds will be held the end of the week for the Fall Harley Ride.
- A citation was issued to the person making cakes without a license. The citation was not paid nor did the offender appear for court. A default judgement in the amount of \$280.50 was entered. Staff is unaware of additional complaints or ads at this time.

- Citations issued to the minor for illegal body piercing have not been paid and the person did not appear in court. Since the second citation has been sent, OCHD will not pursue additional action.
- Citations issued for illegal tattooing have not been paid and the person did not appear in court. OCHD will continue to pursue the operating without a practitioner's fee.
- A restaurant was posted as closed due to a complaint regarding lack of hot water and general cleanliness. Staff made site visits but did not enter the building. Staff has had contact with the owner of the facility but not the licensee. The owner cleaned the facility over the weekend; however, the restaurant is now closed for the immediate future. Discussion followed.

Communicable Diseases (08/1-31/17):

<u>Disease Name</u>	<u>Reported</u>	<u>Confirmed</u>
Arboviral Illness, Powassan	2	
Babesiosis	3	1
Campylobacteriosis (food poisoning)	2	1
Chlamydia Trachomatis Infection	10	10
Cryptosporidiosis	3	2
E-coli, Shiga Toxin-Producing	1	
Ehrlichiosis/anaplasmosis	7	7
Giardiasis	1	1
Gonorrhea	2	2
Hepatitis B, Chronic	1	
Hepatitis C		
Hepatitis C, Chronic	1	
Hepatitis D, Acute	1	
Lyme Disease	4	4
Pertussis (Whooping Cough)	1	
Streptococcal Disease, Invasive, Group A	1	1
Syphilis Reactor	1	

Discussion held regarding chronic wasting disease.

Health Hazards: (8/5-9/11/17)

<u>Hazard Description</u>	<u>New</u>	<u>Existing</u>
Animals		1
Housing	1	1
Mold		1
Other Environmental Hazard		1
Sewage Disposal System	2	
Solid Waste/Garbage		1
Subtotal	3	5

New Cases Closed	0	
Total Open Cases	3	5
Grand Total	8	

Legislative Update: WPHA-WALHDAB Joint Public Affairs Committee recently reviewed the following bills:

- LRB 3569: relating to the authority of counties and other units of government to jointly provide services.
- LRB 2702: creating family treatment court and juvenile treatment court grant programs.
- LRB 3795: patronization of a child and providing a criminal penalty.
- LRB 2261: complex rehabilitation technology for complex needs patients in the medical assistance program and rule-making authority.
- The state budget has been passed by the Senate. WPHA-WALHDAB will develop a pointed letter regarding public health issues and send to Assembly members prior to their vote on the budget.

a. Outreach/Communication Report (Period 8/5/17 – 9/11/17):

Facebook	33
Press Release	3
Presentation	7
Board of Health	1
Interview	8
Health Fair	2
School	4
Lobby Slides	1
Mailings	3
Phone Outreach	3
Total:	65

Facebook Reporting:

Posts	33
Total Reach	11699
Average Reach per Post	355
Total Engagements (likes, shares, comments)	1831
Average engagement per post	55
Boosts during timeframe	Yes (2) – Street Smarts
Post with largest reach	Street Smarts & Teen Bedroom on 8/8/17, reach of 6061
Post with largest engagement (likes, shares comments)	Street Smarts & Teen Bedroom on 8/8/17, engagement of 1509

New Page Likes	8
Total Page Likes	396

Approve 2018 budget: Conlon reviewed handouts provided to Committee. Lengthy discussion was held regarding significant decrease in grant funding, increase in employee expenses and revenue. Motion by Cody/Freudenberg to approve the 2018 proposed budget as presented and forward to the Administration Committee for consideration. Discussion followed regarding staffing levels and grants. All ayes; motion carried.

Community Health Specialist-Vacancy Review Appeal: Meagan Otto, Community Health Specialist, has given resignation notice effective 10/13/17. She has accepted a community-based position at Marshfield Clinic. Conlon noted this position is fully grant funded with three years left of one grant and the other grant has no end date. Discussion followed regarding grant funding, employee turnover/retention and potential hiring clause.

Conlon presented vacancy review appeal for the CHS position at four days per week (29.75 hours). She will work with LRES/Finance regarding hours and benefits. The appeal is on the LRES Committee agenda for 9/13/17. Discussion followed. Motion by Cody/Kelly to approve the CHS vacancy review appeal. All ayes; motion carried.

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

UWEX program assistance: Tabled.

Agenda items for next meeting: New hire training clause, UWEX program assistance.

Public Comment: Flu shots are now available.

HEALTH & AGING:

Minutes of August 8, 2017: Motion by Brissee/Cody to approve the minutes of August 8, 2017 as presented. All ayes motion carried.

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

Future meetings: 11/14/17 and 12/12/17.

Health and Aging issues: Discussed parking lot issues.

Public Comment/communications: Correspondence- Chairperson Mott read a letter from Paul Millan, Chair ADRC of the Northwoods Board in response of the letter of request for an early release from your contract with the ADRC of the Northwoods. Millan stated in his correspondence that they are carefully exploring their options in this matter and will be meeting with the State shortly to start the exploration of this process. They cannot give a definitive date at this time. Discussion only, no action taken.

Approve GWAAR contracts for Elder Benefit Specialist program: Corporation Counsel is now required to review all contracts (even routine annual contracts) prior to committee approval and signatures. Motion Freudenberg/Cody to approve Chairperson Mott to sign the GWAAR Elder Benefit Specialist grants approved by Corporation Counsel. All ayes, motion carried.

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

- **Staffing Update:** Traci Caswell was hired to fill the ADRC Specialists vacancy position. Traci comes from the Department of Social Services, is certified in functional screens, former ADRC Specialist for Jackson County, she has also ran a group home, experienced in Adult Protective Services and will be a valuable asset to the team. Discussion only, no action taken.
- **Transition to Family Care/IRIS update:** Presented by Joel Gottsacker. Currently there are only 2 people remaining to rollover into family care. Effective October 1, 2017 there will be no more clients on the COP/CIPII waiver programs. After October 1 the functional screen queue list will be addressed (i.e., persons on the list will be screened for Family Care/IRIS). Only one person per month for the next three years can be enrolled into Family Care per statute. The Rhinelander office is experiencing a temporary staff shortage due to time needed to fill the vacancy and because one staff member is vacationing in September. A request was made to have an ADRC specialist from the region fill in during September, but the request was denied. Mott suggested that the request be placed in writing with a request for written response as to why the request cannot be fulfilled or when it can be. Discussion only, no action taken.

Open 2018 Caterer Proposals and take action to accept a proposal; or send to sub-committee for review/recommendation; or reject all proposals and repost: At 10:30 a.m. Chairperson Mott opened the sealed caterer bids. There was a single submission by Lynn's Catering in Rhinelander. Mott read the cover letter and copies of the proposal were distributed to the committee. Proposed meal price for 2018 was \$4.49 (seven-cent or 1.58% increase from 2017). Proposed maximum increase for 2019 was 3% (\$ 4.62) and for 2020 was 3% (\$4.76). As only one bid was submitted, no sub-committee was required to evaluate materials further. Discussion followed. Motion made

by Cody/Brissee to except the caterer bid as presented and award it to Lynn's Catering. All ayes, motion carried

ADRC Application & Timeline: Discussion on timeline for ADRC application and approval process. Consensus of the committee members was to direct Jacobson and Gottsacker to complete the application with a goal to present for approval at the October 10, 2017 Commission on Aging meeting and then forward to the full County Board for approval on October 17, 2017. The state requires the application be submitted at least 120 days (four months) prior to starting. Discussion only, no action taken.

Proposed contract between the County and the Managed Care and IRIS agencies: Jacobson reported that the attorneys from the Managed Care Organizations (MCOs) and IRIS agencies are still negotiating the contracts. The contracts that are approved by Corporation Counsel will be brought to this committee for approval at a later date. Discussion only, no action taken.

Approve 2018 budget: Jacobson presented the Department on Aging 2018 budget previously mailed to all committee members. Discussion followed. Motion by Brissee/Saari to approve the 2018 proposed budget as presented and forward to the Administration Committee for consideration. All ayes, motion carried.

Vouchers, purchase orders and line item transfers: Jacobson presented the vouchers, purchase orders for approval. Motion by Cody/Freudenberg to approve the vouchers and purchase orders as presented. All ayes motion carried. There were no line item transfers this month.

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

Legislative Update: Jacobson presented the Legislative update related to the proposed reduction in the hours of certification required for Certified Nursing Assistances (CNAs). Discussion only, no action taken.

Agenda items for next meeting: Aging & ADRC integration, Transit Commission update, Family Care Update, and all other usual agenda items.

Public comment/communications: None

Adjournment: Motion by Brissee/Kelly to adjourn meeting at 11:30 am. All ayes, motion carried.



Committee Chairman



Committee Secretary