



MINUTES OF BOARD OF HEALTH MEETING

February 2, 2022

Call to Order: Meeting was called to order by Chair Peer at 6:00 p.m.

Board of Health Members Present: Chair Peer, Dr. Meyers, Dr. Winter, Debra Kolste, Supervisor Williams, Supervisor Rynes, Dr. Somaraju, Supervisor Clasen.

Board of Health Members Absent: Eric Gresens

Staff Members Present: Katrina Harwood – Health Officer/Director; Rick Wietersen – Environmental Health Director; Matt Wesson – Environmental Health Supervisor; Jill Camber-Davidson – Public Health Supervisor; Courtney Nathan – Public Health Strategist; Nick Zupan – Epidemiologist; and Melissa DeWitt – Public Health Support Specialist.

Others Present: Terri Carlson – Risk Manager; Rich Bostwick – County Board of Supervisors; Carol Lathers – Citizen; Sheryl – Citizen; Sheila Williams – Citizen; Trever – Citizen.

Roll Call

Chair Peer asked for the roll call. At roll call Chair Peer, Dr. Winter, Dr. Meyers, Dr. Somaraju, Supervisor Clasen, Supervisor Williams, Debra Kolste and Supervisor Rynes were present. Eric Gresens was not present. 8 PRESENT. 1 ABSENT.

Adopt Agenda

Supervisor Clasen made a motion to adopt the agenda. Debra Kolste seconded the motion. MOTION APPROVED.

Approval of Minutes – 1/5/2022

Dr. Winter made a motion to approve the minutes of the 1/5/2022 Board of Health meetings. Debra Kolste seconded the motion. MOTION APPROVED.

Citizen Participation

Supervisor Rich Bostwick promoted a pancake breakfast fundraiser to help raise funds for a local Canoe & Kayak club. The club takes an annual trip to Northern Wisconsin each summer to canoe & kayak more challenging rivers in the area. The fundraiser will be held on Saturday, April 9th, at the Fort Atkinson Club in

Fort Atkinson. Please reach out to Rich Bostwick if you are interested in purchasing tickets for this event (richbostwick24@gmail.com).

New Business

Administrative Division

Review of Payments

The Board reviewed the Health Department's December & January payments in the amount of \$4,204.51.

Transfer of Funds Over \$5,000

No transfer of funds over \$5,000.

Public Health Department Report

COVID Response Update

Katrina Harwood shared a slideshow of the representation of the work that the Health Department is involved in for the county-wide COVID-19 response. The Rock County Public Health Department has partnered with Summit Clinical Labs to increase access to testing. On January 24th, Summit Labs opened up a new testing location at the Rock County Health Care Center in Janesville. The hours are Monday – Friday from 8 a.m. – 4 p.m. and Saturday from 8 a.m. – 11 a.m. The Rock County Public Health Department will be prioritizing efforts around outbreak investigation and support for outbreak investigations in high risk settings (settings that have a higher concentration of individuals who are more at risk of experiencing severe illness). The Rock County Public Health Department is continuing to prioritize vaccinations and are currently strategizing on how to better support the community with vaccine access, especially if the 6 month to 4 year age group becomes eligible for the COVID-19 vaccine. Throughout the continued pandemic response, the Rock County Public Health Department will continue to work with the business community to help answer questions and provide the support they need to prevent outbreaks. Communications, guidance and surveillance will also continue.

Surveillance: Nick Zupan provided the Board members with the current COVID-19 data.

RCPHD Program Spotlight – Restaurant Inspections

- Authority & Purpose
 - Agent of DATCP for regulation of all Retail Food Establishments within Rock County
 - Memorandum of Agreement (MOA)
 - Statute 97 – Food, Lodging, and Recreation
 - ATCP 75 – Retail Food Establishments
 - ATCP 75 Appendix (WI Food Code)
 - RCPHO
 - Primary goal – Reduction and prevention of foodborne illness through:
 - Inspections
 - Education
 - Complaint investigations
 - Outbreak investigations
- Licensing
 - License 850-900 food facilities each year
 - Retail food establishments – not serving meals (grocery, gas stations)
 - Retail food establishments – serving meals (restaurants)
 - School lunchrooms



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- Mobile food trucks & carts
 - Temporary restaurants (food booths/vendors at events)
- Risk rating
 - Pre-packaged
 - Simple
 - Moderate
 - Complex
- Inspections/Field Visits
 - Routine inspection
 - Follow-up/re-inspections
 - Complain investigations
 - Outbreak investigations
 - Pre-inspections (new or change of owner)
 - Consultations
 - Worker education
- Routine Food Inspection
 - Field inspection (typically unannounced) conducted at least once a year that evaluates:
 - How food is handled
 - How food is stored
 - Cleaning and sanitizing of food & non-food contact surfaces
 - Health & hygiene of employees
 - Condition of equipment and overall facility
 - Chemical storage and usage
 - Policies and procedures
 - Approved special procedures (e.g. HACCP, TPHC, variances)
 - Food safety knowledge of employees
 - Education is key – very important for workers to understand the “why”
- Violation Types
 - Core
 - Includes an item that usually relates to general sanitation, operational controls, sanitation standard operating procedures (SSOP’s), facilities or structures, equipment design, or general maintenance
 - Priority Foundation
 - Means a provision in this Code whose application supports, facilitates, or enables one or more PRIORITY ITEMS

- Includes an item that requires the purposeful incorporation of specific actions, EQUIPMENT or procedures by industry management to attain control of RISK FACTORS that contribute to foodborne illness or injury such as personnel training, infrastructure or necessary equipment, HACCP plan, documentation or record keeping, and labeling.
 - Priority
 - Means a provision in this Code whole application contributes directly to the elimination, prevention, or reduction to an acceptable level, HAZARDS associated with foodborne illness or injury and there is no other provision that more directly controls the HAZARD
 - Includes items with a quantifiable measure to show control of HAZARDS such as cooking, reheating, cooling, handwashing, etc.
- Violation Examples

	Core	Priority Foundation	Priority
Food safety knowledge	No Certified Food Manager on staff	Lack of demonstration of knowledge	Not excluding sick workers when required
Food source	Stored on floor when received	Damaged packaging & not discarded	Obtained from unapproved source
Food cold handling	No thermometer in cooler	Insufficient cooler capacity	Improper holding temperature
Handwashing sinks	No signage at sinks	Inconvenient location	Not used when required
Food contact surfaces	Worn	Improper design (not easily cleanable)	Unapproved materials (glass thermometer)
Sanitizing solutions	Dirty solution	No test strips	Improper concentrations
Cleaning food contact surfaces	Improper frequency	Soiled/dirty	Not sanitized prior to use

- Inspection Reports
 - Observations of inspector
 - Temperatures of food & equipment
 - Chemical concentration tests
 - Violations (code reference), corrective actions, due dates
 - Core – 90 days to correct
 - Priority Foundation – 10 days to correct
 - Priority – 72 hours to correct (usually fixed onsite)
 - Notes for operator and future inspectors
 - Recommendations
 - Policy & procedure improvements
 - Equipment
 - Worker training needs
- Challenges/Trends



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- Challenges
 - Home-based online food sales
 - Pandemic-related staff shortages
 - Inspection is only a snapshot of operation
 - Close to IL border
 - IL licensed food trucks
 - Interstate food laws
- Trends
 - Mobile food trucks
 - Home-based operations

Workforce

Katrina Harwood reported on current workforce updates.

New staff

- Public Health Strategist (Samantha Axon to start 2/7)
- Public Health Nurse (Kyleigh Menke to start 2/21)
- Environmental Health Specialist (Sara Gutche to start 3/7)
- Public Health Strategist (Erin Yenser to start 3/21)

Vacant Positions

- None

Review and Approval of Resolutions

Establishing a County Program to Subsidize Groundwater Nitrate Testing and Mitigation for Residential Wells that Exceed Health Standards and Amending the 2022 Health Department Budget

NOW, THEREFORE, BE IT RESOLVED, the Rock County Board of Supervisors duly assembled this _____ day of _____, 2022, does by enactment of this Resolution approve a Groundwater Nitrate Testing and Mitigation Program as outlined above and authorizes funding not to exceed one hundred thousand dollars (\$100,000) for said program, which may be expended over multiple years; and,

BE IT FURTHER RESOLVED, the Rock County Board of Supervisors, does by enactment of this Resolution authorize County Staff to develop program administration processes and procedures to carry out this program; and,

BE IT FURTHER RESOLVED, the Rock County Board of Supervisors does by enactment of this Resolution amend the 2022 Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget 1/1/22</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
ARPA Funds			
19-1980-0000-42100	\$14,818,560	\$100,000	\$14,918,560
<u>Use of Funds</u>			
Program Expenses			
19-1980-5151-64904	\$0	\$100,000	\$100,000

Supervisor Rynes made a motion to accept the resolution. Dr. Meyers seconded the motion. MOTION APPROVED.

Accepting Mobilizing Communities for a Just Response Grant Funds and Amending the 2022 Rock County Public Health Department Budget

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2022 does hereby authorize Rock County Public Health Department to accept funding of \$100,000 through the Wisconsin Department of Health Services Mobilizing Communities for a Just Response Grant and amend the 2022 Rock County Public Health Department budget as follows:

<u>Account/Description</u>	<u>Budget 2022</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
Federal Aid			
31-3021-0000-42100	\$0	\$100,000	\$100,000
<u>Use of Funds</u>			
Administration Expense			
31-3000-0000-63110	\$0	\$100,000	\$100,000

Dr. Somaraju made a motion to accept the resolution. Supervisor Clasen seconded the motion. MOTION APPROVED.

Accepting Wisconsin Department of Health Services (DHS) Lead Water Testing in Child Care Facility Grant and Amending the 2021 Rock County Public Health Department Budget

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 does hereby authorize the Rock County Public Health Department to accept this grant in the amount of \$5,100, and amend the 2021 Rock County Public Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget 2022</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
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Source of Funds

State Aid

31-3044-0000-42200	\$0	\$5,100	\$5,100
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Use of Funds

Administration Expense

31-3044-0000-63110	\$0	\$5,100	\$5,100
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Dr. Winter made a motion to accept the resolution. Supervisor Williams seconded the motion. MOTION APPROVED.

Communications and Announcements from Staff and Board Members

Adjournment

Dr. Winter made a motion to adjourn the meeting. Supervisor Williams seconded the motion. MOTION APPROVED. Meeting adjourned at 7:08 p.m.

Respectfully Submitted,

Melissa DeWitt, Recorder

Not Official Until Approved by the Board of Health