

## **Health & Aging Committee Meeting Minutes December 19, 2013**

**COMMITTEE MEMBERS PRESENT:** Romelle Vandervest, Jackie Cody, Marge Saari, Joan Hauer (Aging), Candy Sorenson, Nancy Brisse (Aging), Greg Berard, Maxine Meyer (Aging), Dr. Amy Slette, Bob Mott

**COMMITTEE MEMBERS ABSENT/EXCUSED:** None

**COMMITTEE MEMBERS ABSENT/UNEXCUSED:** None

**STAFF PRESENT:** Linda Conlon, Carl Meyer, Todd Troskey, Dianne Jacobson, Dawn Johnson

**OTHERS PRESENT:** None

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**Aging:**

Meeting called to order by Chair Romelle Vandervest at 8:30 AM at the Health & Aging Building, 100 W Keenan St., Rhinelander.

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

Motion made by Mott, seconded by Saari to approve today's agenda as presented. Motion carried.

Public Comment/ Communication: Vandervest read a letter from the Greater Wisconsin Agency on Aging Resources (GWAAR) stating they have approved the Oneida County 2014 Aging Plan Amendment Budget. Discussion only, no action taken.

2014 s.85.21 Specialized Transportation Application: Jacobson presented the 2014 s.85.21 Transportation Grant Application. The Oneida County Department on Aging held its public hearing on December 12, 2013 at the Oneida County Senior Center. There were approximately 28 community members that attended.

Motion made by Cody, seconded by Meyer to approve the 2014 s 85.21 Specialized Transportation grant application. Motion carried.

Tri-County Transit Update: Jacobson presented the Tri-County Transit update. No decision has been reached as of this meeting. The Lac du Flambeau tribe has started a transit service to provide daily service to both on and off reservation citizens. The route will run to Woodruff and Minocqua as well as locally in Lac Du Flambeau. Discussion only, no action taken.

2014 Transportation Contracts: Jacobson reported the 2014 transportation contracts for Lakeland Retirement Foundation and Headwaters, Inc. are ready for signatures.

Motion made by Cody, seconded by Berard to approve Chair Vandervest to sign the 2014 transportation contracts. Motion, carried.

2014 Lakeland Senior Center Contract: Jacobson reported the 2014 Lakeland Senior Center grant funding contract is ready for signatures.

Motion made by Cody, seconded by Berard to approve Chair Vandervest to sign the 2014 Lakeland Senior Center contract. Motion carried.

Nutrition Program: Jacobson presented the nutrition program update. Discussion only, no action taken.

ADRC Update: Jacobson gave the ADRC update. The ADRC has recently sent out surveys to get feed back from the clients that they have served. The ADRC will share the feedback when tallied. The ADRC has also agreed to purchase new classroom furniture for the Spruce Room. Samples are being acquired to get as much public input as possible. Discussion only, no action taken.

Donor Tree Update: Jacobson gave the Donor Tree Update. A company has been contacted about possible cost of the donor tree. Jacobson is waiting for a response from the company. A survey will be posted in the February newsletter on how the donations should be recognized. Jacobson will also survey an entity in Three Lakes that have a donor tree in place. Discussion only, no action taken.

2014 Department Goals: Jacobson presented the 2014 Department on Aging Goals which were included in the required state aging plan.

Motion made by Brisse, seconded by Hauer to approve the 2014 Department goals.

Legislative Update: Jacobson presented the legislative update. Discussion only, no action taken.

Monthly Reports: Staff and program reports: Jacobson presented the monthly reports.

Motion made by Mott, seconded by Meyer to accept the monthly staff and program reports as presented. Motion carried.

Vouchers, purchase orders: Jacobson presented the vouchers and purchase orders.

Motion made by Cody, seconded by Hauer to approve the vouchers and purchase orders as presented. Motion carries.

Line Item Transfers: Jacobson presented line item transfers.

Motion made by Saari, seconded by Berard to approve the line item transfers as presented. Motion carried.

Out of County Travel: None

Agenda Items for next meeting: Administrative Cost for Lakeland Senior Center, Transit committee update, donor tree update, Lac du Flambeau transit service update.

## **Health & Aging**

Minutes of November 14 & 21, 2013:

Motion made by Cody, seconded by Mott to approve minutes of November 14 & 21, 2013 Health & Aging Committee meeting. Motion carried.

Date/time/location of next meeting:

Regular meeting scheduled for January 16, 2014 at 8:30 a.m. at the Health & Aging Building, 100 W Keenan St. Aging to go first with Health to follow at 9:30 a.m.

Health & Aging Issues: None, new parking lot working well.

## **Health**

Monthly Reports:

- Environmental Health – Summary given by Sanitarian.
  - Rhinelander Restaurant-complaint regarding a potential food borne illness. After investigation the illness was not food borne illness. However, during the inspection which resulted in 8 other violations. Sanitarian explained the inspection and policy and procedures of the investigation process.
- Communicable Disease – Summary given by Director.
  - 1 suspect Arbrviral Illness-Powassan, 2 suspect Arbrviral Illness- West Nile, 1 confirmed Compylobacterios, 5 confirmed Chlamydia, 4 suspect Ehrlichiosis/Anaplasmosis, A. phagocytophilum, 1 confirmed Giardiasis, 2 probable Hepatitis C, 10 confirmed Lyme Disease, 1 probable Lyme Disease, 9 suspect Lyme Laboratory Report, 7 suspect Pertussis, 1 probable Pertussis, 1 confirmed Salmonellosis, 1Steptococcal.
- Health Hazards – Summary given by Director.
  - No new health hazards, working on open cases.

Discussion only, no action taken.

Accreditation Update/ Training: Director gave the Accreditation Update. The Public Health Accreditation Board (PHAB) site visit was held November 20<sup>th</sup> and 21<sup>st</sup>. The results of the Accreditation Board should be in by the end of February. Discussion only, no action taken.

Grant Update: Director presented the grant updates. WWP Health Grant continuation for \$400,000 over a three year period was awarded today. Security Health Grant and the Change grant are still pending. WIC grant was decreased by \$3,500 and the WWP 45/64 will be ending in 2015. Discussion only, no action taken.

Staffing Update/Request: Director gave the staffing update/requests. To off set the decrease in the WIC Budget the director requested a change in the staffing position of the WIC Director/ Registered Dietician from a 100% position to an 80%.

Motion made by Saari, seconded by Mott to reduce the WIC Director/Registered Dietician position from 100% to an 80% position as presented. Motion carried.

Long Range Plan/ Strategic Plan: Director presented the long range plan/ strategic plan. Director requested a motion to approve the Long Range Plan/ Strategic Plan.

Motion made by Mott, seconded by Berard to approve the Long Range Plan/ Strategic Plan as presented. Motion carried.

2013 Budget: Director presented the 2013 Budget overview. Discussion only, no action taken.

Legislative Updates: Director presented the Legislative Updates. Discussion only, no action taken.

Request for meetings and workshops: Director presented the request for meetings and workshops.

Motion made by Berard, seconded by Cody to approve meetings and workshops as presented. Motion carried.

Vouchers, purchase orders and line item transfers: Motion made by Cody, seconded by Berard to approve vouchers and purchase orders totaling \$67,306.46 and line item transfers as presented. Motion carried.

Agenda items for next meeting: Flu Statistics, Staffing Requests, 2013Budget Update. Directors personal goals. It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(c), "considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility". Topic: Employee Review.

Public comment/ communications: None

Adjournment: Motion made by Mott, seconded by Saari to adjourn at 10:38 a.m. Motion carried.

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Committee Chairman

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Committee Secretary