

**BOARD OF HEALTH MEETING  
LAFAYETTE COUNTY HEALTH DEPARTMENT  
June 20, 2016 @ 1:30 pm**

**PRESENT:**    **Bob Boyle**                      **Carol Korn**                      **David Hammer**                      **Tony Ruesga**  
                  **Lois Finnigan**                      **Val Steiner**                      **Danielle Steger**                      **Lisa Wolfe**  
                  **Kari Liddicoat**                      **Lee Gill**                              **Annie Timmerman**

Meeting called to order by chair, Boyle 1:30 p.m.

Kari Liddicoat verified the agenda was posted at the Courthouse, City Municipal Building, Health Department, Hospital, County website and e-mailed to the press.

Boyle suggested moving #8 Agency Updates after #4 on the agenda so Val could leave for her HR meeting. Motion made by Korn, 2<sup>nd</sup> by Ruesga to approve the agenda. Motion carried.

Motion made by Hammer to approve the minutes from the May 23<sup>rd</sup> Board of Health meeting, 2<sup>nd</sup> by Ruesga. Motion carried.

**ALL AGENCY UPDATES:**

1. **Appointment & Compensation of Day-to-Day Management Responsibilities in Public Health During Recruitment of Health Director/Health Officer – discussion & possible action**

Val spoke of a couple options for the appointment of day-to-day management responsibilities in Public Health during the recruitment of a new Health Director/Officer. Option one was to have one person take on all of the responsibilities plus their own daily responsibilities. Option two was to split up the responsibilities. Ultimately it was decided that since all responsibilities have already been split amongst the remaining employees that all would receive a temporary wage increase. This has been past practice within the county when looking for Director positions.

Motion made by Korn to split up the day-to-day management responsibilities of Public Health during the recruitment of the Health Director/Officer at a temporary rate of \$1.50/hour, with the wage increase ending one month after the date of hire of new Health Director/Officer. 2<sup>nd</sup> by Ruesga. Motion carried.

2. **Title & Salary Realignment**

No discussion or action at this time.

**FINANCIAL REPORTS:**

***Review of Financials***

The May monthly financial report was reviewed.

***Approval of Invoices***

Invoice numbers 83-111 from May 2016 were reviewed and discussed. A motion was made by Finnigan to approve the invoices, 2<sup>nd</sup> by Hammer. Motion Carried.

### ***OT Accrual***

Overtime reports for the last 2 payrolls were presented to the board. The 2 payrolls yielded 12.75 hours of compensation and 22 hours of overtime accrued.

## **PUBLIC HEALTH (PH) PROGRAM REPORT/UPDATES:**

1. **PH Monthly Activity Report: May 2016**  
Overview given to BOH of current investigations in progress.
2. **Zika Virus: Southern County Sampling; & LaCrosse Co HD Contract: update**  
We have 10 kits ordered with Troy and we have Edgewood students that will be helping us disperse them throughout the county. Also, LaCrosse Health Department will be coming down and spraying for mosquitos in the near future.
3. **EAP (Employee Assistance Program) – informational only**  
Lee spoke of her concerns that Lafayette County no longer has employee assistant programs. The board felt this should have some consideration and be looked into, but felt it would be best if dealt with the new Director.
4. **Lafayette County EMT's & Firemen – Hep B vaccine & TB (mantoux) skin testing – informational only**  
The idea was brought up that in the past when someone volunteered for a community organization and vaccines were required that the county had a specific line item in the budget to cover those vaccine costs for those whom chose to volunteer their time. As of now the volunteers have to cover those costs themselves or the organization must cover the cost. This was just brought up as a talking point.
5. **Programs & Partnerships**
  - a. **WI DHS: Adult Immunization Grant Contract Update**  
This grant is to help people understand if the Prevnar 13 and Pneumo 23 are the right vaccines for them. We also have the
  - b. **Communicable Disease Surveillance**  
Overview given to BOH of current investigations in progress.

## **HOME HEALTH (HH) PROGRAM REPORT/UPDATES:**

1. **HH Reports:**
  - a. **Aging by Payer 360 Summary: last 3 months spreadsheet**  
As of May 31st, there is \$88,247.00 that has been billed within the last 360 days and is still pending.
  - b. **Average Daily Census Report & Visit Type Report: May 2016**  
Average daily census was 19 clients and 6 payor sources were identified.
  - c. **Total Therapy Visits by Month vs. Total HH Threshold proposal**  
Presented and Reviewed. For the Month of May 2016 there were 11 total therapy visits.
2. **Update on status of closure & transitioning of patients**  
Currently the HC staff is working on getting our current clients into other facilities. Also, Pepin County is sharing info with us to help the transition of closing Home Care.

- 3. Replacement of Danielle's computer and IT equipment present & future**  
Motion made by Hammer to replace Danielle's computer with the \$744.13 quote and to have the funding from the Home Care Expenditures. 2<sup>nd</sup> by Korn. Motion carried.

**ALL AGENCY UPDATES:**

- 3. Maintenance Hours – Informational only**  
Annie asked about the maintenance and cleaning issues for our building. The board requested to be put on the B & I agenda for their next meeting.

**The next Board of Health Meeting will be  
Tuesday, July 12<sup>th</sup> @ 1:30 pm**

**Motion made by Hammer, second by Korn to adjourn the meeting at 3:25 pm. Motion carried.**

**Respectfully submitted,**

**Kari Liddicoat, Administrative Deputy**

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**Bob Boyle, Chairman**

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**Carol Korn**

**Kristie Lueck**

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**Tony Ruesga**

**Lois Finnigan**

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**David Hammer**

**Chris Fortin**

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