

# **GREEN LAKE COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES**

## **HEALTH & HUMAN SERVICES**

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THE FOLLOWING ARE THE OPEN MINUTES OF THE HEALTH & HUMAN SERVICES HEALTH ADVISORY COMMITTEE HELD AT THE GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI ON WEDNESDAY, JULY 13, 2016 AT 8:00 A.M.

**MEMBERS PRESENT:** Kathy Munsey, Jeanne Lyke, Pat Brandstetter, Harley Reabe, Jean Kessler, Tammy Bending, Katherine Vergos

**ALSO PRESENT:** Karen Davis, Linda Van Ness, Allison Haase

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

The Pledge of Allegiance was recited.

Call to Order: Lyke called the meeting to order at 8:03 a.m.

Approval of Agenda: Motion/Second (Brandstetter/Kessler) to approve the amended agenda with the date of the next meeting, October 12, 2016. All ayes. Motion carried.

Approval of Minutes: Motion/second (Brandstetter/Kessler) made a motion to approve the amended minutes of the April 13, 2016 meeting to omit the second Tammy Bending name as excused. All ayes. Motion carried.

Introductions – New Committee Member: Introductions were made.

Appearances: Summer Interns, Makiko Thomas Omori and Allison Haase: Allison Haase introduced herself to Committee members and explained her internship. Haase also explained the different projects she has been helping with in the Health Unit. The other intern completed her term last Friday but had been helping with the Community Health Assessment.

Public Comment (3 minutes): None.

Board of Health Job Description and Responsibilities Review: Munsey gave an in-service on the Responsibilities of Board Members for Committee members. An annual board performance evaluation form was also presented. (See attached.) Discussion followed.

Quarterly Report on Health Unit Activities: Munsey reported regarding quarterly Health Unit Activities.

Munsey updated Committee members that the Health Unit staff help in the Behavioral Health Unit when the Psychiatric Nurse is unavailable.

Munsey updated Committee members that the Tri-County Environmental health position is vacant again and the position is being advertised to be filled.

Munsey updated Committee members that Jeri Loewe, Public Health Nurse, has resigned to take another position. Transition of job duties was discussed.

Munsey updated Committee members that the position has been revised for either a Public Health Nurse or Health Educator.

Munsey reported that she attended a Public Health Preparedness conference in Dallas and brought back great information for our program. Discussion followed.

Munsey reported regarding a meth house that was placarded in southern Green Lake County. Munsey explained the situation and process. Committee members will be updated.

Munsey explained the graph which summarizes the opinions of nearly 200 community members regarding health priorities for the next Community Needs Assessment. It includes a survey of Amish which is a special population in our county. (See attached.)

Munsey reported that received notice from the State Immunization program that we cannot use the flu mist this year. Munsey reported that the reason was that it is not as effective. Dr. Lyke explained that HINI is most prevalent and the mist is not effective for that strain. Discussion followed.

Meeting with Theda Care Berlin Physicians & Rx Fitness: Munsey reported regarding the meeting with Theda Care Berlin Physicians in June. Munsey reported regarding the meeting. Information was shared regarding the county health rankings, Lyme disease treatment, drug abuse prevalence and the new drug drop boxes in all communities. This will be an annual visit to the group to share information about public health.

CHAT (Community Health Action Team): Munsey explained CHAT (Community Health Action Team) will be started in September in Green Lake County through Theda Care. Any interested Committee member to serve on the team should let Munsey know. The actual “plunges” which is a day of immersion into a community problem can include all Health Advisory Committee members.

Wellness Coalition Activities: Discussed above.

Staff Update: Discussed above.

Community Health Assessment: Munsey reported that the Community Health Assessment is a six county effort. Discussion followed. Committee members will be updated at future meetings.

Environmental Health/Agent Status Report: Munsey updated Committee members regarding staff coverage during the vacant position.

Munsey reported regarding animal bites.

Public Health Preparedness: Munsey reported that the new cycle for Public Health Preparedness started on July 1, 2016. There was a decrease in grant funding for the new grant period of approximately \$2000.

Accreditation Update: Munsey explained what is included in the accreditation process. Munsey explained the cost factors included. Discussion followed. Munsey explained the difference between State (140 Review) vs. national accreditation.

Communication Policy Review: Munsey presented and explained the proposed Communication Policy for Committee review. Munsey reported that the policy considers literacy levels of community members. Motion/second (Vergos/Kessler) to approve the revised Communication Policy. All ayes. Motion carried.

Strategic Plan Review: Munsey presented the Strategic Plan 2017-2020. (See attached.) Munsey explained that this is an internal document for internal staff. Discussion followed. Adjustments were made and committee agreed that with adjustments, the final document is ready for use with staff.

Committee Discussion: The new County employee evaluation process was discussed.

Future Meeting Date: The next Health Advisory Committee meeting will be held on October 12, 2016 at 8:00 a.m. at the Human Services Center.

Future Agenda Items After Action and Discussion: Health Officer Abatement issues, quarterly update; annual evaluation for Board members

Adjournment: Motion/second (Brandstetter/Vergos) to adjourn the meeting. All ayes.