

**SANITATION DEPARTMENT  
BOARD OF HEALTH MINUTES  
MAY 25, 2010**

The meeting was called to order at 5:30 p.m. by Chairman Margaret Ruf. Members present: Dwight Nelson, Grant Loy, Vern Lewison, Phil Wegmann, and Mary Logemann. County personnel present: Wilbur B Austin, & Jeff Kindrai. Absent: Ivan Farness, John Patcle, and Meena Maski, MD.

Grant Loy made a motion that the meeting is in compliance with the open meeting law, seconded by Vern Lewison. Motion carried.

Grant Loy made a motion to approve the April 27, 2010 minutes, seconded by Vern Lewison. Motion carried.

Mary Logemann made a motion to approve the monthly bills/financial report, seconded by Dwight Nelson. Motion carried.

Phil Wegmann made a motion to approve the sanitary permit summary, seconded by Mary Logemann. Motion carried.

Vern Lewison made a motion to approve the outstanding orders, seconded by Phil Wegmann. Motion carried.

Wilbur reported that Terry Loeffelholz passed the State Certified Soil Tester license exam and is now able to review soil evaluation reports for septic systems.

Grant Loy made a motion to adjourn to the Health Department portion of the meeting at 5:45 p.m., seconded by Dwight Nelson. Motion carried.

# GRANT COUNTY BOARD OF HEALTH

May 25, 2010

5:30pm

*(Sanitation Portion held prior to Health)*

**PRESENT:** Margaret Ruf; Vern Lewison; Grant Loy; Dwight Nelson; Phil Wegmann, DDS;  
Mary Kay Logemann, RN, BSN;

Jeffery Kindrai, RS, MSPH; Mary Rasmussen, RN,BSN; Carol Thole;  
Troy Moris

**CALL TO ORDER:** The meeting was called to order at 5:50pm by Margaret Ruf, Chair.

**CHANGES IN AGENDA:** No closed session needed. Mary Kay Logemann a made motion to approve the changes in agenda, second by Vern Lewison. Carried.

**MINUTES OF PREVIOUS MEETING:** Vern Lewison made a motion to approve the minutes of the previous meeting (04/27/10), second by Grant Loy. Carried.

**VOUCHERS:** Vouchers totaling \$41,715.13 were reviewed. Grant Loy made a motion to approve the vouchers as presented, second by Vern Lewison. Carried.

**MONTHLY FINANCIAL REPORT:** Vern Lewison made a motion to approve the monthly financial report, second by Mary Kay Logemann. Carried.

**LOAN CLOSET FINANCIAL REPORT:** Mary Kay Logemann made a motion to approve the Loan Closet Financial Report, second by Phil Wegmann. Carried.

**SEMINAR AND TRAINING UPDATE:** Grant Loy made a motion to approve the seminar and training update report, second by Dwight Nelson. Carried.

**GRANT APPLICATIONS:** The wellness and nutrition grant will end in June 2010. The Department would like to apply for implementation grant for \$20,000-\$30,000 over 18 months to implement items identified in our needs assessment and included in our strategic action plan. The NEW grant is state funded and requires no match or additional employees. Dwight Nelson made a motion to apply for grant, second by Vern Lewison. Carried.

**SMOKING POLICY:** Carol Thole presented the smoking policy for employees at Grant County Health Department. She shared copies of a similar proposed policy for Orchard Manor and a policy that is currently in effect at Grant Regional Health Center. Discussion followed. Mary Kay Logemann made a motion to approve the Smoking Policy pending a review by Corporation Counsel, second by Dwight Nelson. Carried with Vern Lewison abstaining from vote.

**ENVIRONMENTAL HEALTH CITATION AUTHORITY:** Troy Moris presented information on citation authority as it relates to Environmental Health issues including Human Health Hazards and Public Health Nuisances and how it could assist in gaining compliance with violations. Phil Wegmann made a motion to approve obtaining citation authority for the Health Officer or their designee relating to violations addressed by the Health Department and to move forward with any changes that may be required to allow for citation authority, second by Grant Loy. Carried.

Grant Loy was excused at 6:30pm.

**ALLSCRIPTS EXPENDITURES:** The Director/Health Officer consulted with the Finance Director and found that the pending software package considered for purchase by the County should be able to pull the required data for payroll from our software program without any changes. Therefore, the addition of the pay and rate calculator module for the Health Department software does not appear to be necessary.

**DIRECTORS REPORT – Jeffery A. Kindrai, RS, MSPH**

- A radio spot was done on ticks and illness.
- A press release was done on free adult immunization.
- The following positions were filled:

Cheryl Meier, Public Health Aide

Ann Thompson, Public Health Nurse

Leah Anderson, WIC Project Director

The Department also interviewed for a WIC Registered Dietitian

-Robin Tranzo from the InHealth Clinic in Boscobel has contacted the Health Department to discuss contracting with another dental hygienist to expand dental health services. A hygienist will be in all Grant County Public Schools in 2010-11 school year. Robin requested to contact the Executive Committee regarding some assistance in funding the additional equipment. A representative from the Health Department will attend the meeting with Robin to answer any questions.

**ASSISTANT DIRECTORS REPORT – Mary J Rasmussen, RN, BSN**

-A discussion of CHAPS survey occurred. This is a patient satisfaction survey that is required by Medicare. The cost will be approximately \$1200 to \$1500 yearly.

**ADJOURN:** Dwight Nelson made a motion to adjourn, second by Vern Lewison. Carried.  
Next meeting will be June 27<sup>th</sup> at 5:30pm.

Respectfully Submitted,

GRANT COUNTY BOARD OF HEALTH

  
Dwight Nelson, Secretary