

VILAS COUNTY PUBLIC HEALTH BOARD MEETING

DATE: October 12, 2011

Chairman James Behling called to order the regular meeting of the Vilas County Public Health Board at 9:30 a.m. on October 12, 2011 in Conference Rooms 2 and 3 at the Vilas County Courthouse, 330 Court Street, Eagle River, WI.

Present: James Behling, Alden Bauman, Ronald DeBruyne, Linda Thorpe, Mary Platner, Daniel Paretsky, Colleen Gorrilla, Michael Schaars, MD, and Becky DeMuth.

Also Present: Gina Egan, Laurel Dreger, and Wendy Budde from Vilas County Health Department. Janna Kahl, Human Resource Director. Steve Favorite, County Board Chair.

Absent/Excused: Laura Magstadt, Randy Samuelson, and Julie Balocca.

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 14, 2011 meeting. Carried.

4. Approve Staff Attendance at Upcoming Meetings:

11/1 – Wendy to attend WIR User Group Meeting in Rhinelander.

11/4 – Gina and Laurel to attend Child Death Review Team Summit in Kimberly, WI. Overnight. (Lead Grant to Fund).

11/16 – Pam to attend Sexually Transmitted Disease Training in Brookfield, WI. Overnight. (Preparedness Grant to fund)

11/16 & 17 – Gina and Laurel to attend Healthy Homes Training in Green Bay. Overnight. (Preparedness Grant to fund)

11/29 – Pam and Laurel to attend Professional Development: New Tech for Public Health Nursing in Tomahawk.

Motion by Thorpe, second by Gorrilla to approve trainings as presented. Carried.

5. Introduce Human Resource Director Janna Kahl:

Introductions around the table. The new Human Resource Director Janna Kahl tells the committee about herself.

6. Registered Nurse – Public Health Job Description:

Egan presents to the committee a proposed job description for Registered Nurse.

Discussion. Committee suggests a change in the date at the top of the page. **Motion** by DeBruyne, second by Platner to accept the proposed job description with date change as suggested and forward to Personnel Committee. Carried.

7. Closed Session: Motion made by Thorpe, seconded by DeBruyne to convene into closed session pursuant to Wis. Stat. Section 19.85(1)(c) for the purpose of considering employment and compensation of a public employee over which the Public Health Board exercises responsibility at 9:43 a.m. Unanimous motion carried.

8. Motion by Bauman, second by Paretsky to adjourn closed session pursuant to Wis. Stat. Section 19.85(1)(c) and return to open session at 9:51 a.m. Unanimous motion carried.

9. Motion by Thorpe, second by Bauman to recommend to Personnel Committee that the Registered Nurse position move from hourly to salaried. Carried.

10. Budget Adjustment Resolutions – Northwoods Dental Project and Tobacco Contract:

Egan explains the purpose for the resolution; and it is passed around the table for the signatures of all committee members.

Motion by Bauman, second by Thorpe to forward to County Board for approval. Carried.

11. Budget 2012:

The 2012 Proposed Budget is reviewed. Discussion. One change is noted at Line Item 100.54100.240, Maintenance of Equipment - 2011 Anticipated (\$400). **Motion** by Bauman, second by Platner to approve with change noted. Carried.

12. Lease Space:

Jim Behling updates committee about the proposed lease space. He tells them that the Public Property Committee sent the matter on to the Forestry Committee who supported it and returned it to Public Property, who will address it at their meeting tomorrow. Lease costs may be offset by grant budget.

Motion by Bauman, second by DeBruyne for Egan to send letter to Public Property Committee recommending that they lease the property for the Public Health Department. Carried.

13. Equipment Requests for Humane Officer:

Humane Officer Candy Grambow presented a list of equipment requests to the Health Department. Egan speaks. Discussion. **Motion** by Bauman, second by Paretsky to approve requests for purchase items totaling \$352.94. Carried.

14. Legislative Update:

Egan speaks about a Report Card for How People with Disabilities Fared in the 2011 Budget.

15. Environmental Health Program:

Nothing specific to report. The program is very busy at this time.

16. Director's Report:

1. J.B. Van Hollen approved the Intra State Agreement.
2. We will continue to look for billable services.
3. Flu shot clinics are continuing.

17. Review of Monthly Budget:

Motion by Thorpe, second by Platner to approve budget report as presented. Carried.

19. Approve Vouchers:

Motion by Bauman, second by Platner to approve vouchers. Discussion. Carried.

20. Next Meeting: Wednesday, November 9, 2011 at 9:30 a.m.

16. Adjournment: Motion by Bauman, second by Thorpe to adjourn 11:34 A.M.

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