

## **Regular Board of Health Minutes October 17, 2016**

The monthly meeting of the Board of Health was called to order at Noon at the Public Health & Human Services Building on Monday, October 17, 2016 by Chairperson Gary Paape.

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

Members excused: Doug Doell.

Public present were: None.

A motion was made by Linda Teske and seconded by Shirley Kirchman to approve the agenda as mailed. The motion carried.

No citizen input.

A motion was made by Julie Janicsek and seconded by Kathy Janosky to approve the September 12, 2016 minutes as mailed. The motion carried.

September Monthly Report was given by Cindy Kinnard. WIC numbers remained consistent this month. Questions were addresses regarding a beach meeting Cindy attended with the Friends of Crescent Beach and the City of Algoma. Concerns regarding beach closures after a heavy rain were discussed. Also discussed closures for reasons not associated with bacterial contamination. Explanation was given for what TAG stands for. This is a Technical Advisory Group for the Land and Water Office. We are working on their strategic plan. Final question address the Medical Examiner and Coroner meeting that was attended. This focused on mass fatality planning for the Northeast Region. A motion was made by Donna Thomas and seconded by Kaye Shillin to approve the September Monthly Report as presented. The motion carried.

The Annual Report was presented by Cindy. Questions were answered regarding Ebola funding. This funding was used to write a plan specific to Ebola response, and to help emergency response teams in the area and our health department prepare for Ebola as well as other communicable disease response. A motion was made by Kathy Janosky and seconded by Donna Thomas to approve the 2015 Annual Report as presented. Motion carried.

Cindy presented the board with the 2017 Public Health Budget. She explained that the numbers as presented for Public Health (54100) and the Immunization (54106) should not change. As for the grant amounts, Cindy has finally received final numbers for the State Consolidated Contract as well as other State grants. These numbers will vary from what is on

their copies of the budget. Actual numbers were reviewed. Budget transfer forms will be filled out in December and submitted to Paul Kunesh for adjustment. All numbers will be corrected prior to the start of the new year. No questions were addressed regarding the budget by the Board.

Cindy updated the Board on the resignation of Cynthia Farrell, RN effective on Friday October 21, 2016. The Administrators office will post the job in the area papers by October 21, 2016. Applications will be due by November 11; 2016. The position must be filled by a BSN nurse per state statute, and it must be a full time position to maintain our Level 2 Health Department status. The department hopes to have the position filled for the start of the 2017.

Cindy Kinnard updated the Board on the BRACE Grant. Per the recommendations from the DNR work groups in relation to water contamination requesting a mailing to all home owners, funding from the BRACE Grant was used to send out a mailing to all well owners in the county encouraging annual well testing. Within the mailing was a letter from the Health Department, an informational sheet explaining well water testing, and a sheet on private well water and what to watch for after a heavy rain. 4009 letters have been mailed to well owners thus far. The Village of Casco mailing will be completed within the week. Approximately 35 individuals have already come in to pick up a well testing kit at the health department. The department is taking a lot of calls regarding the letter and the need to test. Cindy also reported that BRACE funding was used to make "Safe Swim" signs. This sign warns of the dangers of algae and swimming in natural bodies of water. 12 signs were made. The signs cost \$19.95 each. They will be distributed in spring. They will be posted on the public beaches in Algoma and Kewaunee, at Red River Park, and at the inland lakes used for swimming within the county.

Comments from Dr. Kurowski: None. He was asked a question about a rumor that he was retiring. He stated he does plan to retire in May of next year

Travel request(s): None.

A question was asked in regard to the tax on the Hemocue bill. Cindy will address this with Deanne Schultz. A motion was made by Julie Janicsek and seconded by Kathy Janosky to approve the monthly bills. The motion carried.

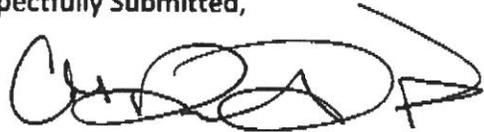
No overtime to report.

The next meeting dates were scheduled on Tuesday November 15 at Noon and Monday December 12, 2016 at Noon.

Other items as authorized by law: Gary Paape stated that the Health Department was commended for their hard work at the last Personnel meeting. He did ask Cindy to share this compliment with her staff.

A motion was made by Kaye Shillin 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 black ink, appearing to be "GARY PAAPE", written in a cursive style.

CHILD SUPPORT COMMITTEE MEETING

OCTOBER 17, 2016

PUBLIC HEATH AND HUMAN SERVICES CENTER

The meeting of the Child Support Committee was called to order by Chairperson Gary Paape on October 17, 2016 at 1:07 P.M. Members present included: Gary Paape, Kaye Shillin, Linda Teske, Donna Thomas, and Cindy Kudick, Child Support Coordinator. Doug Doell was excused.

A motion was made by Kaye Shillin and seconded by Donna Thomas, to approve the agenda. The motion carried.

A motion was made by Linda Teske and seconded by Kaye Shillin, to approve the September 2016 minutes. The motion carried.

Cindy Kudick reported the monthly stats for the month of September. The collections for the month were \$207,021.39 with a collection rate of 87%. Ms. Kudick reported that total Family Cases filed are 73 and the Paternity Cases are 6, as of this date.

A motion was made by Kaye Shillin and seconded by Donna Thomas to approve the monthly reports. The motion carried.

A discussion was held regarding the 2017 Child Support Budget. There were no changes or objections.

A motion was made by Linda Teske, and seconded by Kaye Shillin to approve the Child Support bills. The motion carried.

There are no travel requests or overtime to report.

The next meetings set will be November 15, 2016 and December 12, 2016, at noon at the Health and Human Services Center.

A motion was made to adjourn the meeting at 1:23 P.M. by Kaye Shillin and seconded by Donna Thomas and approved by all.

Respectfully Submitted

A handwritten signature in cursive script, appearing to read "Peggy Kidd".

## VETERANS SERVICE COMMITTEE MEETING

October 17, 2016

### KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

#### Call to Order:

The meeting was called to order at 1:40 p.m. by Chairman Gary Paape.

#### Roll Call:

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

#### Approval of Agenda:

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

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

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

#### Approval of Bills:

A brief discussion was held on the charges made for the charges made to veteran's relief. Jane explained how the Commission works in spending the veteran's relief fund.

A motion was made by Donna Thomas and seconded by Kaye Shillin to approve the bills as presented. The motion carried.

#### Discussion of Budget:

A discussion was held on the differences in the line items of promotional materials and commission aid. Chairman Paape requested that CVSO Babcock to inform him of the resolution of the lowered finances in the commission aid fund.

#### Department Operations:

A brief discussion was held on the monthly award spreadsheet and office activity for the last month.

CVSO Babcock briefly discussed the CVSO Conference that she had just attended. She is on the Executive Committee as well as been asked to be on the Public Affairs Outreach Program. There will be a television series by Wisconsin Eye TV which includes interviews with Wisconsin CVSO's on benefits. She will inform the committee once the schedule is published.

CVSO Babcock also informed the committee that Tara will need to start attending yearly training in 2018 to keep her accreditation as well.

The Kewaunee County Commissioner's are scheduled to meet on October 20, 2016, where they will discuss updating the guidelines for Veteran's Relief. The committee has requested a copy of the original guideline as well as the new and improved guideline.

Travel Requests:

None

Overtime:

None

Such Other Matters as Authorized by Law:

A brief discussion as help on the Informational Training Sessions CVSO Babcock hosted for the community on September 29, 2016.

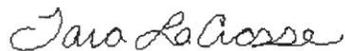
Next Meeting Dates:

Next meetings scheduled for November 15, 2016 and December 12, 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 Donna Thomas. The motion carried and the meeting adjourned at 2:20 p.m.

Respectfully Submitted,



Tara LaCrosse

Administrative Assistant/Recording Secretary