

## MINUTES

Public Health Advisory Committee of the  
Health & Human Services Board  
Thursday, June 11, 2015 - 8:13 to 9:00 a.m.

MEMBERS PRESENT: Jessica Kadow, Hispanic Health Resource Center.

EX OFFICIO Members Present: Lori Cronin, Board and Commissions; Dr. Nancy Healy-Haney, Waukesha County Public Health Manager; Benjamin Jones, Waukesha County Public Health, Health Officer; and Sarah Ward, Environmental Health Division.

MEMBERS ABSENT: Kerri Ackerman, Waukesha Community Health Center; Dr. Steven Andrews, Waukesha County Medical Society; Dr. Ross Clay, Medical College of Wisconsin; Dr. Marshall Jennison; JoAnn Weidmann, Co-Member and Lee Wipfli, Substance Abuse & Mental Health Counselor at Waukesha Community Health Center.

EX OFFICIO Members Absent: Mary Smith, Aging & Disability Resource Center of Waukesha County; Joe Vitale, Health & Human Services Board Member.

- I. Meeting was called to order by Dr. Healy-Haney at 8:13 AM.
- II. The minutes of May 14<sup>th</sup> were reviewed. Because there wasn't a quorum, the minutes were held for approval at the July 9<sup>th</sup> meeting.

III. Committee Reports:

Health & Human Services Report – Lori Cronin

- Ms. Cronin was unable to attend the last HHS Board meeting due to a conflict. No report.
- The next HHS Board meeting is on 6/11/15. Messrs. Duane Paulson & Gilbert Yerke are Co-Chairs of the Combined Health & Human Services Board & Committee.

Environmental Health Report

- Ms. Ward was at the Health and Human Services Board meeting. The presentation given was an overview of programs covered, numbers, staffing and hot issues.
- Environmental Health had one Sanitarian leave. The Department found a good candidate and if references check out, they will make offer by the end of the week.
- It was stated that this is a busy time for the Department. In addition, there will be a Sanitarian on maternity leave next month, another will be getting married and taking leave/vacation, and there have been retirements.
- There is going to be a freeze on license fees. The Department will be increasing their fees prior to freeze: 5% raise effective 6/30/15. They will be holding the fees for two years. The new fees will only apply to new applications. License applications already sent out will remain at the old fee rates.
- The Division is working on their budget.

Public Health Division Report: Nancy Healy-Haney

- The Public Health Division has also had turnover. There are 4 ½ positions open: Irene Ridgeman's

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from retirement; two Public Health Nurse positions; one clerk position open; and the retirement of a Public Health Technician.

- The Division is working on its 2016 Budget. Dr. Healy-Haney & Mr. Jones attended the budget kick-off meeting on Tuesday, June 9<sup>th</sup>. The budget for HHS Department is short \$1.4 million. Last year there were 15 positions downsized in the HHS Department. After the budget is done the Division will be able to better determine what positions can be salvaged. More will be known on budget for the July meeting. The Division is working on a reframe (a draft copy was handed out). Information on the handout was discussed. When the budget is done, it will better determine how reframe will be affected. There is the potential for the Division to increase fees as well.
- Insight – the Electronic Health Record has a solution review scheduled for June 23<sup>rd</sup>. The Division will run parallel systems for a while. The current system, PeopleLink, will run until the end of year to make sure fees are collected correctly.
- uPerform is the new electronic system used for documentation. This new system is very involved and difficult to work with.
- IntelliTime – the electronic time card system begins parallel testing on 6/13/15. Sarah Ward explained the challenges Environmental Health went through when they made the change to this system.

Public Health Division, CD Section Report: Ben Jones

- There is a Middle East Respiratory Syndrome (MERS) conference call at 1:00 pm today. MERS was contained to the Arabian peninsula, but now Korea has an outbreak. Since it is not sure how it is transmitted, it is more probable it will show up in the United States.
- It has been worked out who will do EMS transports of suspect Ebola persons. If someone is being monitored and they become symptomatic, they considered a suspect Ebola case if they came from West Africa until Ebola is ruled out.
- Enteric and waterborne diseases are increasing.
- Dr. Healy-Haney & Mr. Jones attended the WPHA Conference. At the conference a new Environmental Health Tracking program was discussed. It is in a new format. For every county the State will do an environmental health report. The State pulls data sources then pulls them into a standard report. A link to this information will be on the Division's website.
- A copy of the Waukesha County Community Health Survey was handed out. The survey is done every three years. Page 1 & 2 of this report gives a snapshot of everything going on. A link to this survey will be on the Division's website too. Findings on this survey were discussed.
- The Health Coalition – a Public Health preparedness program at the National level and the State level, as well as a hospital preparedness program at the National and State levels was discussed. The push nationally is toward healthcare coalitions: Hospitals, Public Health, EMS, trauma and emergency management. Nationally they made all the funding funnel through this coalition. There is pressure that everyone be part of this coalition. Public Health needs to make sure it is part of this coalition so if funding goes through the coalition they will have a voice.

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The next meeting will take place on Thursday, July 09, 2015.

IV. Meeting adjourned 9:00 am.

Respectfully submitted,  
/jml

Minutes approved on: July 09, 2015

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Health and Human Services Board  
Room #1001 - Health and Human Services Building,  
514 Riverview Avenue,  
Thursday, June 11, 2015 8:13 – 9:00 am