

## **Regular Board of Health Minutes November 2, 2015**

The monthly meeting of the Board of Health was called to order at Noon at the Public Health & Human Services Building on Monday, November 2, 2015 by Chairperson Kaye Shillin.

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

Public present were: Nancy Utesch and William Iwen.

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

Citizen input by Nancy Utesch concerned spray irrigation and permits from the DNR. William Iwen questioned clean drinking water for affected Lincoln residents.

A motion was made by Pat Benes and seconded by Gary Paape to approve the October 5, 2015 minutes as mailed. The motion carried.

October Monthly Report was given by Cindy Kinnard. Continuing to focus on WIC clients and to increase WIC participation in order to keep or increase grant funding. "Other" immunizations number is 429 which reflects the mass flu clinics that were done at Luxemburg-Casco and Kewaunee Schools. A mass flu clinic will be held at the Algoma School District in November. The First Breath program is new to our Department and targets pregnant women and smoking households that are on our Prenatal Care Coordination Program. This program encourages women to stop smoking and create a smoke-free household. Education and support is given to stop smoking. Public Health is partnering with the ADRC to start a Dementia Coalition to offer support and services to individuals and care caregivers. A motion was made by Charles Wagner and seconded by Shirley Kirchman to approve the October 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 continues to be an issue at UW-Whitewater but no confirmed cases in Kewaunee County. Currently the State of Wisconsin is low concerning influenza cases. We are currently offering adult flu vaccine for \$30.00 cash/check or will bill Medicare Part B. We are getting word out of this service and will be at meal sites, Journeys Club, Knutson Hall and Eastshore to give flu immunizations.

Cindy Kinnard presented a breakdown that will be presented in December at the County Board Meeting concerning a Budget Resolutions for three grants. Children and Youth with Special Health Care Needs – a grant was received in the amount of \$1,650.00 that was not in the

budget. Bioterrorism Grant (stipend for Mass Care) was received in the amount of \$1,000.00 that was not in the budget. The WIC budget was cut by \$1,809 due to decreased participant numbers. Cindy indicated that Paul Kunesh advised all changes to be put into one resolution at the end of year and currently Jeff Wisnicky is drafting the Resolution to be presented. No questions were asked concerning this Resolution.

Cindy Kinnard advised the Board that a MOU (Memorandum of Understanding) with Behavioral Health is being drafted. The Public Health Department will supply a Registered Nurse to Behavioral Health for 8-16 hours per week which started on October 1, 2015. Currently a nurse spends Wednesdays in the Behavioral Health Department with the doctor, doing medication management, doing heights/weights and blood pressures and answering medication questions. Human Services will be reimbursing Public Health for the nursing hours.

The Board discussed spray irrigation of manure. Cindy Kinnard presented handouts and a website address to Board members to review that the Department of Health suggested concerning spray irrigation issues.

One travel request was presented: Cindy Kinnard and Cynthia Farrell to attend the Maternal & Child Health Summit which is a mandatory attendance for the MCH grant. A motion was made by Charles Wagner seconded by Pat Benes to approve the travel request. Motion carried.

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

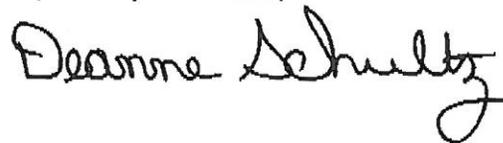
No overtime to report.

The next meeting date has been set for Monday, December 14, 2015 at Noon.

Other items as authorized by law: None.

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

Respectfully Submitted,

A handwritten signature in cursive script that reads "Deanne Schultz". The signature is written in black ink and is positioned below the typed name "Deanne Schultz".

## VETERANS SERVICE COMMITTEE MEETING

November 2, 2015

### KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

#### Call to Order:

The meeting was called to order at 1:05 p.m. by Chairperson Kaye Shillin.

#### Roll Call:

Members present were Chairperson Kaye Shillin, Pat Benes, Chuck Wagner, Gary Paape and CVSO Jane Babcock. Doug Doell was unexcused.

#### Approval of Agenda:

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

#### Approval of Amended September and October Meeting Minutes:

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

#### Approval of Bills:

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

#### Department Operations:

CVSO Babcock gave a report on the CVSO Conference she attended from October 5-8, 2015 and the NECVSO Meeting she attended on October 22, 2015. She stated that the Green Bay Clinic is having staffing problems and they currently only have 21,000 patients, where the max is 35,000. A discussion was held on the new and upcoming operations at the Green Bay Clinic as well as the Choice Program for veterans.

CVSO Babcock has been asked to be on the State Association Executive Committee as well as the 2<sup>nd</sup> Vice for the Regional Committee.

A discussion was held on the changes to the CVSO Grant that WDVA provides to the counties. In the past a flat \$10,000 was given to Kewaunee County to be used for salary use. WDVA is now transitioning it to a reimbursement program, where only specific expenses can be submitted for reimbursement. In 2016, 50% of the \$10,000 can still be used for salary use, in 2017, 25% can be used for salary use and in 2018, the grant is then subjected to specific expense reimbursement only.

CVSO Babcock presented the committee with a change to the 2016 budget. \$798 was removed from the Maintenance Agreement line item, and it has since been returned, since this agreement is needed to use Vetraspec in the office. It was then noted by Gary Paape, that the full funding for Care of

Veterans Graves has not been placed back into the budget. CVSO Babcock reported that the office has received feedback from a few cemeteries, and hopefully there will be some elimination after 2016.

CVSO Babcock presented the monthly award report as well as a calendar summarizing office operations. She then reviewed what benefits are available for veterans.

Travel Requests:

CVSO Babcock announced there is a NECVSO Meeting regarding mental health at the Green Bay Vet Center in November. The date has yet to be determined, and will be presented later. The Committee requests that dates of meetings be presented prior to the committee meeting.

Overtime:

None

Such Other Matters as Authorized by Law:

None

Next Meeting Date:

December 14, 2015 at 12:00 p.m. at Kewaunee County Public Health and Human Services Center.

Adjournment:

A motion to adjourn was made by Pat Benes, and seconded by Gary Paape. The motion carried and the meeting adjourned at 2:00 p.m.

Respectfully Submitted,



Tara LaCrosse  
Recording 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 5<sup>th</sup>, 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,

