

**BOARD OF HEALTH MEETING**  
**Tuesday, December 8, 2009**  
**10:00 AM or immediately following the Council on Aging meeting**  
**Large Conference Room – Polk County Health Department**

**AGENDA**

- Call to order
- Approval of Agenda
- Public Comment
- Approval of Minutes from November, 2009 meeting
- Monthly Bills Review  
(Finance Committee: Gary Bergstrom, Karen Krupa, Bob Dueholm)
- Monthly Statistical/Financial Reports for the Department
- Out of County Meetings Report
  
- Old Business
  - Update on seasonal and H1N1 influenza vaccine/activities – Sampson
  - Update on pharmaceutical disposal model programs - Hobbs
- New Business
  - WIMCR settlement – Sampson
  - Review of Non-Represented Performance Review Process for Department Heads and Distribution of Performance Evaluation Materials – Sampson
  - BadgerCare Plus Grant Evaluation Report - Sampson
  - Personnel Update – Sampson
  
- Director's Report
- Board member Comments/Observances
- Adjourn

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

## BOARD OF HEALTH

The Polk County Board of Health met in the conference room of the Health Department at 10:07 a.m. on December 8, 2009

Present: Neil Johnson                      Wanda Johnson                      Rick Scoglio  
            Bob Dueholm                      Jim Edgell                              Dr. Arne Lagus  
            Gary Bergstrom

Also:      Gretchen Sampson              Patty Lombardo                      Andrea Jerrick

Chairman Neil Johnson called the meeting to order.

**Motion by W. Johnson/Scoglio to approve the agenda. All in favor. Motion carried**

**Motion by Scoglio/Edgell to approve the minutes from the November 10, 2009, Board of Health meeting. All in favor. Motion carried.**

### Department Head Review

Jerrick reviewed the Department Head Performance Evaluation. Form to be completed for January Board of Health meeting. Format is the same as in previous years. Gretchen will send the job description by email. Dueholm requested presentation of goals recap for next meeting.

### Monthly Bills Review

Sampson handed out the list of bills for review and answered any questions.

**Motion by Lagus/Bergstrom to approve the bills in the amount of \$47,138.08. All in favor. Motion carried.**

### Monthly Statistical Report

Sampson reviewed the November budget overview report for the Public Health programs and the statistical summaries for October. The 3<sup>rd</sup> quarter jail payment has not yet been realized so Public Health revenue is lagging. Several revenues are still outstanding from flu billing as well. Birth to Three and Agent budgets are strong. PNCC billing is lagging; tobacco is behind in grant revenues; WIPHL contract execution was late but grant payments should be forthcoming. Overall, Public Health budgets are on-track other than Immunization, which may be difficult due to seasonal flu vaccine not being used. There have been fewer visits in PNCC due to staff being occupied with H1N1. Unduplicated Birth to Three clients are markedly up from last year. WIC visits are up reflecting the current economic situation in the County.

Sampson explained the changed in tobacco funding for next year. The Health Department has applied as lead fiscal agent for a multi-county consortium on tobacco. Reviewed revenues and expenses for Home Care along with services provided. 2009 Home Care business is less – postponement of elective surgical services could be impacting volume. Northern Bridges payments are starting to flow in. Dueholm reviewed a letter he was given regarding reimbursement rates from Northern Bridges. Sampson explained the workings of Medicare HMO's regarding how payments and services are handled.

**Motion by Scoglio/W. Johnson to approve the monthly statistical reports. All in favor. Motion carried.**

### **Out of County Meetings**

Sampson reviewed the list of out of county travel for the remainder of December and into January. The WIPAN grant meeting scheduled for December 9 was cancelled. Dawn Larson and Sampson will be meeting with the Tribe in Hertel regarding Birth to Three. Sampson will be traveling to Eau Claire for the WALHDAB meeting in January.

**Motion by Dr. Lagus/Scoglio to approve the out of county meetings. All in favor. Motion carried.**

### **Old Business**

#### **Update on seasonal and H1N1 vaccine/activities**

Sampson gave an update of the H1N1 Situation Report which indicates a decline in confirmed and suspect cases. They are starting to receive WIR reports on the number of vaccinations given by age group which makes it easier to track how many citizens have been immunized.

### **Pharmaceutical Disposal Programs**

Brian Hobbs was unable to attend, however, he spoke with Deb Peterson, (Parks and Buildings), regarding past pharmaceutical collections. Previous collections brought in 86 lbs. and 54 lbs. of pharmaceuticals for disposal through Clean Sweep. Sampson reviewed the rules and disposal guidelines for collection. Peterson will be asked to attend the January meeting to give more information on the workings of the program. Sampson reviewed the current situation at the state level.

### **New Business**

#### **WIMCR Settlement**

Sampson reviewed the WIMCR report and answered questions regarding the information.

## **BadgerCare Plus Project**

The County has received an 18 month grant to provide BadgerCare Plus services. Only 6-7 agencies were approached to continue with this grant. Sampson reviewed the evaluation summaries and explained how services are provided.

## **Personnel**

Jennifer Swenson has moved from her tobacco position into the new Preparedness position and is in training. Heather Gaylord, Occupational Therapist, has resigned from the Birth to Three program and has taken a position at Good Samaritan Nursing Home. Sampson is likely changing this position to contract staff rather than an employee.

## **Director's Report**

This was included earlier in the statistical report regarding tobacco funding.

**Motion by Edgell/Scoglio to adjourn. All in favor. Motion carried. Meeting adjourned at 11:40 a.m.**

The next Board of Health meeting will be January 12, 2010 at 10: 00 a.m.