

Minutes are provided for informational purposes only. The official record can be obtained from the County Clerk's office. All minutes are unofficial until approved.

Minutes are generally approved at the following meeting

Pierce County Board of Health Committee Minutes–Jan 28th, 2008

Present: Dr. Rich Purdy, Donna Miller, Ben Plunkett & Pamela Sans, Paul Barkla (via conf call)

Excused: Peter Carr, Bill Gilles, Ron Lockwood & Dr. David Woeste

Also Attending: Anita Solberg (Smoke Free Wisconsin); Tammy Kinkaid & Kathy Hass (Human Svcs); Caralynn Hodgson, Sue Galoff & Becky Johnson (Public Health)

Chairperson Dr. R. Purdy called the meeting to order at 5:35pm.

1. Review & approval of the minutes from November 26th, 2007 Board of Health meeting was postponed until the next meeting.
2. Anita Solberg, Western Wisconsin Organizer of Smoke Free Wisconsin gave a brief update on the proposed Breath Free statewide smoking ban. She provided cards to be distributed that suggested individuals to contact our Senators in support of the SB 150, a strong smoke-free workplace law for Wisconsin that includes restaurants and bars.
A. Solberg was dismissed.
3. Dr. R. Purdy, Board of Health Chairperson reported that the alcohol arrests are climbing in Pierce County. The extension office is holding a Community Forum and will be reviewing survey results which may include alcohol consumption, at the River Falls Library, on February 27th, at 6:30pm. Chairperson Dr. R. Purdy is interested in the Public Health department's potential for providing education on this topic. B. Plunkett mentioned he is concerned and feels that the UW-River Falls students have been pushed from moderate drinking in the dorms to off campus parties and unsafe back alleys.
4. C. Hodgson, Director/Health Officer reported on the following:
 - C. Hodgson questioned potential changes to the Food Pantry. K. Hass from Human Services stated that the Hunger Prevention Council has agreed to take over the managing of the day-to-day staff of volunteers for the Food Pantry. Kathy's office will still manage the rest including paying the rent for the building.
 - Community Health Partnership meeting will be held next week
 - Legislative Event will be held Feb 4th from 9-11am at the St. Croix County Health & Human Services. All BOH members are welcome to attend.
 - Public Health Nurse resignation was received. The position has been posted.
 - We will be completing the following State reviews in 2008: Birth to Three, WIC and 140 Review for PH. Other programs may also be reviewed.
 - C. Hodgson briefly made note of the Wisconsin County Health rankings that were included in the packets. It was suggested to review and see where Pierce County can improve for future.
 - C. Hodgson distributed all information and worksheets for Board members to complete and submit to C. Kephart on her upcoming evaluation at the February Board of Health meeting.

5. New Business

- A. K. Hass gave a brief discussion on partnership opportunities between Public Health department and new Aging Disabilities Resource Center (ADRC). The ADRC will open effective May 1st in the current Office on Aging Office. Hass stated that there will be

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grant opportunities available for Public Health prevention. There will be no Public Health people on staff in the ADRC due to budget constraints but if needed the center may contact Public Health for nursing duties. Hass also stated that the Community Health Partnership is interested in working with Pierce County Home Care Services but not for the actual Home Care Nursing or for any Public Health Nursing. There was some confusion on this comment which Hodgson will get clarified. The Self Directed Services individuals will be allowed to make their own choices. Medical Assistance reimbursement for administration was questioned and T. Kinkaid stated the allocation for administration was only for the Health & Human Services departments that are joined as one department but not for two individual departments.

- B. B. Plunkett/P. Sans moved to approve D. Miller & Dr. R. Purdy to represent Board of Health at the Senate Bill 150 Smoking Ban meeting; motion carried.

- C. D. Miller/P. Sans moved to approve the St. Croix Valley & Hugh J. Andersen 2007 carryover funds & their 2008 amended budgets as presented; motion carried.

- D. P. Sans/D. Miller moved to approve accepting the additional \$3,440 Emergency Preparedness funds and the budget breakout for Emergency Preparedness, Pandemic Influenza & Cities Readiness Initiative into three separate budgets as presented; motion carried.

- E. Future meeting date and time as follows:

- Monday, Feb 25th at 5:15pm in Conf Room C

6. D. Miller/P. Sans moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 6:25pm.

Pierce County Board of Health Committee Minutes–Feb 25th, 2008

Present: Ron Lockwood, Donna Miller, Ben Plunkett, Pamela Sans & Dr. David Woeste

Excused Absent: Peter Carr & Dr. Rich Purdy

Absent: Bill Gilles

Also Attending: Caralynn Hodgson, Sue Galoff & Becky Johnson (Public Health); 1 citizen member

Vice Chairperson Donna Miller called the meeting to order at 5:20pm.

1. Review & approval of the minutes from November 26th, 2007 Board of Health meeting.
R. Lockwood/P. Sans moved to approve minutes as presented; motion carried.
2. Review & approval of the minutes from the January 28th, 2008 Board of Health meeting.
P. Sans/B. Plunkett moved to approve the minutes as presented; motion carried.
3. No Chairperson's report.
4. C. Hodgson, Director/Health Officer reported on the following:
 - Continuing to work on the Community Needs Assessment. Held a Steering Committee meeting today Feb 25, 2008. Members include community representatives from local foundations, clinics, nursing homes, ministeriums, EMS, UWRF and Board of Health and is lead by Sue Galoff and Dianne Robinson. Next Steering Committee meeting to be held in April. Internal strategic assessment and plans are also moving forward.
 - Will need to work with Sheriff's department and/or River Falls Police department on Security Plans for our mass clinic sites. We are preparing for an assessment of our SNS/ Mass Clinic Plan in April as well as for an announced exercise drill that will occur some time in April as well.
 - Working on 140 Review which will occur sometime in the end of April or May
 - Multiple pregnancies in the agency, therefore, looking at staff coverage plans
 - Received grant award of \$9,964 from Hugh J. Andersen Foundation in support of our Dental Health Clinic. Lisa Raethke was commended for writing this successful grant.
 - Public Health Wisconsin Medicaid Cost Report funds of \$45,927.08 were inadvertently received last fall into a Human Services account, \$43,189.12 of which was for our Home Health Care program and the rest for Prenatal Care Coordination and Birth to Three programs. After much researching by Becky Johnson, these funds have successfully been transferred to the appropriate Public Health accounts. These funds, along with funds from Medicare that DiAnn Fuchs worked tirelessly in obtaining after Medicare didn't pay due to a problem with their software accepting our National Program Identification number, allowed us to end 2007 in the black for the Home Care Program.
5. Financial reports, vouchers and monthly workshops were reviewed.
6. New Business
 - A. S. Galoff gave a brief overview of the Tobacco Coalition Summit she recently attended in Madison. She distributed & discussed the 2007 Assembly Bill 834 regarding a statewide smoking ban. The bill has been referred to the Assembly Public Health Committee. A public hearing will be held on February 27th, 2008 in Madison. Local officials may give testimony in person or via email regarding their position on the bill. Sue distributed a list

of Assembly Public Health Committee members and their contact information. Several legislators throughout the state have changed their position due to receiving many calls from their constituents who support the statewide smoking ban. Sheila Harsdorf recently held a press conference to announce that she is now in support of the legislation. This legislative session ends March 13th, 2008. Local jurisdictions may want to continue to work on local ordinances if the statewide legislation is not enacted prior to the end of the session.

- B. C. Hodgson shared the updated Pierce County Public Health Mission, Vision & Values Statements. Dr. D. Woeste/P. Sans moved to approve as presented; motion carried.

Curt Kephart arrived.

- C. C. Hodgson explained the potential loss of our River Falls clinic site sometime in 2008 but mentioned that a formal notification has not yet been received from the City of River Falls. We have identified our space needs and Caralynn has made several initial contacts regarding a new site location. It would be ideal to have our Reproductive Health, WIC and Immunization program clinics all at one site in River Falls but if we have space limitations which only allow our Reproductive Health program at a new site then we would look at local churches for our WIC and Immunization program clinics. Board members gave Caralynn the go ahead to pursue a new River Falls clinic location and come back with options and costs at a future Board of Health meeting.

- D. C. Hodgson presented an updated resolution for revision of licensed establishment fee schedule. The swimming pool code change became effective February 1st, 2008 and the state is also changing their fee structure with the possibility of increased fees between 10%-100%, therefore, we need to increase our fees to cover this cost. Caralynn shared the recommended changes that Corporation Counsel, Brad Lawrence made in a phone conversation before the meeting. R.Lockwood/P.Sans moved to approve the resolution for revision of licensed establishment fee schedule with the recommended changes per corporation counsel; motion carried.

- E. No other business brought before the committee for discussion only.

- F. Future agenda items include:

- Relocation of River Falls clinic site

- G. Future meeting dates and times as follows:

- Monday, Mar 24th at 5:15pm in Conf Room C
- Monday, Apr 28th at 5:15pm in Conf Room C

- H. Motion by B. Plunkett/R. Lockwood to convene into closed session at 6:20pm pursuant to §19.85(1)(c) Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Performance evaluation of Public Health Director. Roll call vote and motion passed unanimously.

C. Hodgson, S. Galoff , B. Johnson and citizen member dismissed at 6:21pm.

- I. Motion by B. Plunkett/Dr. D. Woeste to return to open session at 6:28pm. Roll call vote and motion passed unanimously.

Motion by R. Lockwood/B. Plunkett to approve an Exceeds Standard rating for the Public Health Director's Performance Evaluation and recommends a step increase in pay to the next level within current grade effective March 1st, 2008. Motion passed unanimously.

Caralynn Hodgson is to identify goals for 2008-2009, consult with Curt Kephart via e-mail for wordsmithing and then bring goals forward to the March Board of Health meeting for approval by the Board of Health members. Curt will also share compiled comments from the evaluation with Caralynn and obtain signatures.

7. P. Sans/R. Lockwood moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 6:33pm.

Pierce County Board of Health Committee Minutes--March 24th

Present: Dr. Rich Purdy, Ron Lockwood, Dr. David Woeste, Bill Gilles, Donna Miller, Pamela Sans

Excused Absent: Peter Carr

Absent: Ben Plunkett

Also Attending: Caralynn Hodgson, Katie Bartko, Sue Galoff

Chairperson Dr. Rich Purdy called the meeting to order at 5:17 pm.

1. Review and approval of February 25th, 2008 meeting minutes. D. Woeste/D. Miller moved to approve minutes as presented; Dr. R. Purdy and B. Gilles abstained. Motion carried.
2. Presentation on Environmental Strategies to Prevent Underage Alcohol Use. Lori Zierl was unable to attend the meeting. The presentation will be rescheduled.
3. Dr. R. Purdy, Chairperson reported on the following:
 - He attended a community meeting of the River Falls Partnership for Youth regarding alcohol issues and the need to change the community culture. The findings may have implications for public health programs.
 - He attended a meeting in regards to the woodburning issue. Representatives from the Central Boiler company were in attendance and expressed interest in working on an ordinance. There are now one or two models that meet emission specifications.
4. C. Hodgson, Director/Health Officer reported on the following:
 - Four nurses will be interviewed on 3/27/08 for the PHN/Tobacco Coordinator position
 - A contract for inspections is being developed to continue licensing activities during a staff absence. An MOU with St. Croix and Dunn counties to cover complex human health hazard investigations and complaints is being updated.
 - The Mortuary Plan developed by the Pierce County Medical Examiner in collaboration with the department is nearing completion. A meeting to review the plan with the funeral directors is scheduled for 4/3/08. The Solid Waste Department will also assist in the plan by providing space to park mass casualty trailers if necessary.
 - The 2007 Annual Report was completed and submitted to Administration. A more comprehensive report will be developed and submitted to the Wisconsin Division of Health.
 - A pandemic influenza community meeting is scheduled for April 17, 2008 from 9-11:00am.
 - The Birth-to-3 program will be reviewed by state program officials tomorrow.
5. Financial reports, vouchers and monthly workshops were reviewed.
6. New Business
 - A. The discussion and planning on efforts to change alcohol and drug culture within community was tabled until the presentation can be rescheduled.
 - B. Dr. R. Purdy facilitated a discussion regarding efforts to increase physical activity in the community. Promotion of biking was suggested as a direction for the activities. It was noted that Pierce County passed a bike plan several years ago. K. Bartko briefly reviewed the past and current activities of the Healthy Eating Active Living (HEAL) Coalition. HEAL no longer has funding and is now a resource sharing group. Interest in revitalizing physical activities as things have been done in the past with the HEAL coalition was

expressed, however resources are needed for coordination of physical activity promotions. Dr. D. Woeste suggested the Kinnickinnic Health Foundation as a potential funding source. P. Sans reported on her wellness program coordination activities at work.

- C. R. Lockwood/Dr. D. Woeste moved to approve the updated mass clinic plan; motion carried.
 - D. P. Sans/D. Miller moved to convene into closed session pursuant to Sec. 19.85(1)(e) Wis. Stats. for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: for the purpose of discussing rental space negotiation. Motion carried with roll call vote: Sans yes, Miller yes, Lockwood yes, Purdy yes, Woeste yes, Gilles yes.
 - E. P. Sans/D. Miller moved to return to open session. Motion carried with a roll call vote: Sans yes, Miller yes, Lockwood yes, Purdy yes, Woeste yes, Gilles yes. No action taken.
 - F. P. Sans/D. Miller moved to convene into closed session pursuant to §19.85(1)(c) Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Establish and approve job goals for Public Health Director for 2008. Motion carried with roll call vote: Sans yes, Miller yes, Lockwood yes, Purdy yes, Woeste yes, Gilles yes.
 - G. P. Sans/D. Miller moved to return to open session. Motion carried with roll call vote: Sans yes, Miller yes, Lockwood yes, Purdy yes, Woeste yes, Gilles yes.

P. Sans/Dr. D. Woeste moved to approve 2008 job goals for Public Health Director as presented; motion carried.
 - H. No other business was brought before the committee for discussion only.
 - I. Future agenda items: County-wide smoking ban, alcohol presentation by Lori Zierl, discussion/planning on effort to change alcohol and drug culture within the community, and the annual report.
 - J. Future meeting dates and times:
April 28th, 2008 at 5:15pm.
7. R. Lockwood/D. Miller moved to adjourn the meeting; motion carried. The meeting was adjourned at 6:42 pm.

Pierce County Board of Health Committee Minutes—April 28th, 2008

Present: Dr. Rich Purdy, Donna Miller, Peter Carr, Bill Gilles, Greg Place, Jim Ross, Nikki Shonoiki & Dr. David Woeste

Also Attending: Bonnie Scheel, Sue Dzubay, Caralynn Hodgson, Sue Galoff & Becky Johnson

Vice Chairperson Donna Miller called the meeting to order at 5:15pm.

Round table of introductions took place.

1. Nominations for Board of Health Chairperson took place. Dr. Woeste/J. Ross nominated Dr. R. Purdy for Board of Health Chairperson. No other nominations were received. Motion carried. Dr. R. Purdy was elected as Board of Health Chairperson. Dr. R. Purdy took over chairing the meeting.
2. Nominations for Board of Health Vice Chairperson took place. Dr. Woeste/P. Carr nominated D. Miller for Board of Health Vice Chairperson. No other nominations were received. Motion carried. D. Miller was elected as Board of Health Vice Chairperson.
3. Review & approval of the minutes from the March 24th, 2008 Board of Health meeting. Dr. Woeste/D. Miller moved to approve the minutes as presented; motion carried with P. Carr, J. Ross, N. Shonoiki and G. Place abstaining.
4. B. Scheel gave a brief background on the River Falls Partnership for Youth. The following information was distributed and discussed:
 - Your House or Mine: Substance Abuse in our Town – River Falls Partnership for Youth
 - Underage Drinking in Wisconsin – The Facts
 - Wisconsin State Journal – Letter to the Editor

Scheel discussed the importance of building awareness in the community regarding underage drinking and utilizing an environmental strategy to reduce underage drinking. Dunn County and Eau Claire County have conducted alcohol compliance checks in their communities called Reality Check 21. Reality Check 21 is a collaborative effort in the state of Wisconsin to promote a universal logo that stands for reducing youth access to alcohol. To learn more about Reality Check 21 go to <http://www.realitycheck21.org>.

Scheel dismissed 5:57pm

5. Dr. R. Purdy, Chairperson, reports that he has attended some River Falls Partnership for Youth meetings and encourages other board members to attend, as well. Addressing underage drinking issues does cause additional time and staff for law enforcement which without a grant would probably not be feasible to accomplish.

Dr. R. Purdy will follow up with concerned citizen on her findings with the State of Wisconsin on past issues on outdoor woodburners.

6. C. Hodgson, Director/Health Officer reported on the following:
 - Welcome new and welcome back the past Board of Health members
 - Invite to WALHDAB meeting June 6th from 10am-2:30pm in Eau Claire. Any board members interested in attending, please notify Caralynn. Public Health department will cover the registration cost for anyone interested in attending.

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- Public Health Bookkeeper and Reproductive Health Nurse Practitioner resigned. Both positions are currently being advertised.
 - Public Health Nurse position still vacant, therefore, contracting with a Public Health Nurse to assist until this position is filled.
 - Environmental Health Specialist out on leave, therefore, contracting with another Environmental Health Specialist to continue with needed inspections. Also will utilize Memorandum of Understanding with St. Croix and Dunn Counties for assistance as needed.
 - Caralynn Hodgson passed around the Mass Clinic Plan review that took place on Monday, April 21st. Our score has significantly increased over our last review but we are awaiting the official final score. C. Hodgson mentioned that our agency will be working with both the Ellsworth and the River Falls police departments in the near future on this.
7. Financial reports, vouchers and monthly workshops were reviewed.
8. Old Business
- A. Dr. R. Purdy discussed how Healthy Eating and Active Living (HEAL) had a walking program in the past but he voiced interest in a bicycling program. He also mentioned, even though we are a healthy community overall, he voiced concern of the low amounts of fruits and vegetables our citizens consume. He will continue to attend HEAL meetings as needed.
9. New Business
- A. Dr. R. Purdy encouraged and authorized committee members to attend various community meetings and receive per diem and mileage. These meetings would include meetings such as legislative breakfasts, HEAL, Partnership for Youth, etc. These meetings will increase our education and networking.
- B. Sue Dzubay, Medical Examiner, presented the Pandemic Influenza Mortuary Planning Guidelines draft which included the following:
- Mortuary planning objectives
 - Nationwide and local 8 week period attack
 - Partners in planning
 - Pierce County partnership
- Discussion was held. P. Carr/D. Miller moved to approve the Pandemic Influenza Mortuary Planning Guidelines as presented and to move forward to other committees; motion carried.
- C. C. Hodgson reviewed the 2007 Public Health Annual Report. The board remarked on the large amount of work and programs that the Public Health department covers.
- D. Motion by P. Carr/Dr. D. Woeste to convene into closed session at 7:10pm pursuant to Sec. 19.85(1)(e) Wis. Stats. for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: for the

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purpose of discussing rental space negotiation. Roll call vote and motion passed unanimously. All staff was asked to remain present.

- E. Motion by B. Gilles/D. Miller to return to open session at 7:37pm. Roll call vote and motion passed unanimously.

P. Carr/D. Miller entertained a motion to authorize the Public Health Director, C. Hodgson and Board of Health Chairperson, Dr. R. Purdy to pursue and finalize the lease with Hughes Properties of River Falls LLC; motion carried. C. Hodgson thanked Public Health management team, S. Gustafson-Information Services and Al Huppert-Maintenance for all their extra efforts during this search process.

- F. No other business was brought before the committee for discussion only.

- G. Future agenda item includes an overview on Public Health Board role.

- H. Future meeting dates and times as follows:

- Monday, May 19th at 5pm in conference room C
- Monday, Jun 23rd at 5pm in conference room C
- Monday, Jul 28th at 5pm in conference room C
- Monday, Aug 25th at 5pm in conference room C
- Monday, Sep 22nd at 5pm in conference room C
- Monday, Oct 27th at 5pm in conference room C
- Monday, Nov 24th at 5pm in conference room C
- Monday, Dec 22nd at 5pm in conference room C

10. B. Gilles/J. Ross moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 7:45pm.

Pierce County Board of Health Committee Minutes–May 19th, 2008

Present: Dr. Rich Purdy, Donna Miller, Peter Carr, Jim Ross, & Dr. David Woeste

Excused Absent: Greg Place & Nikki Shonoiki

Absent: Bill Gilles

Also Attending: Caralynn Hodgson & Becky Johnson

Chairperson Dr. R. Purdy called the meeting to order at 5:07pm.

1. Review & approval of the minutes from the April 28th, 2008 Board of Health meeting. Miller/Ross moved to approve the minutes as presented; motion carried.
2. Dr. R. Purdy, Chairperson, reported that he attended a River Falls Partners in Youth meeting and he will continue to attend these meetings when his schedule permits.
3. C. Hodgson, Director/Health Officer reported on the following:
 - We are waiting to hear back from the state on some research being completed on an outdoor woodburner complaint.
 - The River Falls property lease is being negotiated and Corporation Counsel will review. Chairman Purdy and C. Hodgson will work together to finalize this process.
 - All staff are working extra and/or over hours due to being very short staffed. We have some vacant positions we are hoping to fill soon but unfortunately we also have several people out on personal leave. We are fortunate in that all staff are willing to go the extra mile to ensure that essential work gets done.
 - The new bookkeeper will start effective Wednesday, May 28th, 2008.
 - Distributed and reviewed the Food Distribution in Spring Valley demographic/statistics sheet.
4. Financial reports, vouchers and monthly workshops were reviewed.
5. New Business
 - A. C. Hodgson gave a powerpoint presentation and handout on the Role of the Board of Health in Pierce County including the following:
 - History of Public Health Successes
 - Top Ten Leading Causes of Death in 1900 & 2000
 - What is Public Health?
 - Pierce County Public Health Department Mission Statement
 - Three Core Functions of Public Health
 - 12 Essential Public Health Functions and the Wisconsin State Health Plan 2010.
 - WI Statutes & Administrative Laws That Govern Our Public Health Programs and roles of Board of Health members.
 - Pierce County Public Health Programs and Services
 - Public Health Staff & Resources
 - B. A brief discussion was held on salary compression. The nurses make a very low salary compared to the market. C. Hodgson was asked to research and collect data on nurse salaries in surrounding counties, local hospitals and local nursing homes including Goodhue County.

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C. Dr. Woeste asked about the data and public backing of a non-smoking referendum? Discussion was held and C. Hodgson will check with the County Clerk, as to the timeframe and feasibility of getting a question regarding non-smoking on the presidential ballot this fall.

J. Ross suggested C. Hodgson contact Susan Dzubay, Pierce County Coroner, to recommend changing some wording in the Pandemic Influenza Mortuary Planning Guidelines. He suggested that the site location of “Solid Waste” be changed to the “Clean Sweep Center”.

D. Future agenda items include the following:

- Discuss & take action on non-smoking referendum on the presidential ballot.
- Discussion on healthy life styles.
- Discussion on salary compression.

E. Future meeting dates and times as follows:

- Monday, Jun 23rd at 5pm in conference room C
- Monday, Jul 28th at 5pm in conference room C
- Monday, Aug 25th at 5pm in conference room C
- Monday, Sep 22nd at 5pm in conference room C
- Monday, Oct 27th at 5pm in conference room C
- Monday, Nov 24th at 5pm in conference room C
- Monday, Dec 22nd at 5pm in conference room C

6. D. Miller/P. Carr moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 6:52pm.

Pierce County Board of Health Committee Minutes–Jun 23rd, 2008

Present: Dr. Rich Purdy, Bill Gilles, Greg Place, Jim Ross, Nikki Shonoiki & Dr. David Woeste

Excused Absent: Donna Miller & Peter Carr

Also Attending: Felicia Wilson-Sather, Katie Bartko, Dorothy Beix, Carmen Bertelsen, Sue Galoff & Becky Johnson

J. Ross/Dr. D. Woeste appointed B. Gilles as acting Chairperson until Dr. R. Purdy arrived.

Acting Chairperson B. Gilles called the meeting to order at 5:07pm.

1. Review & approval of the minutes from the May 19th, 2008 Board of Health meeting. Dr. D. Woeste/J. Ross moved to approve the minutes as presented; motion carried.

2. Felicia Wilson-Sather, Coordinator-Hunger Prevention Council of Pierce County, Inc. gave a presentation on the following:

- Hunger issues/concerns in Pierce County

Dr. R. Purdy arrived 5:10pm and took over as Chairperson.

- Food distribution project coordinated with 2nd Harvest Food
- Distributed the Hunger Prevention Council of Pierce County Calendar of Events and the Food Resource Directory to all members present
- Ellsworth Farmers Market
- Gift Box Program
- County Food Pantry
- Venison Distribution

3. Dr. R. Purdy, Chairperson, reported on the following:

- Recently attended the Western WI WALHDAB meeting
- Felt there is a need for more local food movement

4. S. Galoff, Assistant Director/Health Officer reported on the following:

- River Falls office move is completed. This move took a tremendous amount of hard work. A thank you to Al Huppert and staff, Recycling Center staff, Steve Gustafson and IT staff, and a huge kudos to the Reproductive Health staff for all their work in this move. We will have signage for the building in the near future.
- Nugget Lake park cabin status reviewed
- Community Needs Assessment meeting held today. Thank you to Dianne H-Robinson & Lisa Raethke for coordinating this meeting.
- \$1,000 donation received from the Kinnickinnic Foundation for our Sharps program

5. Financial reports, vouchers and monthly workshops were reviewed.

6. New Business

A. Dorothy Beix explained that we have three objectives to obtain smoke-free worksites in Ellsworth. She provided background information and educational material including “Key Criteria for Moving Ahead with an Ordinance Campaign” and “Lobbying vs. Education Fact Sheet”. Discussion was held and suggestions were given of possible

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individuals in the community to speak to support smoke-free worksites in Ellsworth.

- B. Katie Bartko discussed the Official International Walk to School in the USA Proclamation. Dr. D. Woeste/J. Ross moved to approve the proclamation as presented; motion carried.
- C. B. Gilles/G. Place moved to recommend to County Board Chairperson the reappointment of Dr. David Woeste as a member of the Board of Health; motion carried.
- D. No other business was brought before the board for discussion only.
- E. Future agenda item:
 - Presentation on research of multiple immunizations as related to autism
- F. Future meeting dates and times as follows:
 - Monday, Jul 28th at 5pm in conference room C
 - Monday, Aug 25th at 5pm in conference room C
 - Monday, Sep 22nd at 5pm in conference room C
 - Monday, Oct 27th at 5pm in conference room C
 - Monday, Nov 24th at 5pm in conference room C
 - Monday, Dec 22nd at 5pm in conference room C
- 7. G. Place/B. Gilles moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 6:23pm.

Pierce County Board of Health Committee Minutes–July 28th, 2008

Present: Dr. Rich Purdy, Donna Miller, Bill Gilles, Greg Place, Jim Ross, Nikki Shonoiki

Excused Absent: Peter Carr & Dr. David Woeste

Also Attending: Staff (Katie Bartko, Sue Galoff & Becky Johnson), County Board Member (Ben Plunkett) & 1 citizen member

Chairperson Dr. Rich Purdy called the meeting to order at 5:00pm.

1. Review & approval of the minutes from the Jun 23rd, 2008 Board of Health meeting. Ross/Gilles moved to approve the minutes as presented; motion carried.
2. Katie Bartko, Pierce County WIC Director, provided board members with a program brochure and also distributed a brochure detailing the WIC Approved Foods. K. Bartko gave a presentation on the following:
 - What is WIC
 - Who qualifies for WIC
 - What are the benefits of WIC
 - Health benefits to the community at large
 - What do WIC checks buy
 - What happens at WIC clinics
 - Pierce County WIC
 - Changes coming to the WIC program in the future
3. Dr. R. Purdy, Chairperson, reported on the following:
 - Attended and updated on WALHDAB meeting he attended last week.
 - Distributed Eau Claire County Resolution on Supporting Adoption of the Healthy Wisconsin Plan for all to review and discussion will be held at the next meeting.
 - Noted he received a phone call from the River Falls office landlord regarding a plumbing issue. Plumbing issue has been taken care of.
 - Dr. R. Purdy and D. Miller visited our new River Falls office site. Dr. R. Purdy provided Caralynn Hodgson and Sue Galoff with their office concerns.
 - Expressed concern about the possibility of disruption of the food supply during a pandemic of influenza. There is a need to establish a connection with local food producers. There are grants that we could apply for to address this planning need.
4. S. Galoff, Assistant Director/Health Officer reported on the following:
 - Sue announced that we have had several people out on leave for various reasons but we are now back to a full staff.
 - Community Needs Assessment survey has been completed and a community meeting will be held in the near future.
 - We are partnering with Office on Aging in a fall prevention research project through the Injury Research Center at the Medical College of Wisconsin. Unfortunately, Pierce County will only be a part of the control group. We will receive evidence-based injury prevention information three times during the study.

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- Emergency Nuclear Drill was held in Elmwood this past Monday evening. FEMA evaluators provided very positive feedback on our excellent teamwork.
 - Approached by KinnicHealth Foundation regarding possible funding for our dental project from the proceeds of their barn dance. A proposal of how funds would be utilized will be submitted to KinnicHealth Foundation in the near future.
5. Financial reports, vouchers and monthly workshops were reviewed.
6. Unfinished Business
- A. S. Galoff gave a brief review of the Village Board Tobacco Control assessment results. Community volunteers assessed five of the Ellsworth Village Board Members to determine the level of support and readiness for a comprehensive smoke free workplace ordinance for the village. A core group meeting will be held at noon on Thursday and all board members are welcome to attend.
- B. Review of County Smoke-Free Grounds Ordinance will be on a future Board of Health agenda. This ordinance is currently being reviewed by Corporation Counsel.
- C. Dr. R. Purdy asked board members if the board wants to take additional action and go ahead with an Outdoor Woodburner Ordinance or if action should be taken to stop and do not take further action on this ordinance. Discussion was held. A citizen member voiced concern and hope of some sort of ordinance from the county. Board members questioned if an ordinance is passed who will enforce it? A suggestion by Gilles to advertise what type of wood burning unit meets specifications and to also note to the public that there may be an Outdoor Woodburner Ordinance in the future. It was decided that before we take any action we need to discuss with Land Management as they would be a part of the plan. Dr. R. Purdy will discuss this with Land Management Chairperson and report back to Board of Health.
7. New Business
- A. B. Johnson explained the additional funding received for three separate programs and also provided amended budgets with the breakdown of how the funds will be spent. Miller/Ross moved to approve the Women, Infant & Children (WIC), Consolidated Contract & Tobacco Free Coalition amended 2008 budgets as presented; motion carried.
- B. A discussion was held on our new Reproductive Health Program office site. County board member, Ben Plunkett, had several concerns with the new location. S. Galoff distributed a work in progress spreadsheet of some maintenance needs that are currently being worked on. It was mentioned that some of the maintenance items are the landlord's responsibility. G. Place mentioned that we have not been in this location very long and that we need to give it some time for these updates to be completed. Galoff invited all board members to visit the new office site and provide C. Hodgson or S. Galoff with any concerns or issues they may have.

Pierce County Board of Health Committee Minutes–Jul 28th, 2008 (con't)

C. No other business was brought before the board for discussion only.

D. Future agenda items:

- Supporting Adoption of the Healthy Wisconsin Plan Ordinance
- Presentation on research of multiple immunizations as related to autism
- Reproductive Health Program

E. Future meeting dates and times as follows:

- Monday, Aug 25th at 5pm in conference room C
- Monday, Sep 22nd at 5pm in conference room C
- Monday, Oct 27th at 5pm in conference room C
- Monday, Nov 24th at 5pm in conference room C
- Monday, Dec 22nd at 5pm in conference room C

8. Place/Gilles moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 6:57pm.

Pierce County Board of Health Committee Minutes–August 25th, 2008

Present: Dr. Rich Purdy, Peter Carr, Bill Gilles, Jim Ross & Nikki Shonoiki

Excused Absent: Donna Miller, Greg Place & Dr. David Woeste

Also Attending: Staff (Caralynn Hodgson, Dianne H-Robinson, Carmen Bertelsen & Becky Johnson)

Chairperson Dr. Rich Purdy called the meeting to order at 5:00pm.

1. Review & approval of the minutes from the July 28th, 2008 Board of Health meeting.
J. Ross/N. Shonoiki moved to approve the minutes as presented; motion carried.
2. Dianne H-Robinson & Carmen Bertelsen gave a presentation and answered numerous questions on Vaccines & Autism including the following:

- What is autism?
- Prevalence of autism
- Possible causes of autism & the rising numbers
- Do immunizations overwhelm the immune system?
- Is thimerosal the problem?
- Ongoing safety monitoring
- Parents' perspectives
- Thimerosal's legacy
- Present statistics – national & state level
- Public Health perspective

Dianne & Carmen were dismissed at 5:30pm.

3. Dr. R. Purdy, Chairperson, reported that there are two outdoor wood burners, that can be purchased in Ellsworth, that meet the EPA standards and there are now seven on the market that meet the EPA standards.
4. C. Hodgson, Director/Health Officer reported on the following:
 - Emergency Nuclear drill was held in Elmwood in mid-July. FEMA evaluators commended the Public Health staff for their excellent work.
 - Currently working on a contract with Community Health Partnership
 - Currently have 2 students: 1 working with Birth to Three and 1 working with WIC
 - Very busy working on the 2009 budget
5. Financial reports, vouchers and monthly workshops were reviewed. Caralynn mentioned that she questioned LarsonAllen LLP on the backup detail, hours worked and how the LarsonAllen LLP invoice amount was derived for the completion of our Medicare Cost Report. She will be checking with others to see if we are comparable to others using their service.
6. The Outdoor Woodburner Ordinance was tabled for a future meeting.

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7. A discussion was held on our new Reproductive Health Program office site. J. Ross had taken time to visit the new location and suggested that we make sure that once it starts getting darker earlier in the evening that the back outside light works well. He also questioned the possibility of an elevator chair for the stairs and commented that the bathroom carpet should be removed. J. Ross complimented the River Falls staff for taking time out of their busy schedule to show him around the office and answer questions that he had.

C. Hodgson mentioned that she is currently working on the UW-River Falls student health contract and in that she has asked for an increase in the amount the university pays for our River Falls office rent.

The River Falls office landlord had contacted Caralynn about the possibility of additional office space including an additional office and closet. It was a consensus from the board members that Caralynn could move forward with pursuing the utilization of this additional office space.

8. Dr. R. Purdy brought forth the Healthy Wisconsin Plan Ordinance from Eau Claire County for everyone's thoughts. He stated that this has an emphasis on prevention and would do away with administration. We would need to update for our county if we are interested. Board members asked for more time to research and then to bring forth again at next months meeting for discussion.
9. C. Hodgson provided Home Care rate recommendations from our county auditors LarsonAllen LLP analysis. J. Ross voiced concern, with the economy as it is today, that we should hold our rates as is for one more year. It was decided that we would revisit the Home Care rates in six months. No action taken for lack of motion.
10. C. Hodgson presented the 2009 Public Health budget and reviewed the summarized comparison of revenue sources. She provided a handout of General Public Health fund county tax dollars from 1996 to current showing the county tax dollar amounts that the Public Health department did not utilize throughout the years and therefore, gave back throughout the years for the county to use elsewhere. Hodgson also distributed a spreadsheet showing extra grants along with the corresponding funds that were obtained over the past several years. The staff was commended for the extra grants they obtain throughout the year.

P. Carr voiced concern, due to the fact that we are utilizing carryover funds from previous years to cover the department salary and benefit increases and he would like the Finance & Personnel committee to be aware of this issue. P. Carr/J. Ross moved to approve the budget as submitted but recognizing the need to utilize carryover funds to cover personnel expenses in 2009; therefore, in the 2010 budget, there will be 2 salary and benefit increases to cover; those of both 2009 and 2010 so the Board of Health recognizes we will be in need of additional tax levy to cover our operating and personnel expenses previously covered by carryover fund dollars for the 2010 budget cycle; motion carried.

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11. No business brought before the board for discussion only.
12. Future agenda item:
 - Healthy WI Plan Ordinance
13. Future meeting dates and times as follows:
 - Monday, Sep 22nd at 5pm in conference room C
 - Monday, Oct 27th at 5pm in conference room C
 - Monday, Nov 24th at 5pm in conference room C
 - Monday, Dec 22nd at 5pm in conference room C
14. B. Gilles/J. Ross moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 6:55pm.

Pierce County Board of Health Committee Minutes–September 22nd, 2008

Present: Dr. Rich Purdy, Bill Gilles, Greg Place, Jim Ross, Nikki Shonoiki & Dr. David Woeste

Excused Absent: Donna Miller, Peter Carr,

Also Attending: Staff (Caralynn Hodgson, Judy Ortwerth & Sue Galoff)

Chairperson Dr. Rich Purdy called the meeting to order at 5:02 pm.

1. Review & approval of the minutes from the August 25th, 2008 Board of Health meeting. J. Ross/N. Shonoiki moved to approve the minutes as presented; motion carried.
2. J. Ortwerth gave a presentation on Jail nursing including the following:
 - Health services & continuity of care for inmates with significant chronic health issues
 - Financial, space, and safety issues related to the jail health program
 - Quality Improvement initiatives for jail health records
 - Requirement to classify inmates
 - Alcohol/drug withdrawal issues
 - Commended jail staff and Human Services mental health providers for excellent collaboration to address mental health issues and prevent suicides

Judy Ortwerth was dismissed at 5:30 pm.

3. Dr. R. Purdy, Chairperson, commended Dr. Shaw for caring for the dental needs of jail inmates. He reported that the land management committee has been contacted regarding a joint meeting to discuss the outdoor wood burner ordinance, but no date has been set for a meeting.
4. C. Hodgson, Director/Health Officer reported on the following:
 - The state Home Care survey is in progress.
 - McBee & Associates reviewed the Home Care Program billing and found that it was done accurately and no opportunities to capture further revenue were identified.
 - An article regarding our Reproductive Health Program office in River Falls appeared in the Pierce County Herald and the River Falls Journal last week.
 - The budget meeting with the County Board Chair and Finance Director went smoothly. The message from the Board of Health regarding the need for additional tax levy when reserve funds are expended was emphasized.
 - October 1st, 2008 at 4pm the Finance Committee will review budgets for the largest four departments which includes Public Health.
5. Financial reports, vouchers and monthly workshops were reviewed.
6. C. Hodgson presented the Wisconsin Public Health Council funding proposal and sample letter to Secretary Timberlake in support of increased state financing of governmental Public Health. Motion by Dr. D. Woeste/N. Shonoiki to approve sending the letter with Pierce County statistics inserted to Secretary Timberlake. Motion carried. J. Ross opposed.

Pierce County Board of Health Committee Minutes–September 22nd, 2008 (con't)

7. S. Galoff presented the results of the Pierce County Community Needs Assessment. Presentations will be made to community organizations over the next several months to gain input for the plan. UWEC student nurses are researching evidence-based prevention strategies to address the identified priorities. A community meeting to formulate an action plan will be held in early December. The following health priorities have been identified:
 - Access to Care: including mental health services, dental care, and medical care
 - Overweight & Obesity: related to lack of physical activity and low fruit and vegetable intake
 - Alcohol Issues: including underage drinking and binge drinking
8. Dr. R. Purdy reviewed the Healthy Wisconsin Plan and a sample ordinance from Eau Claire County. Savings is anticipated from the prevention emphasis and decreased administrative costs. Dr. D. Woeste/B. Gilles moved to draft a similar resolution and review at the next Board of Health meeting then forward to the County board for approval; motion carried.
9. C. Hodgson informed members about changes in state tobacco and cities readiness initiative (CRI) grants. The tobacco program will be restructuring the local coalitions and we will be receiving additional funds in 2009. The state restructuring plan will phase-in during 2009 when we will likely partner with Pepin and Buffalo counties in addition to our current joint coalition with St. Croix County. The state will move to multijurisdictional coalitions with one lead agency receiving funding in 2010.

We will receive an additional \$9000 for cities readiness initiative activities from August 2008-August 2009. These activities will include attending meetings in the Twin Cities and conducting joint preparedness exercises.
10. No other business was brought before the board for discussion only.
11. Future agenda items
 - Healthy Wisconsin Plan
12. Future meeting dates and times as follows:
 - Monday, Oct 27th at 5pm in conference room C
 - Monday, Nov 24th at 5pm in conference room C (Dr. Purdy may be absent)
 - Monday, Dec 22nd at 5pm in conference room C
13. G. Place/N. Shonoiki moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 7:03 pm.

Pierce County Board of Health Committee Minutes–October 27th, 2008

Present: Donna Miller, Peter Carr, Bill Gilles, Greg Place, Jim Ross & Nikki Shonoiki

Excused Absent: Dr. Rich Purdy & Dr. David Woeste

Also Attending: Staff (Caralynn Hodgson, Lisa Raethke & Becky Johnson)

Vice Chairperson Donna Miller called the meeting to order at 4:58pm.

1. Review & approval of the minutes from the September 22nd, 2008 Board of Health meeting. J. Ross/G. Place moved to approve the minutes as presented; motion carried.
2. L. Raethke gave an overview of our Dental program explaining services we are currently providing and our future service plans. Staff were trained in the year 2004 to provide fluoride varnish at WIC clinics and we also started our on-site dental clinic in the Ellsworth office October 2004 for Pierce County residents ages 2 years – 18 years of age. In February 2007 we began some restorative care but we still need to refer some restorative care out to other dentists. We have received numerous gifts and grants to support our dental services. Grants have been received from Hugh J. Andersen Foundation, St. Croix Valley Foundation and Kinnickinnic Valley Health Foundation. These grants have assisted in supporting the program along with the purchase of x-ray equipment and expanding our services including low income pregnant women on our current caseloads and additional school sealant clinics. L. Raethke commended both our dentist, Dr. Barb Tashjian and our hygienist, Jennie Borst for their excellent work. Caralynn informed the Board that L. Raethke's passion for this program helped to get it started as well as keep it alive all these years.
3. Vice Chairperson made note of the response letter from Secretary Timberlake.
4. C. Hodgson, Director/Health Officer reported on the following:
 - Distributed an invitation to the next Legislative Event Meeting schedule for Monday, February 9th, 2009 from 9am-11am at the St. Croix County DHHS Board Room.
 - Caralynn confirmed that Board of Health members were receiving the State Board of Health Update but members questioned if they could receive the update via email instead of U.S. Mail. C. Hodgson will check on this.
 - Flu shot clinic times and locations were distributed and all Board of Health members were invited to attend a clinic to receive their flu shot. Pierce-Pepin Cooperative gave our department a generous donation to thank us for providing flu shots to the public at their customer appreciation pancake breakfast earlier this month.
 - Continuing to work on the State contract objectives and funds.
 - UW-River Falls Immunization and Reproductive Health contracts are complete.
 - State Home Care survey was completed. Out of a possible 400 plus citations we received 2 citations. Caralynn gave kudos to her staff!
 - C. Hodgson is meeting with Cities Readiness Initiative (CRI) Minnesota partners in the entire Metropolitan Statistical Area (MSA) to plan a MSA wide preparedness exercise by June, 2009 to meet objectives in our CRI grant from the CDC.

Pierce County Board of Health Committee Minutes–October 27th, 2008 (con't)

- Reported that Finance & Personnel committee approved giving Public Health an additional \$10,000 of county tax funds in their 2009 budget.
5. Financial reports, vouchers and monthly workshops were reviewed.
 6. C. Hodgson made note of the invitation and encouraged a Board of Health member to fill the vacant term for the Western Region board representative on WALHDAB. They could try it out until June of 2009 and decide to continue or not at that time, since it is to fill a vacant term only. Caralynn informed the group that she has put her name on the ballot for a western regional alternate health officer representative for this group and will know next month if she is elected by the local WALHDAB group.
 7. C. Hodgson distributed a letter and statistics sheet on the Public Health Plum City and Elmwood office sites along with a request to increase the Plum City office rent. The Plum City office landlord has requested a rent increase as the rent has not been increased since 1998. Usage and client statistics show that our Plum City office is utilized more than our Elmwood office. It was also noted that the town of Elmwood has a medical clinic as the town of Plum City does not. J. Ross questioned the concern of the Plum City office building up for sale. Staff member commented that it has been for sale for a couple years. C. Hodgson stated that we will find a new location to hold our Elmwood WIC and Immunization clinics if we discontinue services at our Elmwood office. J. Ross/P. Carr moved to approve the increase in the Plum City rent and to sign a new lease which would include verbiage that if the building is sold that our lease would remain with the new building owners. With this Plum City office rent increase, we will give our notice to close the Elmwood office site contingent upon first finding a new location for our Elmwood WIC and Immunization clinics; motion carried.
 8. No other business was brought before the board for discussion only.
 9. Future agenda items
 - Kathleen Vinehout presentation on Wisconsin Universal Health Insurance
 10. Future meeting dates and times as follows:
 - Monday, Nov 24th at 5pm in conference room C
 - Monday, Dec 22nd at 5pm in conference room C
 11. G. Place/B. Gilles moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 5:47pm.

Pierce County Board of Health Committee Minutes–December 22nd, 2008

Present: Donna Miller, Greg Place, Jim Ross, Dr. Rich Purdy-via phone, Dr. David Woeste

Excused Absent: Peter Carr, Bill Gilles & Nikki Shonoiki

Also Attending: Staff (Caralynn Hodgson & Becky Johnson)

Vice Chairperson Donna Miller called the meeting to order at 5:15pm.

1. Review of October 27th, 2008 Board of Health meeting minutes. Minutes were updated as follows: Under #4, the third bullet, the last sentence was rewritten to read Pierce-Pepin Cooperative gave our department a generous donation to thank us for providing flu shots to the public at their customer appreciation pancake breakfast earlier this month. J. Ross/G. Place moved to approve the minutes as amended; motion carried.
2. Board of Health Chairperson's report: None
3. C. Hodgson, Director/Health Officer reported on the following:
 - Public Health Nurse recently completed the 5 day lead assessor training. We currently have two employees in our agency that are Lead Hazard Investigators.
 - Handout-Preparedness Report. C. Hodgson made note that Wisconsin earned a perfect score on the latest National Preparedness Report. She also noted that everything that we do locally ties in to what the state is doing. J. Ross suggested that a press release be submitted to the local newspaper including some of the report information.
 - Provided each board member with the handout and brief review of the 2008 Wisconsin County Health Rankings.
4. Financial reports, vouchers and monthly workshops were reviewed.
5. B. Johnson reviewed the Child Passenger Safety Car Seat grant funds and budget. Dr. D. Woeste/J. Ross moved to accept the Child Passenger Safety Car Seat grant funds of \$3,600 and the attached budget; motion carried.
6. C. Hodgson distributed and reviewed a letter received from Glenn Nelson regarding the rental of the Elmwood office building. Discussion was held. Board decided to remain with their previous decision to close the Elmwood office site.
7. J. Ross attended an Extension Services meeting on Energy Savings in which fluorescent light bulbs were discussed. He questioned the Board of Health regarding the amount of mercury in fluorescent screw-in light bulbs and wondered if this is a health issue. It was discussed that there are recycling programs for these types of bulbs. It was suggested that Steve Melstrom, Administrator Solid Waste, be contacted to provide us with more information.

Pierce County Board of Health Committee Minutes–December 22nd, 2008 (con't)

8. Future agenda items:
 - Kathleen Vinehout presentation on Wisconsin Universal Health Insurance
 - Steve Melstrom - Mercury in Fluorescent Light Bulbs
9. Future meeting dates and times as follows:
 - Monday, Jan 26th 5pm in conference room C
 - Monday, Feb 23rd at 5pm in conference room C
 - Monday, Mar 23rd at 5pm in conference room C
 - Monday, Apr 27th at 5pm in conference room C
10. Motion by D.Woeste/C. Hodgson to convene to the Home Care Advisory meeting at 5:53pm; motion carried.
11. Motion by J. Ross/Dr. D. Woeste to adjourn Home Care Advisory meeting and return to the Board of Health meeting at 6:27pm; motion carried.
12. Dr. D. Woeste/G. Place moved to adjourn Board of Health meeting; motion carried. Meeting adjourned at 6:28pm.