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## MEETING MINUTES

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**Committee:** Board of Health  
**Date:** Wednesday, August 2<sup>nd</sup>, 2017  
**Time:** 10:00 AM  
**Location:** Health Service Center Board Room, 1225 Langlade Rd, Antigo, WI

The following discussion was held by the Committee at the meeting detailed above:

1. Meeting called to order at 10:00 a.m.
2. Reminder to silence cell phones
3. The Pledge of Allegiance was recited
4. Roll call was conducted. Motion by Hurlbert, seconded by Oberneder to excuse Ron Barger and Julie Webb. All ayes. Motion carried.

BOH COMMITTEE		
Name	Role	Status
Robert Benishek	Chair	Present
Richard Hurlbert	Committee Member	Present
Holly Matucheski	Committee Member	Present
Julie Webb	Committee Member	Excused
Gloria Oberneder	Committee Member	Present
Patty Shinnors	At-Large Member	Present
Dr. Kristine Flowers	Medical Advisor	Present
Judy Popelka	At-Large Member	Present
Non-Committee Members Present		
Name	Interest	
Ron Barger	Excused	
Sheila Rine	Administrative Assistant	
Karen Hegrans	Health Officer	
Darlaen Jansen	Antigo Unified School District Nurse	
Carlene Nagel	Finance Director	
Janice Cahak	Financial Support	
John Schunke	Chief Deputy	
Mark Westen	Sheriff	
Elizabeth Constable	District Attorney	
Stephanie Thiede	Public Health Nurse	
Shayna Thomae	Student Nurse	

## Meeting Minutes (Continued)

5. Approve previous meeting minutes (July 5<sup>th</sup> and July 19<sup>th</sup>, 2017). Motion by Matucheski, seconded by Popelka to approve the minutes from July 5<sup>th</sup> and July 19<sup>th</sup>, 2017. All ayes. Motion carried.
6. Public comment on agenda items, and consideration of requests for items to be added to future meeting agendas - None
7. Bills were reviewed.
8. Review, discuss and adopt Health Department budget for 2018 and 2019 – Cahak explained the Health Department looks good for 2017 and came in under \$2000 for 2018 budget. Reviewed 2018 and 2019 budget. Motion by Shinners, seconded by Hurlbert to forward 2018 and 2019 budgets to the Finance Committee. All ayes. Motion carried.
9. Directors Report and Personnel Update – Hegranes stated Ron Barger is on vacation this week and will be back on Monday.
10. Legislative Update – Karen Hegranes passed around from the updated 2017-18 Legislative Grid that shows the Bill Number, description and if the Bill passed and what its status is. The state budgeted \$500,000 for Communicable Diseases but not sure what the local Health Departments will get. NACCHO is expressing concerns with funding cuts to the immunization and other critical Public Health services. Hegranes also explained that HPV will not be done in the schools during our mass clinic exercises as was done last year, due to funding cuts at the state level. Hegranes also shared that in 2016, there were 63 Zika cases that were reported and so far in 2017, 5. Not that Zika was contracted in Wisconsin but that an individual traveled and contracted Zika somewhere else but lived and returned to Wisconsin.
11. Data Report for July was passed around and discussed. Increase in head lice cases being seen. This was reviewed, along with health hazards continuing and bed bugs.
12. Communicable Disease Update –Hegranes reported a case of Gonorrhea, as well as Chlamydia continues, there has been an increase in tick borne illnesses also.
13. Program Updates
  - a. Building Healthier Langlade County (BHLC) continues to meet on the 3<sup>rd</sup> Thursday of each month at 7:30 a.m. focusing on the CHIP plan which involves mental health, substance abuse and wellness.
  - b. Community Health Improvement Plan (CHIP) is continued being worked on with the goal to have an updated CHIP by the end of the year.
  - c. Healthy Ways newsletter was passed around.
  - d. Diaper Bank – During the month of July, 76 packs of disposable diapers were handed out as well as 3 cloth starter kits. There is a good supply of newborn – size 4 but continually having to purchase sizes 5 and 6. Some adult diapers were also received during the diaper drive.
14. School Nurse Update – Darlaen Jansen stated she is gearing up for school to start. Registration for the high school is coming up and after registration; she reviews all health forms and will inform the bus drivers and bus company if there any health concerns they need to be made aware of. All bus drivers were certified in CPR, so they are good for another year.

## Meeting Minutes (Continued)

### 15. Old Business:

- a. Public Awareness Activities articles from the paper were passed around.
- b. Discussion on special session of BOH that was held on July 19<sup>th</sup>, 2017 in White Lake. Benishek thought it was a good meeting even though it wasn't highly attended; the right people with concerns did attend. Popelka stated there will be a Public Hearing on August. 10<sup>th</sup> at 6 p.m. at the Community Center in regards to the EMT issues they are having along with the ambulance staffing, training difficulty and people aging out. Oberneder stated she will be calling Rep. Jeffrey Mursau today to see if he can attend the Public Hearing. Oberneder thanked the committee for coming to White Lake and holding a BOH meeting there. Discussed going to Elcho and when to have a BOH meeting. The committee would like Barger to reach out to see who can help set up the meeting in Elcho, location, date, and time to help spread the word. Suggested Richard Schuh and Kari Lazars as possible point people in Elcho to help reach the community.
- c. Discuss Humane Officer training for departmental staff. Sheriff Westen explained that as of now, the Sheriff's Department will be sending 1 officer to the Humane Officer in September and the Health Department will be sending 1 public health nurse as well. The Sheriff explained we need to work together. Robin Stowe is looking at State Statutes, policies, etc. and hopefully everything will come together more after the HO training. Constable explained how she has worked on this in other counties and you could have law enforcement or lay people who were trained as a HO. Her opinion is that it is much better with a law enforcement HO as they understand the laws and constitutional rights. Constable supports law enforcement being trained as the HO. The Sheriff explained they work closely with the City of Antigo Police Department and their resources and will help the city as long as it is not too much of a burden on the Sheriff's Department. The Sheriff explained the city will continue to respond to the initial complaints and if the need for the HO arises, the trained Sheriff's Deputy will be called. The Sheriff also explained they work closely with the Health Department as well, having worked on cases in the past and will use the Health Department as back-up. Thiede stated she gets calls as well and if she identifies an animal concern, law enforcement is called. The Health Department will not be the primary investigator, but we need to work as a team together. Schunke explained that everyone has their pieces they do and we work closely with the DA so the case stands up in court, if need be. The Sheriff stated that it doesn't mean there will always be criminal charges but more so, working with them to get the end result. The Sheriff stated that in the future, it is possible the city will send someone to the training if they see an increase in city cases and then hopefully the city can help the county in the future as well.
- d. T.A.D. meeting updates (Treatment Alternatives and Diversion Programs) – Aug. 4<sup>th</sup> at 9:30 a.m. Jury Room – Hegrans wanted to remind everyone the next meeting will be held Aug. 4<sup>th</sup> at 9:30 a.m. in the Jury Room. If you do attend, you will need to be buzzed in, to get in.

### 16. New Business

- a. Conference and Workshop attendance for BOH and Staff was reviewed. Motion by Popelka, seconded by Matucheski to allow any BOH member to attend necessary meetings with per diem and mileage. All ayes. Motion carried.

## Meeting Minutes (Continued)

17. Referrals and Recommendations for the next meeting. Shinnors would like to see an update on the W.E.B. program and what the numbers are in comparison to the previous year but could wait until the October meeting, once school starts. Dr. Flowers also suggested having Rose Prunty, the new manager for the food pantry could come and give an update on the food pantry.
18. Set date for next regular meeting: September 6<sup>th</sup>, 2017 at the Health Service Center Board Room at 10:00 AM.
19. Adjourn meeting. Motion by Shinnors, seconded by Popelka to adjourn the meeting at 11:20 a.m. All ayes. Motion carried.

Minutes transcribed and submitted by:  
Sheila Rine,  
Recording Secretary

DRAFT