

VILAS COUNTY PUBLIC HEALTH BOARD MEETING

DATE: October 13, 2010

Chairman James Behling called to order the regular meeting of the Vilas County Public Health Board at 9:30 a.m. on October 13, 2010 in Vilas County Conference Room 2 of the Vilas County Courthouse, Eagle River, WI.

Present: James Behling, Alden Bauman, Ronald DeBruyne, Linda Thorpe, Mary Platner, Dr. Andrew Wilke, Dan Paretsky, and Becky DeMuth.

Also Present: Gina Egan, Wendy Budde, and Amy Springer.

Absent/Excused: Dawn Gapko, Julie Balocca, Randy Samuelson, and Colleen Gorrilla.

2. Motion by Bauman, second by Thorpe to approve agenda to be discussed in any order by the Chair. Carried.

3. Motion by Thorpe, second by Bauman to approve minutes of September 8th and 29th, 2010 meetings. Carried.

5. Introduce UW Green Bay Nursing Student: Marcie McDonald is introduced to committee and introductions are given around the table. Marcie speaks to the committee about her schooling. She will be job shadowing at the Health Department.

4. Approve Staff Attendance at Upcoming Meetings:

Motion by Bauman, second by Thorpe to approve staff attendance at upcoming meetings/trainings. Carried.

11/1/10 – Laurel, Gina and Pam to attend WIQI Accreditation Meeting in Minocqua.

11/2/10 – Gina to attend Motivating and Supporting Coalitions in Marshfield.

11/8/10 – Gina, Laurel, Lori and Pam to go to Ironwood Michigan to get fingerprinted for Michigan RN License.

11/12/10 – Gina to attend Child Death Review Summit in Wisconsin Dells – overnight (CDRT Grant)

11/15/10 – Gina to attend WCA Conference – Aging Communities Are We Ready? In Stevens Point.

Motion by Behling, second by Platner approving one member from Public Health Board to attend WCA Conference. Carried.

6. Resolution to Accept Donation from Eagle Riders:

Eagle Riders Motorcycle Club has donated \$4,734.14 to the Wisconsin Well Woman Program to help women diagnosed with breast cancer to obtain needed medical services.

Motion by Bauman, second by Thorpe to approve Resolution and forward to County Board. Carried.

7. Pancreatic Cancer Resolution:

Behling reads letter from Pancreatic Cancer Action Network Coordinator Ron Niendorf.

Motion by Platner, second by Bauman to approve Resolution recognizing November as Pancreatic Cancer Awareness Month in Vilas County. Carried.

8. Humane Officer Protocol:

Egan presents committee with proposed press releases, and a proposed letter to Town Chairmen from Humane Officer Candy Grambow. Discussion.

Motion by Thorpe, second by Platner for Chairman Behling to sign letter to Towns. Carried.

9. Action Regarding Unpaid License Fees:

Amy Springer informs committee that 5 establishments have not paid license fees. She requests direction from Board. Discussion.

Motion by Wilke, second by Thorpe to review with Corporation Counsel and to draft appropriate documents to proceed with closure of business. Discussion. All voting aye. Carried.

10. Temporary/Not For Profit Licensing Fees:

Amy Springer passes out copies of proposed Application for Permit Temporary Restaurant. Discussion.

Motion by Platner, second by DeBruyne to approve application. Carried.

11. Equipment Purchases:

- 1) 2 file cabinets for the WIC Program – 3 bids were presented
- 2) Satellite phone to support emergency operation center (funds from Preparedness) Discussion.

Motion by Paretzky, second by Platner to approve purchases and send to Public Property.

Amended Motion by Paretzky, second by Platner to say only satellite phone needs to be sent to Public Property. Carried.

Regarding file cabinets; Dr. Wilke suggests there may be file cabinets available for sale at the hospital. **Motion** by Bauman, second by Platner to take a look at the file cabinets at the hospital and if not appropriate go with the bid from Clermont. Discretion to be left up to Egan. Carried.

12. Updating Department:

- 1) Egan informs committee that Amy and Brian were moved to the back of the department and it has been partitioned off with privacy panels previously purchased. They would like to purchase carpet squares for their desk area to help muffle sounds.
- 2) Lab area is again being used for shots and WIC clinics. Flooring needs to be replaced. There is money available through WIC grant to pay for renovations.

Discussion. Egan is advised to bring proposals to next meeting.

13. Animal Control Issues: Platner has been doing some information gathering.

Discussion. No action taken.

14. Legislative Update:

Egan hands out information on Healthiest Wisconsin 2020.

15. Environmental Health Program:

Discussion about environmental issues Health Department is dealing with this month.

16. Director's Report:

- Flu shot schedule passed out to committee.
- Full page newspaper ad passed out for review.
- Brochure Update.
- National survey.
- Quality improvement survey – results came back and passed around.
- Gina, Laurel and Pam went to Social Networking Training.

17. Review of Monthly Budget: Motion by Paretsky, second by Bauman to accept the budget as presented. Carried.

18. Letters and Communications: None.

19. Approve Vouchers: Motion by Bauman, second by Thorpe to approve payment of vouchers as presented. Carried.

20. Next Meeting: Wednesday, November 10, 2010 at 9:30 a.m..

21. Adjournment: Motion by DeBruyne, second by Bauman to adjourn at 11:37 a.m.

Minutes reflect notations of the recorder, Wendy Budde, and are subject to approval by this Board.