

Board of Health

February 23, 2016

5:30pm

PRESENT: Dwight Nelson; Gary Ranum; Daniel Timmerman; John Beinborn; Robert Keeney; Jeff Kindrai; Amy Miller; Carol Beals; Matt Andrews, Joyce Roling

CALL TO ORDER: Dwight Nelson, Chair called the meeting to order at 5:30pm.

OPEN MEETING LAW: Meeting in compliance with the open meeting law.

CHANGES IN AGENDA: Closed session was moved to the end of the agenda. Matt Andrews made a motion to approve the agenda as amended, second by Daniel Timmerman. Carried.

MINUTES OF PREVIOUS MEETING: Gary Ranum made a motion to approve the minutes from the previous meeting (12/1/15), second by Daniel Timmerman. Carried.

VOUCHERS: Vouchers were reviewed for November 2015 (\$51,633.89), December 2015 (\$60,199.21), and January 2016 (\$51,704.66). John Beinborn made a motion to approve the vouchers for November, December, and January, second by Gary Ranum. Carried.

MONTHLY FINANCIAL REPORTS: The November 2015, December 2015 and January 2016 Monthly Financial Reports were reviewed. Hospice billing is moving forward but is still behind. Coding and software challenges are still causing delays. Daniel Timmerman made a motion to approve November 2015, December 2015 and January 2016. Monthly Financial Reports, second by Matt Andrews. Carried.

LOAN CLOSET FINANCIAL REPORT: The Loan Closet Financial Reports were discussed. Some significant purchases were made to replace equipment in the previous few months but the account balance has recovered and closed at \$8,527.53 at the end of January. Carol Beals made a motion to approve the Loan Closet Financial Reports, second by Daniel Timmerman. Carried.

SEMINAR AND TRAINING UPDATE: The Seminar and Training Reports were reviewed for November 2015, December 2015 and January 2016. Training will increase in 2016 due to new staff. John Beinborn made a motion to approve the Seminar and Training Reports, second by Gary Ranum. Carried.

GRANT APPLICATIONS: A \$500 Rural Safety Day Grant from the UW-Center for Agriculture Safety and Health was discussed. John Beinborn made a motion to approve applying for the Rural Safety Day grant, second by Matt Andrews. Carried.

ANNUAL REPORT for 2015: The 2015 annual report was discussed. Increases in several immunizations (HPV, Tdap, and Meningitis) were seen due to the school based exercises and the total number of shots given in 2015 were up from the totals in 2014 (7,083 in 2015 versus 6,262 in 2014). Increases in reports were seen in several illnesses including mumps (54 in 2015 versus 1 in 2014), pertussis (23 in 2015 / 8 in 2014), and sexually transmitted infections (166 in 2015/ 125 in 2014).

In Home Care, the total number of patients seen was up but the total number of visits was down slightly. In Hospice, the total number of patients was down slightly but the total visits were up.

STAFFING UPDATE: Brandie Anderson, RN, BSN was (re)hired to fill the Public Health Nurse position that was open. Michelle Atterbury was hired as the contracted SAFE Coalition Coordinator and Stephan Hall is an intern working on our EPHT Heat Stress Grant (until May).

DIRECTOR'S REPORT: Jeffery A. Kindrai

- Information on scholarships for the WPHA/WALHDAB Annual Conference was shared.
- The mumps outbreak was discussed and information was circulated.
- Information on childhood and adolescent immunization rates in Grant and surrounding counties was shared.
- The manure spill in Fennimore was discussed.

ASSISTANT DIRECTOR'S REPORT: Amy A. Miller

Lean Updates

- We have an intern working on our PNCC quality improvement project. This includes updating forms and creating an utilization and review (U&R) tool.
- We are working on other U&R tools in Hospice and Home Health to improve our charting. We also will be doing other quality improvement projects based on data collected from patient assessments and customer satisfaction surveys. This will also encompass the new OASIS C2.
- A new patient assessment tool will be required soon. It is an update to the Outcome and Assessment Information Set (OASIS).

COMMENTS FROM THE PUBLIC: No comments

Closed Session: John Beinborn made a motion to go into closed session per State Statute 19.85 (1) (c) considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility as it relates to the performance evaluation of the Health Officer and personnel purposes, second by Carol Beals.

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Roll call vote:

Carol Beals	Aye
Dwight Nelson	Aye
Matt Andrews	Aye
John Beinborn	Aye
Daniel Timmerman	Aye
Gary Ranum	Aye

Motion Carried.

Meeting did not return to open session. Next meeting scheduled for April 26, 2016 at 5:30pm.

Respectfully Submitted,

GRANT COUNTY BOARD OF HEALTH

A handwritten signature in cursive script, appearing to read "Gary Ranum".

Gary Ranum, Secretary