

Regular Board of Health Minutes February 11, 2019

The monthly meeting of the Board of Health was called to order at 8:32 am at the Public Health & Human Services Building on Monday, February 11, 2019 by Chairperson Mary Ellen Dobbins.

Members present were Mary Ellen Dobbins, Kaye Shillin, Kim Kroll, Julie Janicsek, Cindy Kinnard, Virginia Haske, and Julie Thoreson.

Members excused: Linda Teske and Kathy Janosky.

Members unexcused: None.

Public present were: None.

A motion was made by Virginia Haske and seconded by Julie Thoreson to approve the Agenda as mailed. The motion carried.

A motion was made by Kim Kroll and seconded by Virginia Haske to approve the January 14, 2019 minutes as mailed. The motion carried.

Citizen input: None.

January monthly report was handed out by Cindy. WIC numbers continue to remain steady. Cindy indicated that she is anticipating a reduction again this year in grant funding for WIC. There were 11 reported Communicable Diseases cases. There were no questions from the Board concerning the January monthly report.

Anna Westmark was introduced to the Board, she was hired in May, 2018 and works three days per week for the Health Department. Anna presented a power point overview of her Preparedness portion her job to the Board.

The Board reviewed Policy and Procedure # 44-Kewaunee County WIC Program Breast Pump Policy which states WIC clients who are breastfeeding can obtain a hospital grade breast pump from the WIC Department and Policy and Procedure #47-Breastfeeding Policy for the Kewaunee County Public Health Department which states a designated room will be available to any one who wishes to breastfeed or pump for their infant. Cindy indicated that this Policy goes along with our Maternal and Child Health grant in which Anna Westmark is working with businesses in Kewaunee County to have a breastfeeding policy in place for workers and customers. There being no questions, a motion was made by Julie Thoreson, seconded by Kim Kroll to approve the Policy and Procedure #44-Kewaunee County WIC Program Breast Pump Policy and Policy and Procedure #47-Breastfeeding Policy for the Kewaunee County Public Health Department as presented. Motion carried.

Cindy advised that Northeast Wisconsin continues to be moderate level for influenza cases. The Foot Care Clinics are 100% booked and we have had to add another day with Lisa Taylor, RN to accommodate the waiting list. We are very happy with the services offered by Lisa Taylor and the clients are happy with her. The Free Skin Cancer Screening has been scheduled for Saturday, April 6, 2019 from 9:00 am to Noon. We are once again partnering with Prevea-Luxemburg Clinic to hold this event, advertising of this event has already commenced. Cindy advised that the CHIP will be coming due in 2020, this is a five year plan which we initially focused on Alcohol and Drug Prevention, Mental Health, Physical Activity and Nutrition and combined Chronic Disease Prevention into these. Cindy advised the Board that our limited term nurse, Aly Martin would like to continue with the nursing position at three days per week. Cindy will be talking with Scott Feldt to have Aly become a County employee. December financial reports were given to each Board member. All monies have been spent down for the end the year.

Travel requests: A request for Anna Westmark to travel to Wisconsin Dells on March 21-22, 2019 for the Wisconsin Emergency Management Governor's Conference to continue learning how to prepare, respond and recover from public health emergencies and a request from Anna Westmark and Aly Martin to travel to Eau Claire for the Maternal and Child Health Summit 2019 which is a required training for the grant. There being no questions, a motion was made by Julie Thoreson, seconded by Kaye Shillin to approve the travel as requested. Motion carried.

No overtime to report.

The upcoming meetings are scheduled for Monday, March 11, 2019 at 8:30 am and Monday, April 8, 2019 at 8:30 am.

Other items as authorized by law: None.

A motion was made by Julie Janicsek and seconded by Virginia Haske to adjourn the meeting. The meeting was adjourned at 9:42 am. The motion was carried.

Respectfully Submitted,

VETERANS SERVICE COMMITTEE MEETING

February 11, 2019

KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

Call to Order:

The meeting was called to order at 9:50 a.m. by Chairperson Mary Ellen Dobbins.

Roll Call:

Members present were Chairperson Mary Ellen Dobbins, Kaye Shillin, Kim Kroll, Virginia Haske and CVSO Jane Babcock. Linda Teske was excused.

Approval of Agenda:

A motion was made by Virginia Haske and seconded by Kim Kroll to approve the agenda. The motion carried.

Approval of Previous Month Meeting Minutes:

A motion was made by Virginia Haske and seconded by Kim Kroll to approve the January 14, 2019 minutes. The motion carried.

Department Operations:

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

CVSO Babcock stated her current retirement date is May 3, 2019. She is working on rewriting the job description to simplify it. She will have it done by the end of the week and hoping to have it posted as soon as possible. She hopes to have a 2 week training layover to transition claims work when the new CVSO is hired.

Travel Requests:

A mistake was noted on the agenda, Tara will not be attending the NACVSO Spring Conference, but the WISCVO Spring Conference in Racine from April 8-12, 2019.

A motion was made by Kaye Shillin and seconded by Kim Kroll to approve the travel request. The motion carried.

Overtime:

None

Such Other Matters as Authorized by Law:

CVSO Babcock informed the committee that there has been a total of \$1600 in donations to the Veterans Relief Fund from local veterans' organizations so far this year. A letter was sent to the organization requesting donations to supplement small balance that was left from last year.

Next Meeting Dates:

Next meetings are scheduled for March 11, 2019 and April 8, 2019 at 8:30 a.m. at Kewaunee County Public Health and Human Services Center.

Adjournment:

A motion to adjourn was made by Virginia Haske and seconded by Kim Kroll. The motion carried and the meeting adjourned at 10:04 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara LaCrosse".

Tara LaCrosse
Recording Secretary

Public minutes
Kewaunee County
Veterans Service Commission Minutes
4 February 2019

Meeting of the Commission called to order by Rick Philipps at 3:05 p.m. in Committee Room, upper floor, in the Kewaunee County Administration Building, 810 Lincoln Street. We are in compliance with the open meeting law.

Present: Rick Philipps, Dennis Langteau, and Nellie Debaker - Commission Members. Jane Babcock – Secretary.

Motion to accept Agenda as written, made by Dennis Langteau, seconded by Nellie Debaker - all in favor, motion carried.

Motion to accept Minutes of the 2 Oct 2017, made by Dennis Langteau, seconded by Nellie Debaker – all in favor, motion carried

Financial Report by CVSO / Secretary:

County Relief Balance as of 5 February 2019: \$3550.00

*Telephonic approval for an emergent request for \$450 in assistance for DayCare expenses given by Rick Philipps and Dennis Langteau on 1/12/2019

Donations Acct as of 5 February 2019: \$1658.31 (Includes recent donations.)

Donations since 3 December 2018 meeting: \$1500.00

End of year summary of VA financial awards reviewed.

Motion to accept report as given made by Dennis Langteau, seconded by Nellie Debaker – all in favor, motion carried

Public Input: No public present

Motion made by Nellie Debaker, seconded by Dennis Langteau, to go into closed session as per Wis Stat 19.85 (1) (f). The purpose of the meeting is to review the applications received in the prior month; interview applicants for financial aid, determine if the need requirement is met; deny or approve such application; and if approved, determine the amount of aid to be given to the applicant.

Motion status: All members indicated affirmative. Motion carried.

During closed session the Commission GRANTED assistance to the following applicant(s):

<u>Request</u>	<u>Purpose</u>	<u>Reason</u>	<u>Approved</u>
1. Chairman Rick Philipps signed the 1/12//2019 emergent request application.			

During closed session he Commission Denied or Tabled assistance to the following applicant(s):

<u>Request</u>	<u>Purpose</u>	<u>Reason</u>	<u>Denial/Tabled & Reason</u>
1. \$500.00 Rent	Behind on bills		Tabled for supporting documentation
2. Undetermined	Divorce, home sale, currently living with extended family		Tabled for supporting documentation

Discussion between Requestor and Commission Members lead to agreement to Table request(s), affirmed by all present..

Motion made by Dennis Langteau, seconded by Nellie Debaker, to return to Open Session, affirmed by all present, Motions carried.

Discussions held:

Next 3 Comm mtgs: 4 Mar 2019 / 1 Apr 2019 / 6 May 2019

Motion made by Dennis Langteau, seconded by Nelie Debaker, to Adjourn, affirmed by all present, Motions carried.

Meeting adjourned at 4:33 P.M.