

MEETING NOTICE & AGENDA

Board of Health Committee Meeting (Regular) or (Special)

Date: Monday, November 2, 2015

Time: Noon

Place: Public Health and Human
Services Center Medium

Conference Room

810 Lincoln Street

1. Call to Order
2. Roll Call
3. Approve Agenda
4. Citizen input (maximum 3 minutes per appearance) (15 minutes total per meeting)
5. Approval of October Minutes
6. Reports from Cindy:
 - a. October Monthly Report
7. Disease Update from Cindy
8. Approve Budget Resolution
9. Behavioral Health MOU
10. Discuss Spray Irrigation
11. Comments from Dr. Kurowski
12. Travel Request & Approval
13. Approval of Bills (regular monthly meeting only)
14. Overtime Report
15. Next Meeting Date
16. Such other matter as authorized by law
17. Adjournment

Regular Board of Health Minutes October 5, 2015

The monthly meeting of the Board of Health was called to order at Noon at the Public Health & Human Services Building on Monday, October 5, 2015 by Chairperson Kaye Shillin.

Members present were: Kaye Shillin, Pat Benes, Kathy Janosky, Shirley Kirchman, Douglas Doell, Cindy Kinnard, and Gary Paape. Charles Wagner and Dr. Kurt Kurowski were absent.

Public present were: Nancy Utesch.

A Motion was made by Shirley Kirchman and seconded by Pat Benes to approve the agenda as mailed. The motion carried.

Citizen input by Nancy Utesch concerned spray irrigation and permits from the DNR.

A motion was made by Gary Paape and seconded by Douglas Doell to approve the September 14, 2015 minutes as mailed. The motion carried. Chairperson Kaye Shillin made note of the number of Grants the Department currently has and the hours spent to obtain and dedication of the staff to maintain the Grants.

September Monthly Report was given by Cindy Kinnard. WIC contracted caseload is 272 and the caseload served was 272; 15 more clients and we may be able to get funding that we were docked (due to a decrease in caseload) back from the State. Immunizations numbers were down a little in the month of September but numbers for October will increase greatly due to mass clinics for the influenza vaccine which will be held at schools. Communicable diseases were primarily Stds. All six complaints were dog bites. The Hostile Action Based exercise held on September 15, 2015 was held with Point Beach Nuclear Plant and was a takeover (terrorist attack) rather than a melt down exercise. The Department partnered with Health Literacy at the Luxemburg-Casco School on September 24, 2015 for a Healthy Eating night. The Department presented a "Rethink Your Drink" presentation with alternatives to soda and sugary drinks. A motion was made by Kathy Janosky and seconded by Pat Benes to approve the September Monthly Report as mailed. The motion carried.

Cindy Kinnard updated the Board as to diseases in the County/area. She advised the Board that Mumps has resurfaced again and there is 6 confirmed cases at UW-Whitewater but no confirmed cases in Kewaunee County. Weekly updates from the State will be received concerning any further cases. Cindy Kinnard advised the Board that Karen McKeown, State Health Officer shared an analysis that Kewaunee County has a lower than the State average for MRSA cases.

Cindy Kinnard presented a Budget Transfer Request regarding the Preparedness Grant that ended on July 31, 2015. Monies budgeted in Social Security, Retirement and Health Insurance were not spent due to the Preparedness Coordinator decreasing her hours and not needing health insurance. These monies were spent on Office Supplies, Travel, and Telephone (the yearly charge of a satellite phone in case of an emergency was the biggest expense). A motion was made by Gary Paape seconded by Pat Benes to approve the Emergency Preparedness Budget Transfer as requested. Motion carried.

Cindy Kinnard requested that the Board approve a \$30.00 charge for the adult influenza vaccine. The Health Department will bill Medicare Part B or a citizen can pay by cash or check. A motion was made by Douglas Doell seconded by Shirley Kirchman to approve the Influenza vaccine price of \$30.00 per dose as requested. Motion carried.

Three travel requests were presented: (1) Cynthia Farrell to attend a Public Health New Employee Orientation in Wausau on October 15-16; (2) Cynthia Farrell to attend a Prenatal Care Coordinators Meeting in Menasha on October 20 and (3) Cynthia Farrell to attend the Wisconsin Radon Conference in Green Lake on October 22. A motion was made by Pat Benes seconded by Gary Paape to approve all three travel requests. Motion carried.

A motion was made by Douglas Doell and seconded by Kathy Janosky to approve the monthly bills. The motion carried.

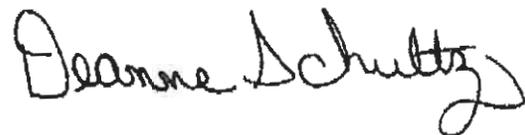
No overtime to report.

The next meeting date has been set for Monday, November 2, 2015 at Noon.

Other items as authorized by law: The Board asked Cindy Kinnard to add an additional action item to the next Board Meeting to discuss the spray irrigation issue in Kewaunee County.

A motion was made by Kathy Janosky and seconded by Pat Benes to adjourn the meeting. The meeting was adjourned at 1:00 pm. The motion was carried.

Respectfully Submitted,

A handwritten signature in black ink that reads "Deanne Schultz". The signature is written in a cursive style with a large, looping "S" at the end.

MEETING NOTICE AND AGENDA

Veterans Service Committee Meeting

Date: Monday, November 2, 2015

Time: 12:00 p.m.

Place: Health & Human Services
Conference Room

1. Call to order
2. Roll call
3. Approval of Agenda
4. Approval of September and October Meeting Minutes
5. Approval of Bills
6. Departmental Operations
 - a. CVSO Report on CVSO Conference, NECVSO Meeting and Post Meetings
 - b. Request to staff NECVSO Executive Council
 - c. Changes to CVSO Grant
 - d. Change to Department Budget
7. Travel
8. Overtime Report - None
9. Such other matters as authorized by law
10. Set next Veterans Service Committee meeting date
11. Adjournment

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The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164 prior to the meeting so that accommodations may be arranged.

A majority of the members of the County Board of Supervisors or any of its committees including:

- Finance & Public Property
- Personnel, Advisory & Legislative
- Health, Child Support, & Veterans Service
- Human Services
- Aging Services Unit Advisory
- Extension Education, County Farm, & Zoning
- Law Enforcement & Emergency Management
- Land & Water Conservation
- Highway & Solid Waste
- Promotion & Recreation

may be present at this meeting to listen, observe, and participate. If a majority of any such committee is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

VETERANS SERVICE COMMITTEE MEETING

September 14, 2015

KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

Call to Order:

The meeting was called to order at 1:41 p.m. by Chairperson Kaye Shillin.

Roll Call:

Members present were Chairperson Kaye Shillin, Pat Benes, Doug Doell, Gary Paape, and CVSO Jane Babcock. Others present included County Board Chairman Ron Heuer. Chuck Wagner was unexcused.

Approval of Agenda:

A motion made by Pat Benes and seconded by Doug Doell to approve the agenda. The motion carried.

Approval of Bills:

Bills were discussed by Committee members and a motion was made by Doug Doell and seconded by Gary Paape to approve the bills as presented. The motion carried.

Department Operations:

Kaye requested a copy of the proposed 2016 budget, the report the previous CVSO used to present, and vouchers related to the upcoming conference travel for CVSO Jane Babcock. The documents were obtained and presented to the Committee. The 2016 budget was prepared by County Administrator Scott Feldt and Finance Director Paul Kunesh.

The 2016 budget was reviewed, and CVSO Jane Babcock had an issue with the financing being removed for "care of veteran graves". She stated that previous discussions had been made with County Administrator Scott Feldt and Finance Director Paul Kunesh in regards to a future effort to possibly eliminate payments for certain graves, therefore the funding cannot be eliminated next year. Communications need to be made with cemeteries to determine which graves the county may have already paid the full sum of perpetual care on. A report will be generated which will show which graves have had the full sum of perpetual care paid and which graves have not yet met the limit. A discussion can then be made to discuss if it would be financial advantageous to offer the balance, for the remaining balance of perpetual care owed, or to continue the annual payments until the limit has been met. CVSO Babcock will discuss this with County Administrator Feldt and Finance Director Kunesh. She will keep the Committee informed of the process.

A motion was made by Gary Paape and seconded by Pat Benes to accept the budget proposal with the stipulation that CVSO Babcock meet with Finance Director Kunesh and County Administrator Feldt to further refine it. The motion carried.

CVSO Babcock presented the Committee a copy of the claims reports the previous CVSO had been using. She was not certain if the numbers being provided were based on date of claim or date of award. Since claims can take anywhere from a month to 10 years to be awarded, the department will update this report and provide some historical (annual) data to the Committee at the next meeting.

Travel Requests:

Jane was only able to present a copy of the Fall NACVSO Conference Registration & Annual Dues form to the Committee which will occur on October 5 – October 8, 2015. An Agenda has not been published yet.

A motion was made by Gary Paape and seconded by Pat Benes to accept the Registration Form as evidence of a business travel expense and to approve CVSO Babcock's upcoming travel expenses for the Fall NACVSO Conference from October 5 – October 8, 2015. The motion carried.

Overtime:

None.

Such Other Matters as Authorized by Law:

None.

Next Meeting Date:

October 5th, 2015 at 1:00 p.m. at Kewaunee County Public Health and Human Services Center. CVSO Babcock will be at conference so Tara LaCrosse, Veteran Services Administrative Assistant, will meet with the Committee to discuss the new layout of the CVSO Report and any matters the Committee feels are pertinent.

Adjournment:

A motion was made by Gary Paape and seconded by Doug Doell to adjourn the meeting. The motion carried and the meeting adjourned at 3:00 PM.

Respectfully Submitted,



VETERANS SERVICE COMMITTEE MEETING

October 5, 2015

KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

Call to Order:

The meeting was called to order at 1:07 p.m. by Chairperson Kaye Shillin.

Roll Call:

Members present were Chairperson Kaye Shillin, Pat Benes, Doug Doell, and Gary Paape. CVSO Jane Babcock was excused and Chuck Wagner was unexcused. Others present included Tara LaCrosse, Veteran Services Administrative Assistant, in place of CVSO Babcock.

Approval of Agenda:

Discussion was made to move the "Approval of the Agenda" before the "Approval of Last Month's Minutes."

A motion was made by Pat Benes and seconded by Doug Doell to approve the agenda. The motion carried.

Approval of Last Month's Minutes:

A discussion was held on the "Care of Veterans Graves" budget line item. Tara LaCrosse went into detail on how "Care of Veterans Graves" is governed by a State Statute for Perpetual Care and how the hope is to slowly eliminate the need for this budget line item. To do this, information needs to be gathered from each cemetery to determine how much perpetual care costed originally, and how much has been paid out thus far. It was determined this elimination would not occur in 2016, therefore the elimination of the budget line item cannot be done, per the State Statute. Kaye is going to address this issue with County Administrator Scott Feldt, and Gary is going to address this issue with Finance Director Paul Kunesh.

The approval of last month's minutes has been tabled to the next meeting, following other corrections that were noted by the Committee.

Approval of Bills:

A motion was made by Pat Benes and seconded by Gary Paape to approve the bills as presented. The motion carried.

Department Operations:

Tara LaCrosse presented the revised monthly report, followed by a discussion. Request for improvements were made and an updated report will be presented at the next meeting.

It was noted in the time frame of 3/23/2015-6/7/2015 (following CVSO Joe Aulik's departure and prior to CVSO Jane Babcock's arrival) the Veterans Service Office initiated 5 Compensation Claims and 4

Pension Claims. During that same timeframe in 2014, the office initiated 15 Compensation Claims and 0 Pension Claims.

During the timeframe of 6/8/2015-10/2/2015 (after CVSO Babcock's arrival) the Veterans Service Office initiated 32 Compensation Claims and 9 Pension Claims. During that same timeframe in 2014, the office initiated 17 Compensation Claims and 0 Pension Claims.

The Committee requests CVSO Babcock to present reports on the 2015 Fall NACVSO Conference, any veterans meetings, or any other meetings in the community she attends and what benefits were discussed. It was also requested that any other statistical data to measure the department operations would be beneficial to present to the committee.

Travel Requests:

None

Overtime:

None

Such Other Matters as Authorized by Law:

None

Next Meeting Date:

November 2, 2015 at 1:00 p.m. at Kewaunee County Public Health and Human Services Center.

Adjournment:

A motion to adjourn was made by Pat Benes, and seconded by Doug Doell. The motion carried and the meeting adjourned at 2:10 p.m.

Respectfully Submitted,



Tara LaCrosse
Recording Secretary