



MINUTES OF BOARD OF HEALTH MEETING

January 4, 2023

Call to Order: Meeting was called to order by Chair Peer at 6:00pm

Board of Health Members Present: Chair Peer (in person), Vice Chair Kolste (in person), Dr. Kaitlyn Meyers (in person), Dr. Daniel Staddler (in person), Eric Gresens (in person), Supervisor Tricia Clasen (virtual), Dr. Rachel Bergstrom (virtual), Supervisor Kathy Schulz (virtual), Supervisor Kim Schneider (virtual)

Board of Health Members Absent: No Board of Health members absent

Staff Members Present: Katrina Harwood – Health Officer/Director; Seth Loncar – Administrative Services Supervisor; Rick Wietersen – Environmental Health Director

Others Present: Connie Winter (Board of Supervisors), Kevin Dyrland (HS Analyst), Terri Carlson (HS Risk Management)

Roll Call

At today's meeting roll call, ALL PRESENT: Dr. Kaitlyn Meyers, Supervisor Tricia Clasen, Dr. Rachel Bergstrom, Supervisor Schulz, Debra Kolste, Dr. Daniel Staddler, Eric Gresens, Supervisor Kim Schneider, Supervisor Peer

Adopt Agenda

Vice Chair Kolste made a motion to adopt the agenda. MOTION APPROVED. No one opposed.

Changes to Agenda

No changes to the agenda

Approval of Minutes – 12/07/22

Supervisor Schulz made a motion to approve the minutes of the 11/02/22 Board of Health meetings. Dr. Bergstrom seconded the motion. MOTION APPROVED. No one opposed.

Citizen Participation, Communications and Announcements

Supervisor Connie Winter commented on accreditation and feedback she got back from past board members when accreditation was considered last stating, "the last time the board looked at accreditation was 2011-2012, the staff and board decided against accreditation at that time as it felt like just a 'feather in the cap.' Accreditation shows that you're meeting a list of national guidelines. Staff felt the guidelines would force staff

to give up regular services. RC is a working-class community and people expect services and not just rhetoric.” Supervisor Winter also suggested that board members focus on grants being used and outcomes.

New Business

Administrative Division

Review of Payments

Vice Chair Kolste inquired about Wisconsin literacy ‘health literacy assessment’ payment? Katrina Harwood responded that this is part of our community health improvement. Vice Chair Kolste also inquired about the payment for Milwaukee area health education, also explained as part of the community health assessment. Vice Chair Kolste also inquired about doula services, and if payments were for services or training, in which Katrina responded this was payment for services.

Transfer of Funds Over \$5,000

No transfer of funds over \$5,000

Public Health Department Report

Director’s Report

Katrina Harwood gave an overview of this month’s directors report. Katrina gave an overview of Program Review audits: Department of Agriculture, Trade and Consumer Protection (DATCP) on-site evaluation, Tattoo & Body Art program audit, Lab audit & HIV partner services program visit. Katrina also gave an update of performance management and reiterated the different areas of the strategic plan for the RCPHD.

Program Spotlight – Environmental Health Overview

Environmental Health (EH) division director Rick Wietersen gave the Board of Health an overview of the functions of the environmental health unit and defining what environmental health is and the staff of the EH unit and the credentials the staff have obtained. The following is the EH programs that Rick provided details for:

- Licensed Facilities
- Rabies Control
- Indoor Air Quality (Radon)
- Ground Water and Drinking Water
- Beach and Surface Water
- POWTS (Septic Systems)
- Lead Poison Prevention
- Disease Vector Surveillance
- Human Health Hazards
- LEPC – Emergency Response Planning

Workforce

Health officer Katrina Harwood explained that there are no new staff to report. Currently vacant positions are for Public Health Strategist and Environmental Health Specialist. Other workforce development will be pending the position reclassification study.



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Budget

Katrina Harwood gave the BOH an update of the current budget standings within a memo on the semiannual report on conference 07/01/22 – 12/31/22, potential new funding source via a CDC Infrastructure Grant, and finally by providing the BOH with a quarterly budget update.

Memo – Semiannual Report on Conferences 07/01/2022 – 12/31/2022

Prior six months of conferences provided to BOH for awareness. Any trainings over \$1000 per employee indicated on report.

Communications and Announcements from Staff and Board Members

None.

Adjournment

Vice Chair Kolste made a motion to adjourn meeting, Dr. Meyers seconded the motion. All approved, no one opposed.

Chair Peer adjourned the meeting at 7:13pm.

Respectfully Submitted,

Seth Loncar, Recorder

Not Official Until Approved by the Board of Health

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