

MINUTES

Public Health Advisory Committee of the
Health & Human Services Board
Thursday, September 10, 2015 - 8:05 to 9:15 a.m.

MEMBERS PRESENT: Dr. Ross Clay, Medical College of Wisconsin; Dr. Steven Andrews, Waukesha County Medical Society; and 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; Mary Jo Michels, Waukesha County Public Health, WIC Supervisor; Mary Smith, Aging & Disability Resource Center of Waukesha County; and Sarah Ward, Environmental Health Division.

MEMBERS ABSENT: Kerri Ackerman, Waukesha Community Health Center; Dr. Marshall Jennison; JoAnn Weidmann, Co-Member and Lee Wipfli, Substance Abuse & Mental Health Counselor at Waukesha Community Health Center.

EX OFFICIO Members Absent: Joe Vitale, Health & Human Services Board Member.

- I. Meeting was called to order by Dr. Clay at 8:05 AM.
- II. Dr. Clay motioned to approve the minutes of the July 9, 2015 meeting. Jessica Kadow approved and Dr. Andrews seconded them.
- III. Committee Reports:

Public Health Division Report: Mary Jo Michels, WIC Supervisor

- An overview of the new eWIC program was given. Handouts of a typical eWIC shopping list, as well as "Shopping With Your eWIC Card" and "WIC Approved Foods" brochures were distributed. There was much discussion regarding: vendors; how to use the card; potential security issues; combining the eWIC card with store advantage cards and coupons; what happens if an eWIC card is lost; and how to print off the sheet of eligible items. It was noted that 25-27% of children 1-5 years of age are enrolled in the WIC program in Waukesha County.
- Attention was drawn to the fact that all of the Public Health Division's services are integrated into WIC for children under Health Check. As children come through WIC, the Division has an integrated program where they get a Health Check which includes: Childhood Lead Poison Screening, Hemoglobin Test, and Dental Varnishing. Waukesha County also has certified Breastfeeding Counselors.
- It was pointed out that the WIC Program serves women from pregnancy through six months post-partum, and up to one year if they are breastfeeding to help with the health outcomes of the child. Attention was brought to the fact that Waukesha County WIC is rated higher than National or State averages for initiation of breastfeeding for the Healthy People 20/20 goal. There was discussion regarding how the program works.

Environmental Health Report: Sarah Ward

- The committee was informed that the Environmental Health Division just finished wrapping up its license renewal process. It was noted that licenses run from July 1 – June 30.
- Attention was brought to the fact that the Division will be having an onsite evaluation in early October for licensing its program. It was noted that to obtain a license there is an annual self-assessment. The State then comes out every three years and evaluates all of the Division's inspectors. There was discussion regarding the inspection process and how they are now using the Health Space Licensing and Inspection Program.

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- It was noted that there have been many reports of high lead levels, in the 20s & 30s, this year.
- Reference was made to an abatement order for a hoarding house with the City of Delafield Police. There was a joint inspection with Waukesha County Environmental Health and Public Health Divisions, the City of Delafield Police, Fire Inspector & Building Inspector. The abatement order had a joint collective approach. There was discussion regarding what the criteria would be for bringing in outside agencies to do an inspection or declaring a house uninhabitable. It was noted that Environmental Health is referencing "*The Hoarding Handbook: A Guide for Human Service Professionals.*" Sarah Ward noted that she would bring a checklist of things to look for in hoarding cases for the next meeting. More discussion ensued regarding past reports of this case with the ADRC, hoarding in general, how to declare and the mental illness factor. In conclusion, the Public Health Division wrote an abatement order with the recommendations of the Environmental Health Division. It was noted that Sarah Ward & Ben Jones will be attending a Police Chief meeting in December to provide education regarding hoarding.
- The Environmental Health Division hired a third on-call humane animal officer. The officer's first day 9/09/15. It was noted that the new on-call humane animal officer is bi-lingual. The new hire brings the Divisions humane animal officer total to one full time and three on call.

Health & Human Services Report: Lori Cronin

- The committee was provided with a report of the August Health and Human Services Board meeting which was held at Lad Lake. It was noted that Lad Lake has a great facility in a beautiful setting. It was pointed out that the move to the new facility incorporated trauma informed care practices which are very important to county workers. Attention was brought to the fact that this is a short term program, 3-5 days of intensive treatment on average. After the initial intensive treatment it is then decided if the child moves on in the system or goes home with continuing counseling. The initial placement is considered an intervention to try to break pattern of negative behavior. It was noted the children that are there for an initial placement are separated from the residents.

Public Health Division Report: Nancy Healy-Haney

- A copy of *Robert's Rules of Order* was provided for Dr. Clay.
- It was noted that the Public Health and Environmental Divisions are very grateful to the Hispanic Resource Center for helping out in so many ways.
- It was reported that the Public Health Division presented their budget to the Board. It was noted that the Division will present their budget again in October to the County Supervisors. It was summarized that the Division received a 2% increase which will keep the budget level, essentially the same as last year. The budget will allow the Division to keep its staff and Level II programs intact.
- Reference was made to the Division completing a series of lectures on Quality Improvement. The Division contracted with WCTC for an inservice education program for all staff. This training was required as a stepping stone toward Accreditation. It was pointed out that the Division hopes to make application for Accreditation in 2017. It was noted that making Accreditation depends on staffing and a level of expertise which requires knowledge of domains and the ability to write policies and procedures.
- It was pointed out that the Division will launch a LEAN Government initiative on their digital/electronic filing system on 9/15/15. This initiative is associated with Accreditation.

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- Attention was brought to the fact the Public Health Division now has three positions open: Administrative Assistant, Public Health Technician and Health & Human Services Coordinator. A decision whether to fill the Health & Human Services Coordinator position is pending. The Division feels this position is crucial to the Division moving forward. Advocating from the Advisory Committee on behalf of the Division would be appreciated.
- It was pointed out that the current Community Health Improvement Plan and Process (CHIPP) concludes in November 2015. There will be a celebration along with presentation of outcomes/final reports held in one of the conference rooms at the Treiber Center of ProHealth Care, Waukesha. The Division will alert the Public Health Committee Advisory Committee Members as to the date and time of this meeting so they may attend. A new CHIPP will begin in January 2016.
- It was noted that the Go Live date for the Insight Electronic Health Record was pushed back to December 1, 2015. Discussion regarding the difficulties of the new system and lack of proper training manual ensued.
- The Committee was given an update on the Heroin & Other Illicit Drug Task Force Waukesha County Prevention Pillar which included the creation of outcomes based on CHIPP which were sent to the Chair of Prevention Pillar.
- Reference was made to a Grant from the Medical College of Wisconsin. It was noted that the grant provides a lot of money but is very detailed requiring a lot of work.
- It was noted that the Division's Prenatal Care Coordination (PNCC) program is seeing more severely mentally disturbed people that are pregnant which is creating many issues. It was reported that despite the increase in mental health issues, there have been successful outcomes because of the intervention of Public Health nurses.
- Attention was drawn to the Hispanic Health Fair which will be on 10/28/15 from 5-7 pm at La Casa de Esperanza. It was noted that Hispanic Network Coalition is sponsoring the health fair. It was pointed out that there are four agencies participating: Waukesha County Public Health, Hispanic Resource Center, Waukesha Family Practice & Waukesha Community Center. It was noted that in conjunction with the Health Fair, the Public Health Division will be holding a mass clinic. Because this is a mass clinic exercise, the Preparedness Program will pay for the vaccine, so anything normally available through Vaccines For Children (VFC) program will be covered for children, which includes the flu vaccine. It was noted that adult vaccines will not be included.
- IT was noted that the HHS Building will be holding an *Embrace your Space* program. This program/activity will involve the four divisions on the first floor having an ice cream social event which will help employees in the building become familiar with the departments on the first floor by having them pick up the components for the root beer float in the different departments ie. cup in one department, straws & spoon, ice cream and root beer in other departments.

Public Health Division, CD Section Report: Ben Jones

- It was noted that the Division still has Tuberculosis cases and that Sierra Leone and Guinea are still reporting cases of Ebola.

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- Handouts were distributed pertaining to the Public Health Division's preparedness objectives:
 - *Local Public Health Preparedness Contract Objectives CDC Cooperative Agreement Year 4* – It was noted that there are three focuses for this year: Medical Surge, Mass Care and Volunteer Management. The division is working on the mass care/sheltering plan as it is a big part of the preparedness grant. The grant requires the Division to do 16 different things including an exercise and hazard vulnerability assessment.
 - *Local Public Health Cities Readiness Initiative Contract Objectives* – It was noted that this grant is related to the Division's Mass Clinic objective. To achieve this objective the Division is required to set up a mass clinic and dispense vaccine or antibiotics in a short amount of time. The requirement for this objective is that every 5 years a full-scale exercise must be done. In June 2016 the Division will be holding full scale exercise that will include: CDC, FEMA and US Marshals. A shipment from the SNS Stockpile will be received. Setting up a mass clinic will be done as part of the Hispanic Health Fair.
 - *Local Public Health Ebola Preparedness Contract Objectives CDC Cooperative Agreement* – It was pointed out that the main component of this grant is making sure the Division has all policies, procedures, training and equipment in place to administer it. This contract requires the Division to perform a mass exercise in conjunction with the Regional Healthcare Coalition. The mass exercise is scheduled for June 2016 and will include Emergency Response and Hospitals. With the Ebola Grant there are a series of drills that lead up to an additional exercise which will also be in June 2016. This exercise will be a full mass clinic and include set-up of an Emergency Operations Center (EOC). If possible, the Division would like the PH Advisory Committee along with some Public Health Board Members involved in the exercise as policy decisions will need to be made.
- Reference was made to the Waukesha County mass exercise held on 8/29/2015. This exercise required 18 months of planning and included: Police, Fire, Emergency Management, Hospitals, National Guard, Medical Examiner, etc. The exercise included many different components including: Tornados, gas explosions, sheltering, plane crashes, mass fatalities, body tagging, domestic disturbances/riots, etc. The exercise was so involved that one after-action report could not adequately summarize all that occurred. It was noted that Waukesha County went above and beyond to prepare for what could potentially happen.

The next meeting will take place on Thursday, October 08, 2015.

IV. Meeting adjourned 9:15 am.

Respectfully submitted,
/jml

Minutes approved on: 01/14/2016

Public Health Advisory Committee
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Room #1001 - Health and Human Services Building,
514 Riverview Avenue,
Thursday, September 10, 2015 8:05 – 9:15 am