



## **MINUTES OF BOARD OF HEALTH MEETING**

**November 1, 2023**

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

Board of Health Members Present: Chair Peer (in person), Supervisor Schulz (in person), Vice Chair Kolste (in person), Dr. Nowak (in person), Nicole McBride (in person), Supervisor Schneider (in person), Dr. Bergstrom (virtual), Eric Gresens (in person)

Board of Health Members Absent: Supervisor Clasen

Staff Members Present: Katrina Harwood – Health Officer/Director; Rick Wiertersen – Environmental Health Manager; Carrie Clark – Public Health Supervisor; Melissa DeWitt – Public Health Support Assistant

Others Present: Rich Bostwick – County Board; Josh Smith – County Administrator; WCLO

### **Roll Call**

Chair Peer asked for the roll call. At roll call Supervisor Schulz, Chair Peer; Vice Chair Kolste, Dr. Nowak, Supervisor Schneider, Eric Gresens, Dr. Bergstrom and Nicole McBride were present. Supervisor Clasen was not present. 8 PRESENT. 1 ABSENT.

### **Adopt Agenda**

Supervisor Schulz made a motion to adopt the agenda. Vice Chair Kolste seconded the motion. MOTION APPROVED.

### **Approval of Minutes – 10/04/23**

Vice Chair Kolste made a motion to approve the minutes of the 10/4/2023 Board of Health meeting. Supervisor Schulz seconded the motion. MOTION APPROVED.

### **Citizen Participation, Communications and Announcements**

None.

### **New Business**

### **Administrative Division**

### **Review of Payments**

The Board reviewed the Health Department's October payments in the amount of \$27,694.38.

## **Transfer of Funds Over \$5,000**

No transfer of funds over \$5,000.

## **Public Health Department Report**

- Director's Report
  - Hatfield Conference Room
    - Katrina Harwood gave a brief background on the renaming of one of the Health Department's conference rooms
    - Dr. Margaret Hatfield, a Janesville physician, was appointed as "staff doctor" for the County Health Department beginning 10/26/1937
  - Health Equity Workshop
    - During this workshop at the department's October All Staff Meeting, the department reviewed six initiatives to identify barriers people may experience in accessing services and look for opportunities to address the barriers
    - Those six initiatives were:
      - Asthma-Safe Homes Program
      - Retail Food Inspections
      - Radon Program
      - Health Equity Alliance of Rock County
      - Vaccines for Children/Vaccines for Adults Programs
      - Beloit Public Library Initiative
    - Thank you to Vice Chair Kolste who participated in the workshop as a guest
  - Wisconsin Counties Magazine Association – November Issue
    - Rock County's Opioid Settlement Planning Process article, written by Shari Faber (Public Health Strategist) was published
- Workforce Update
  - Current recruitments
    - Public Health Nurse (Communicable Disease) – Candidate was offered the position
    - Epidemiologist – Position closed 10/29/23, interviews planned for 11/8/23
- Review of 2024 Recommended Budget
  - Katrina Harwood gave a brief overview of the 2024 recommended budget relating to revenue, expenses and budget trends
    - Revenue
      - Federal and state revenue consists of personnel time directly charged (through payroll) to a grant and other grant reimbursements for non-personnel expenses
    - Expenses
      - The operational budget request was less in 2024 than in 2023 due to reductions in software maintenance costs, ending the lease at the Eclipse Center and a reduction in IT costs
      - The overall tax levy increase for the department from the 2023 budget is \$285,423, which is largely related to the implementation of the new wage grid
    - Budget Trends
      - Higher percentage of expenses covered by revenue in 2017-2019 due to higher fees for travel vaccines
      - Revenue included for 2020 is a little misleading due to how some COVID-19 response funding was tracked (would have been grant cost allocation)
      - Cost Allocations



## **MINUTES OF BOARD OF HEALTH MEETING**

**November 1, 2023**

- Generally 7-10% of the budget prior to the pandemic
- Increased significantly when the department re-directed personnel to response efforts that were grant-reimbursable
- Some grants have ended/will be ending in 2023
- Most of the grant revenue will be replaced by new grants

### **Review and Approval of Resolutions**

#### **Awarding \$200,000 in Opioid Settlement Funds for Youth Substance Use Prevention Initiatives**

Vice Chair Kolste made a motion to move the resolution. Supervisor Schulz seconded the motion. Board of Health recommended this resolution for approval by a unanimous voice vote. MOTION APPROVED.

### **Communications and Announcements from Staff and Board Members**

None.

### **Adjournment**

Vice Chair Kolste made a motion to adjourn the meeting. Supervisor Schulz seconded the motion. MOTION APPROVED. Meeting adjourned at 6:41 p.m.

Respectfully Submitted,

Melissa DeWitt, Recorder

Not Official Until Approved by the Board of Health