

Regular Board of Health Minutes September 14, 2015

The monthly meeting of the Board of Health was called to order at 12:02 pm at the Public Health & Human Services Building on Monday, September 14, 2015 by Chairperson Kaye Shillin.

Members present were: Kaye Shillin, Pat Benes, Kathy Janosky, Shirley Kirchman, Dr. Kurt Kurowski, Douglas Doell, Cindy Kinnard, and Gary Paape. Also present were: County Board Chairman Ron Heuer. Charles Wagner was absent.

No one from the public was present.

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

A motion was made by Gary Paape and seconded by Shirley Kirchman to approve the August 10, 2015 minutes as mailed. The motion carried.

August Monthly Report was given by Cindy Kinnard. WIC contracted caseload is 272 and the caseload served was 274; we are hoping to keep increasing numbers over the year and to get to the 285 range which will result in an increase in funding from the State. Immunizations remained low again in the month of August even with children going back to school. The Portaccount Training held in Manitowoc was attended by Melissa Patz and concerned the respiratory fit equipment that will be shared by the public health departments in Northeast Wisconsin. A motion was made by Pat Benes and seconded by Kathy Janosky to approve the August Monthly Report as mailed. The motion carried.

Cindy Kinnard presented the 2016 budget for the Public Health Department. Cindy indicated the last two columns for each account reflected 0% change and a 5% reduction. Account 54100 County Nurse reflects a slight reduction in wages since two new grants have been received from the State. There was also a 35% savings in telephone since the County has a new phone system. There is no monies allocated for Beach Testing since we will be receiving DNR Level funding in the amount of \$3,000. All signage and flags were paid for out of the Public Health Budget in 2015 and there is no more anticipated costs associated with those purchases. The Back to School line item was questioned and it was stated that those are all donated funds received from local businesses or individuals to purchase school items for the Program. All monies will be spent since they are donated. There is an increase in travel for County Nurse due to the radon training that will be attended because of the new grant for Radon. (Paul Kunesh has included the new Radon Grant within the County Nurse account).

Wisconsin BRACE Grant (Account number 54103) is new to our Department for 2016 in the amount of \$6,500. Cindy will be meeting with the State in order to get more information as to how the grant is to be spent but the grant is for educating the public in ways to improve water quality. Monies have been allocated for wages, travel and supplies. The County Immunization Program (account number 54106) pays the clinic nurse, immunization aide and travel throughout the county to administer immunizations. Cindy indicated that the reduction of 5% in the budget came from this account. It was further discussed that the Program would also fund the adult flu program and if the 5% reduction is taken the flu program will not continue past this year.

Cindy indicated the WIC (account number 54113) Grant funding received from the State for 2016 will be in the amount of \$69,801. CYSHCN (account number 54122) is a stipend from the State rather than a Grant as in the past, Rachel Bauer mentors another County and therefore received a stipend in 2015. It is estimated that there will be another stipend for 2016 between \$1000-\$1200 but have not received confirmation from the State yet. The Lead Grant was budgeted at \$1911 for 2016 but we have received confirmation from the State we will be receiving \$1961. Cindy indicated that the MCH Grant is the only County match Grant that we have and the budgeted amount was \$8072 with County match (75%) being \$6054. We have now received the exact contract amount and we will be receiving \$8976 and the match will increase to \$6732. The Prevention Grant (account number 54110) runs a different schedule and is on a two year cycle and we have not yet heard what the grant amount will be, the budgeted number at this point is \$3909.

The Immunization Grant was budgeted at \$6477 but received confirmation that the amount we will receive is \$6530. This grant funds the RN in doing immunization and mass clinics. Clinic Supplies increased to \$800 from \$100 in 2015 due to the fact that we will be holding mass flu clinics at the school (for school aged children up to age 18) and need to purchase supplies and the vaccine will be free from the State. The Wisconsin Well Women Program (account number 54118) is gone and is a regional program with our fiscal agent being Brown County. Women can still be signed up here but service providers will be Brown County.

Ebola Preparedness (account number 54123) is also a new grant in the amount of \$11,721 and monies will be used for trainings, supplies for mass clinics and technology updates.

Bioterrorism Grant started July 1, 2015 and runs until June 30, 2016 with the amount of \$35,196 being received. The last grant is Fit Families (54135) which coincides with WIC and helps families improve their health by eating more fruits and vegetables, drinking more water, exercise and being good role models. There is an increase to this grant from 2015 in the amount of \$12390. The last page of the budget shows the 2016 budget at 0% change and the other column shows a 5% reduction in the budget. A motion was made by Gary Paape to

approve the budget and send the budget to the Finance Committee with the recommendation of a 0% change and it was seconded by Pat Benes. The motion carried. It was further stated that Cindy has already sent a narrative to Paul Kunesh concerning the budget and Cindy will explain the decision of the Board (at the 0% change) to the Finance Committee.

Cindy updated about the most recent activity with the Groundwater Task Force. Cindy traveled to Oshkosh recently and attended a DNR meeting as a representative of the Short Term Solutions Committee. The Committee is working on a definite definition of a contaminated well and solutions for owners of contaminated wells.

Grant updates were given (as previously discussed within the budget), a Radon Outreach Grant was received in the amount of \$3,500 which will be used to increase outreach into the community and increase social media and to purchase more radon test kits. A BRACE grant was also received in the amount of \$6500 which will be used to educate people concerning the improvement of water quality. Cindy is meeting with a State representative in the near future to discuss the grant and how it is to be spent.

Cindy indicated that the price of the Hepatitis B vaccine has gone up and would like to increase the price to administer the three dose series from \$110.00 to \$135.00. A motion was made by Pat Benes, seconded by Gary Paape to approve the increase in price to \$135.00 for Adult Hepatitis B Vaccine (3 dose series) as requested. Motion carried.

Cindy indicated that price of the Tubersol used to administer TB skin tests has increase in price and would like to increase the price of a TB skin test from \$12.00 to \$16.00 per test. A motion was made by Gary Paape, seconded by Shirley Kirchman to approve the increase in price to \$16.00 per TB skin test as requested. Motion carried.

There were no travel requests.

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

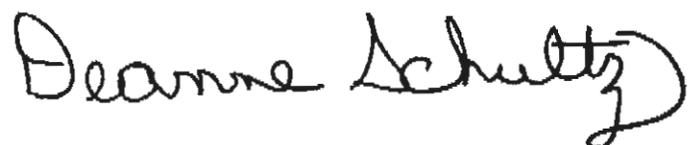
No overtime to report.

The next meeting date has been set for Monday, October 5, 2015 at Noon.

There were no other items as authorized by law discussed.

A motion was made by Kathy Janosky and seconded by Pat Benes to adjourn the meeting. The meeting was adjourned at 1:13 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, sweeping flourish at the end.

CHILD SUPPORT COMMITTEE MEETING

September 14, 2015

PUBLIC HEALTH AND HUMAN SERVICES CENTER

The meeting of the Child Support Committee was called to order by Chairperson Kaye Shillin on September 14, 2015 at 1:15 P.M. Members present included: Kaye Shillin, Pat Benes, Gary Paape, Doug Doell, Ron Heuer, and Cindy Kudick, Child Support Coordinator. Charles Wagner was unexcused.

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

Cindy Kudick reported the monthly stats for the month of August. The collections for the month were \$205,892.97, with a collection rate of 85.4%. Ms. Kudick reported that to date total Family Cases filed are 78 and the Paternity Cases are 11.

A motion was made by Gary Paape and seconded by Doug Doell to approve the monthly reports. The motion carried.

Cindy Kudick presented her 2016 proposed budget. A recommendation to accept and send the 0% budget increase was made by Pat Benes and seconded by Doug Doell. The motion carried.

A motion was made by Doug Doell, and seconded by Gary Paape to approve the bills. The motion carried.

There was no travel request or overtime to report.

The next meeting is set for October 5, 2015 at noon at the Health and Human Services Center.

A motion was made to adjourn the meeting at 1:36 P.M. by Pat Benes and seconded by Doug Doell and approved by all.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Cindy Kudick', written in a cursive style.

Cindy Kudick, Secretary

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,

