

Crawford County Board of Health Committee Meeting Minutes Wednesday, December 20, 2017

Roll Call: Chairman Gari Lorenz, Wayne Jerrett Jr, Don Stirling, Amanda Schultz, Dan McWilliams, Michelle Breuer, Sharon Steele

Meeting called to order at 10:30 a.m. by Lorenz. Posting of meeting notice verified. Motion by Stirling to amend the October 18, 2017 minutes to reflect that Tom Cornford and Gerald Krachey appointed Dan McWilliams, Acting Public Health Director at that time, second by Jerrett, motion carried.

Director's Report – Dan McWilliams, Acting Public Health Director

Introductions and roles

- Introductions of current members and clarification of roles presented by Dan McWilliams. The Public Health Board is a decision making and policy making board which shall consist of not more than nine members, and at least three being non-elected members and a good faith effort to have a registered nurse and a physician appointed. Rose Bauer and Katie McGovern resigned from the committee. Dan asked permission to contact two suggested community members to see if they had interest of serving on the board. The committee felt the two suggestions would be an asset to the board.
- Dan worked as Deputy Director of Human Services for a year and became Director in 2010 and focused on modernizing the department. He now assisting with administration of the Public Health Department.

Public Health Moving Forward

- A violation of work rules caused two vacancies within the department and Dan McWilliams was appointed Acting Health Director.

Structure of Department and Staffing

- The Public Health Supervisor job description was shared and discussed. Four applications have been received to date. Deadline for applications is December 27, 2017. The State will review applications to make sure they meet the requirements of a Level II Health Department which require 3 years of experience working in a public health agency. Dan will request someone from the Board sit in on the interviews. We are a level II Health Department which is required to do all the essential services of a Level I department plus provide or arrange for at least 7 programs or services that address at least 5 health priorities in the current state health plan (*Healthiest Wisconsin 2020*).
- Dan was asked to explore combining the two departments. Corp counsel reviewed applicable statutes and drafted a resolution to combine Public Health and Human Services with a name change to Health and Human Services Department. Resolution to combine Human Services and the Health Department shared and discussed. Resolution was passed at County Board Meeting on 12/19/2017. There will continue to be two separate boards for Human Services and Public Health. There will be a lot of work for the Health Board to do in the coming year to move forward. Dan handed out an organization chart to show the structure of the department.

- Drug collection has been discontinued at the Public Health office. There is a lock box across at the Sheriff's Department that is available 24/7 for the disposal of medications.
- CPR training has moved to the Eastman EMS.
- The full agent status regional effort with Vernon County, which was still in the planning stages has been discontinued. It is not required that the local public health department provide this service. The state is responsible for doing the sanitation work at this point.
- Public Health nurses continue to assist the jail during office hours currently. The Sheriff's Department has entered into a contract with an outside entity that will provide more complete and required services for jail health.
- Public Health continues to offer all other services as in the past.
- To meet state requirements an interim public health officer needed to be appointment by the end of November. Dan contacted other health departments many of which are already operating on interim health officers. They all were willing to assist but no one was able to commit their public health officer to be an interim in Crawford county. Resumes of the two current staff nurses were submitted to the state for review and one met the qualifications. Michelle Breuer was appointed interim health officer as a point of contact for the state in a public health emergency. State staff will offer assistance to our department in the event of a public health emergency.
- Richland County contacted Dan regarding regionalizing with their health department. There is not support for regionalization of the department at this time. Dan will contact Richland County and let them know.

2017-2021 Crawford County Public Health Strategic Plan has been completed.

- Members will receive a copy today and asked to review to give input at next meeting.

Communicable Disease Report

- Michelle Breuer gave a communicable disease update. Influenza activity is currently low. Public Health is still offering vaccinations. Vaccination rate similar to last year at 29%. One hospitalized case of influenza reported in Crawford County. Salmonella outbreak from Lacrosse restaurant affected some Crawford County residents.

Home Health Update

- Home Health and Hospice has not seen influenza activity yet. No bed bug issues currently. Census has increased in November

Approval of Bills

- Motion by Stirling, second by Jerrett to approve bills. Motion carried unanimously.

Motion made by Jerrett, second by Stirling to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 11:55 p.m.

Next meeting Wednesday, January 17, 2017 at 10:30 am.

Respectfully submitted,

Sharon Steele
Administrative Assistant