

## MEETING NOTICE & AGENDA

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

**Date: Monday, July 11, 2016**

**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 June Minutes
6. Reports from Cindy:
  - a. June Monthly Report
7. Introduction of New WIC Aide – Marcia Dorner
8. Update on Recent Well Contaminations
9. Disease Update from Cindy
10. Discuss New HIPPA Guidelines
11. Review of CHIP Summary
12. Appoint Vice-Chair Person
13. Comments from Dr. Kurowski
14. Travel Request & Approval
15. Approval of Bills (regular monthly meeting only)

16. Overtime Report
17. Next Meeting Date
18. Such other matter as authorized by law
19. Adjournment

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.

## **Regular Board of Health Minutes June 13, 2016**

The monthly meeting of the Board of Health was called to order at Noon at the Public Health & Human Services Building on Monday, June 13, 2016 by Chairperson Gary Paape.

Members present were: Gary Paape, Kaye Shillin, Kathy Janosky, Cindy Kinnard, Shirley Kirchman, Linda Teske, Douglas Doell, Julie Janicsek and Dr. Kurt Kurowski.

Members excused: Donna Thomas.

Public present were: William Iwen and Lynn Utesch.

A motion was made by Julie Janicsek and seconded by Kathy Janosky to approve the agenda as mailed. The motion carried.

Citizen input by William Iwen and Lynn Utesch concerned safe water and public health concerns.

A motion was made by Kaye Shillin and seconded by Shirley Kirchman to approve the May 9, 2016 minutes as mailed. The motion carried.

May Monthly Report was given by Cindy Kinnard. Immunizations for the month of May were up due to mass clinics held at the three public schools districts for Tdap vaccinations to 5<sup>th</sup> graders. WIC numbers continue to hold steady. Cynthia Farrell and Rachel Bauer held Provider Meetings at all area medical clinics during the month of May. We reached out to providers advising them of our programs and services and plan to do this once every six months. A question was asked about the flags and signs at the area beaches and Cindy advised that testing is done and Sarah Robertson takes care of any changes with flags and signs for Algoma. For Kewaunee, Matt Murphy from the City takes care of any changes with flags and signs. There being no more questions from the Board, a motion was made by Kathy Janosky and seconded by Julie Janicsek to approve the May Monthly Report as mailed. The motion carried.

Cindy Kinnard updated the Board as to diseases in the County/area. Cindy indicated that the Zika virus is a mosquito born virus and there are a few cases reported in Wisconsin but came from people who traveled to the Caribbean. Cindy further reported on the Elizabethkingia Bacteria which is a blood infection. There are 63 reported cases in Wisconsin with none being reported in Kewaunee County. No source has been determined.

Cindy updated the Board regarding the recent well contaminations. On May 4, 2016, 255 letters were sent out to homeowners within a ½ mile radius of the 11 contaminated wells that were found by the Research Group. As of date 159 kits have been picked up at our office to

test their wells (the DNR is paying for the total coliform and e.coli testing). We have received results from 121 with 8 being positive for coliform. One test showed positive for e.coli and coliform thereby requiring us to send out another 68 letters to homeowners on May 24, 2016 advising them of a contamination within a ½ mile radius. It was found by the DNR that this homeowner had a well not up to code (there was a cracked cap and casing). The DNR is working with this homeowner to correct the problems and then retest. There were two schools within this ½ radius and they have tested negative. A question was asked about the solution for coliform and it was advised that directions are given from the State Lab on their reports to bleach their wells. Cindy further advised that the schools all do quarterly well testing and all results have been good.

Gary Paape reviewed the rules and duties of the health committee with the Board. A motion was made by Linda Teske and seconded by Douglas Doell to add the following language "6. To perform all such other duties imposed by law or by order of the Kewaunee County Board of Supervisors." to the Board of Health rules and duties. Motion carried.

No comments from Dr. Kurowski.

Travel request(s): None.

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 was scheduled at the July 11, 2016 at Noon and August 8, 2016 at Noon.

Other items as authorized by law: None.

A motion was made by Julie Janicsek and seconded by Douglas Doell to adjourn the meeting. The meeting was adjourned at 12:55 pm. The motion was carried.

Respectfully Submitted,

MEETING NOTICE AND AGENDA  
**CHILD SUPPORT**  
**Committee Meeting**

DATE: July 11, 2016  
TIME: 12:00 P.M.  
PLACE: Health/Human Service Center

1. Call to Order
2. Roll Call
3. Approve Agenda
4. Approval of May, 2016 minutes
5. Reports of Department Personnel
  - A. Cindy Kudick
    1. Monthly reports
    2. Discussion on filling vacant position
6. Approve travel request
7. Approval of bills
7. Overtime report
8. Miscellaneous
9. Such other matters as authorized by law
10. Schedule next meeting date
11. Adjournment

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CHILD SUPPORT COMMITTEE MEETING  
PUBLIC HEALTH AND HUMAN SERVICES CENTER

May 9, 2016

The meeting of the Child Support Committee was called to order by Chairperson Gary Paape on May 9, 2016, at 12.56 p.m. Members present included: Gary Paape, Kaye Shillin, Doug Doell, Linda Teske and Donna Thomas.

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

A motion was made by Kaye Shillin and seconded by Doug Doell to approve the April 2016 minutes. The motion carried.

Cindy Kudick reported monthly statistics for April 2016. The collection rate for April was 87.92%. Ms. Kudick reported that the year-to-date total of Family Cases filed is twenty-eight and there are two Paternity Cases.

Ms. Kudick stated she would be presenting the Child Support Agency's Annual Report to the County Board at the May 17, 2016, meeting.

The committee reviewed the Child Support Rules and Duties. Doug Doell made a motion to accept the Child Support Rules and Duties as printed and Kaye Shillin seconded the motion. The motion carried.

There was no travel request or overtime to report.

A motion was made by Linda Teske and seconded by Doug Doell to approve the bills. The motion carried.

The next meeting is set for June 13, 2016, at 12:00 p.m. at the Health and Human Services Center.

A motion was made by Kaye Shillin to adjourn the meeting at 1:04 p.m. and was seconded by Linda Teske. The motion was approved by all.

Respectfully submitted,



Tammy Malach, Secretary

# MEETING NOTICE AND AGENDA

## Veterans Service Committee Meeting

Date: Monday, July 11, 2016

Time: 12:00 p.m.

Place: Health & Human Services  
Conference Room

1. Call to order
2. Roll call
3. Approval of Current Agenda
4. Reading/Approval of Previous Month Meeting Minutes
5. Approval of Bills
6. Departmental Operations
  - a. Monthly reports
  - b. Wisconsin CVSO Update
7. Travel Approval
  - a. None
8. Overtime Report
  - a. None
9. Such other matters as authorized by law
10. Set next Veterans Service Committee meeting date
11. Adjournment

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	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Total
Scheduled Appointments	28	34	26	27	37	31							183
Walk Ins	36	45	41	42	46	60							270
Phone Calls	238	191	213	237	239	235							1353
Misc Office Activity (Training Days, Veteran Relief Travel, Home Visits)	4	1	2	10	3	5							25



## VETERANS SERVICE COMMITTEE MEETING

June 13, 2016

### KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

#### Call to Order:

The meeting was called to order at 1:00 p.m. by Chairman Gary Paape.

#### Roll Call:

Members present were Chairman Gary Paape, Doug Doell, Kaye Shillin, Linda Teske and CVSO Jane Babcock. Lynn Utesch was present as a guest. Donna Thomas was excused.

#### Approval of Agenda:

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

#### Approval of May's Meeting Minutes:

A motion was made by Kaye Shillin and seconded by Doug Doell to approve the minutes. The motion carried.

#### Approval of Bills:

A discussion was held on the \$40.00 dinner charge made by CVSO Babcock that was missing a receipt. A motion was made by Doug Doell and seconded by Kaye Shillin to approve the bills as presented minus the \$40.00 dinner charge. CVSO Babcock agreed that she will take personal responsibility for that bill. The motion carried.

#### Department Operations:

CVSO Babcock stated that she is submitting the State CVSO Grant in the amount of \$3528. This is reimbursement for the copier/printer/scanner/fax machine that was purchased for the office.

A brief discussion was held on the monthly award spreadsheet, property tax credit report and office activity for the last month.

A discussion was held on the perpetual care reduction project that Tara has been working on.

#### Travel Requests:

1. CVSO Babcock will be traveling to Green Lake, WI on June 17, 2016, for an Executive Meeting.
2. CVSO Babcock will be traveling to Tomahawk, WI on June 24, 2016, for the NE Regional CVSO Meeting.

A motion was made by Doug Doell and seconded by Kaye Shillin to approve both travel requests.

#### Overtime:

None

Such Other Matters as Authorized by Law:

CVSO Babcock discussed the WDVA meeting that was held with CVSO Joe Aulik, CVSO Rock Larson, Governor Scott Walker, Secretary John Scocos, some state personnel and some state veteran organization leaders in regards to the CVSO Grant changes.

CVSO Babcock also discussed the upcoming regionalization proposal where counties can hire non-veterans as CVSOs, but every county office still needs to be staffed. Two counties up north did try to join together and share an office but it didn't work out. There is a resolution being drafted with all of the 72 county CVSO offices that will be presented in the future.

Next Meeting Dates:

July 11, 2016 and August 8, 2016 at 12:00 p.m. at Kewaunee County Public Health and Human Services Center

Adjournment:

A motion to adjourn was made by Kaye Shillin, and seconded by Doug Doell. The motion carried and the meeting adjourned at 2:12 p.m.

Respectfully Submitted,



Tara LaCrosse  
Recording Secretary