

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
TUESDAY, OCTOBER 9, 2018
5:00 PM

Present: Richard Schadewald, James Crawford, Karen Sanchez, Cheryl Weber

Excused: Susan Molenaar, Jay Tibbetts, Joe Van Deurzen

Others Present: Eric Pritzl, Anna Destree, Ann Steinberger, Zach Kroening, Andrea Kressin

1. **Call to Order, Welcome, Introductions**

Chairman Richard Schadewald called the meeting to order.

2. **Approval / Modification of the Agenda**

MOTION: To approve agenda.

Crawford / Weber

MOTION CARRIED

3. **Approval of Minutes of Meeting of July 10, 2018.**

MOTION: To approve the minutes from July 10, 2018.

Weber / Sanchez

MOTION CARRIED.

4. **2018 Budget Proposal**

Anna presented the Public Health Division proposed budget documents from the Brown County Proposed Budget book including Mission and Program Description, Performance Measures, Organizational Chart, Department Initiatives Status report, 2019 New Department Initiatives and 2019 Rates and Fees. Anna stated we have changed our Mission Statement to align with what we are doing in Public Health. Anna stated we added a Public Health Planner under Community Engagement. The Public Health Planner will be our accreditation coordinator as we move down the accreditation path and will work on our quality improvement initiatives. Anna provided updates for our 2018 department initiatives. 1) *Become a ServSafe Course Provider and Testing Site*. Anna stated we are training another instructor who will provide the course in Spanish and we have identified ways to better market the course. 2) *Develop and Implement Quality Improvement Plan*. Anna stated the plan has been created and is out for feedback from staff. She will forward the draft to the Board of Health for review. 3) *Increase Adolescent Immunization Rates in Brown County*. Anna stated shortly after we created this initiative we learned we could no longer use the 317 funds for to do mass clinics. We could no longer provide the vaccine without considering VFC requirements. Anna stated we have done strategic planning this year with assurance as an overall goal and we recognize we need provider education, community engagement, access and barriers, workforce development and direct services, which will make assurance successful. 4) *Institute Emergency Notification System*. Anna stated we worked with Emergency Management to set up Code Red. We tested during the recent flooding and it went well. 5) *Coordinate a Public Health Response to the Rise in Opioid Use*. Anna stated we secured AWY grant dollars to implement certain strategies.

Karen Sanchez asked how that age group is so low in compliance if the immunizations are required for school. Ann Steinberger stated right now only the Tdap is required for 6th grade. Ann stated with one of the new DHS Administrative Rules, they are adding in meningococcal and changing it to 7th grade, which will allow some providers to give that child immunizations and increase compliance. Ann states some providers do not want to give the Tdap until the child is 11 and 12 years of age. By pushing it back to 7th grade will allow more students to be compliant.

Anna stated the 2019 Department Initiatives are 1) *to perform a time study of applicable staff, and a review of the coding systems in place, to capture time spent on initiatives and field work*, 2) *evaluate current home visitation program*, 3) *develop and implement a Public Health Workforce Development Plan*, and 4) *hire a consultant to facilitate and begin implementation of Trauma Informed Care strategies for all Brown County Health & Human Services Divisions*.

Cheryl Weber asked if the Trauma Informed Care person is going to incorporate knowledge of Trauma Informed Care to the entire department. Anna stated they are going to help facilitate what that will look like. She stated there is a team in place and this facilitator will guide us where we need to put our efforts. Erik Pritzl stated we are part of Fostering Futures, which is through the Wisconsin Department of Children and Families, and to become a trauma informed care agency could be a challenge. Erik stated there are assessment tools and you can develop strategies and action plans but someone has to do that and work with us. We have a team of people that are committed. They have created a basic presentation and given it to supervisors and department managers and will share with all staff in October and November. We want the consultant to help us create the work plan. Jim Crawford asked how much was budgeted for that. Erik indicated it is in contracted services for \$50,000.

Jim Crawford asked if any fees were increased in 2019. Anna stated the only change was to add Micro Markets. DATCP told us we had to change our Micro Market fees. Anna stated they were listed previously under an AG Code 55 Non-Processing. We still kept that for situations that still exist. The Micro Markets are listed separately due to a decrease in the fee amount from \$157 to \$40 as a requirement from the State.

Erik Pritzl stated there would be a transfer of funds from Human Services Community Services to Public Health to offset the cost of an educator position. We have shared resources as a combine department. Our Alcohol and Drug Abuse Block Grant was used to contract these services and now we will be able to keep the dollars within our department and make use some resources internally for AODA prevention.

5. Comments from the Public

None

6. All Other Business Authorized by Law

None

7. Adjournment / Next Meeting

MOTION: To adjourn meeting

Crawford / Sanchez

MOTION CARRIED

NEXT MEETING: November 13, 2018 5:00 PM