

Trempealeau County

Health Department

Date: June 21, 2011

Members Present: Rod Severson Dr. Wm Baxa
 Michael Nelson John Aasen
 Pamela Nelson George Brandt

Others Present: Sherry Rhoda Carol Bawek

1. **Call to Order**

The Trempealeau County Board of Health meeting was called to order by Chairperson Rodney Severson. Time: 6:03 p.m.

2. **Certification of Open Meeting Law Requirements**

Posting and notification has accomplished the requirements of the Open Meeting Law.

3. **Adoption of Agenda**

Motion made by Mr. Aasen seconded by Mr. Brandt to accept the agenda as mailed. Motion carried. See Appendix E 1

4. **Approval of Minutes**

Motion made by Mr. Brandt, seconded by Mr. Nelson to approve the minutes as mailed. Motion carried.

5. **Director/Health Officer - Evaluation**

Ms. Rhoda passed out the evaluation tool for the Director/Health Officer from prior years and a copy from Chippewa County that was improved. Ms. Rhoda stated the previous evaluation tool is very generic. The Director/Health Officer evaluates the staff, and the Board of Health evaluates the Director Health Officer. Ms. Rhoda stated she would like to have the staff evaluate her. Discussion was held. Ms. Rhoda stated in the Health Department's history the staff evaluated the director and the Board of Health summarized the data and then evaluated the director. *Dr. Baxa made a motion seconded by Mr. Brandt to use the Chippewa County's evaluation tool, to evaluate the Director/Health Officer. Motion carried.* See Appendixes E 2.

6. Approval of Office Equipment Purchase

A motion was made by Mr. Brandt, seconded by Mr. Aasen to approve the purchase of the communication equipment from the PHER budget. Motion carried. See Appendix E 3

7. Preparedness Consortium - Discussion

The Preparedness Consortium will end as of August 9th and the PHEP grant will end as well. Approximately \$2,520 will be returned to us because of staff decreases and they will not be able to spend that extra money. Ms. Rhoda stated, 5 different aspects will be offered thru the pyramid consortium. Full package will be 25% approximately \$9,000. If we decide not to go with the full package we can elect to contract for the 5 different levels. Discussion was held. Will decide at the next Board of Health meeting.

8. Discussion of Motor Vehicle Plan

Mr. Nelson was on the motor vehicle pool study. The decision will be made when the audit is completed. Ms. Rhoda stated she is concerned for the staff lifting items out of a trunk of a car. Discussion was held.

9. Employee Input

None - Mr. Aasen stated to change item #9 to Health Employee Input

10. Board of Health Training June 1st Update

Ms. Nelson and Mr. Aasen attended the regional board of health training. Taping of minutes is discouraged and tapes should be retained for 90 days. Minutes should be simple. Concerns of public health are health services and rural counties, WI Health Rankings communicable disease and hazardous waste.

11. Approval of Vouchers

A motion was made by Mr. Nelson, seconded by Mr. Brandt to approve the vouchers in the amount of:

<i>State</i>	-	\$
<i>Public Health</i>	-	917.02
<i>Bioterrorism</i>	-	18.48
<i>School Based</i>	-	5,661.34
<i>PHER</i>	-	3,647.06
<i>W.I.C.</i>	-	1,777.71
<i>Frm Markt</i>	-	81.00
<i>Well Water</i>	-	33.90
<i>Breastfeeding</i>	-	<u>29.34</u>
<i>Total</i>	-	\$ 12,165.85

Motion carried. Appendix E 3.

12. Director's Report

- Approval of Mobile Internet Access
A motion was made by Mr. Nelson, seconded by Mr. Aasen to approve a air card for the agency. Motion carried.
- Communicable Disease – Discussion regarding the Tb case and the follow-up necessary. The Health Department is a Tb dispensary.

13. Discussion of next meeting date/time/Adjournment

Next meeting – July 19, 2011 6:00 p.m. Mr. Severson adjourned the Trempealeau County Board of Health Meeting. Time: 7:39 p.m.

Respectfully submitted,

Mr. Michael Nelson
Secretary