



**Watertown Board of Health
Meeting Minutes
515 South First Street
September 8, 2016 - 5:00pm**

Members Present: Andrea Turke, Ann Nienow, Fred Smith, Steve Zgonc, and Carol Quest.
Others in Attendance: Kim Hiller, Administrative Asst., WDPH
Not Present: Dr. Donene Rowe

1. Call to Order

Steve Zgonc called the meeting to order at 5:00 p.m.

2. Citizens to be Heard

None

3. Approval of Minutes & Financial Report

The minutes dated July 14th, 2016 stated that the next Board of Health meeting would be August 18th. This meeting was rescheduled for September 8th due to conflicts in scheduling.

Motion was made by Ann Nienow and seconded by Andrea Turke to approve the minutes.

Motion carried unanimously.

The board reviewed July & August financial sheets. Carol explained that a new account was added for unemployment.

Motion was made by Fred Smith and seconded by Ann Nienow to approve the July & August financial reports.

Motion carried unanimously.

4. Public Health Ethics

Carol reviewed an article with the board members about ethics & responsibilities as a board of health member. There was a brief discussion about member responsibilities.

Carol conducted HIPAA training with the board members. All members present signed the HIPAA certification training document.

5. 2017 Proposed Budget

The board members reviewed the proposed 2017 budget.

Items reviewed:

- a. Carol explained that the revenue amounts are down due to funding stream changes. There is a chance for a small amount of grant money for the Zika virus but this has not been approved at this time.
- b. The unemployment account has been added because unemployment funds can be paid out up to a year.
- c. Accreditation has been removed from the 2017 budget as discussed previously.
- d. Fred Smith requested the roll over fund balances be included on the Environmental Health & Emergency Preparedness accounts to aid in budget clarity.
- e. Insurance costs are down for 2017.

Motion was made by Fred Smith to forward the proposed 2017 budget on to the Mayor, seconded by Ann Nienow. Motion carried unanimously

6. Legislative Update

Carol provided the following updates.

- a. Opioid addiction and abuse in the community continues to be a public health crisis. There have been instances of fentanyl and large mammal sedatives being mixed with heroin. There are national, statewide and local activities to address the increased morbidity and mortality rates. Providers have been encouraged to limit narcotic prescriptions. Provider education will be taking place later this month. The drug drop off at the Watertown Police Department has been heavily utilized. Local law enforcement is focusing on treatment in lieu of incarceration. Community education continues to be a significant component to raise awareness.
- b. Mayor David and Carol will be meeting Representative John Jagler on Monday and Carol plans on talking about the lack of public health funding for communicable disease investigation and environmental health issues.
- c. Wisconsin ranks 41st out of the 50 states for public health funding.

Fred Smith noted that Representative Jagler and Senator Fitzgerald will be attending a meeting on October 18th. This will give the City officials an opportunity to discuss their concerns with representatives including state mandates that are not financially supported.

7. Accreditation

The application timeline has been moved to 2018.

8. Emergency Preparedness

Carol updated the board members on Emergency Preparedness.

Twelve applications were received for the Emergency Preparedness/Environmental Health position. Four interviews were held this week. Carol will be moving forward to the Finance Committee on Monday. This position is a shared position with Dodge County with 2/3 of the time in Emergency Prep and 1/3 of the time in Environmental Health.

9. Environmental Health

The department is working through the changes in the inspection program.

Ted attended FDA training last week and will be reviewing with the Environmental staff.

The department just received the new contract with DATCAP.

10. Health Officer Report

Local communicable disease report was reviewed including Zika follow-up.

The Community Health Assessment in partnership with community partners in Dodge and Jefferson counties is near completion. A community summit will be held on October 24th from 10am to 2pm at Windwood all Board members are encouraged to attend.

11. Old Business

None.

12. New Business

None.

13. Adjournment

The next Board of Health meeting is set for December 15, 2016 at 5:30 p.m.

Motion was made to adjourn by Ann Nienow & seconded by Steve Zgonc. Motion carried unanimously.

Respectfully Submitted,



Carol Quest
Director/Health Officer

Note: The minutes are uncorrected. Any correction made thereto will be noted in the minutes of the proceedings at which these minutes are approved.