

**December 9, 2020 Board of Health Meeting  
County Courthouse, Room G-302**

The Board of Health convened in open session at 5:15 pm  
The meeting was called to order by Mery Price

**Board Members Present  
Quorum is reached**

Don Bodeau  
Jennifer Eddy  
Mark Kaeding  
Mery Price  
Terry Miskulin  
Emily Berge  
Martha Nieman  
Liz Spencer (5:24pm)

**Staff Members Present:**

Lieske Giese  
Jeff Robb  
Janice Vinopal  
Tegan Ruland  
Matt Steinbach  
Gina Holt (recorder)

**Order of Agenda Request to pull items from Consent Agenda**

- None made

**Public Comment:**

- None made

**Update on COVID-19**

- COVID question and answer/discussion: The current focus beyond required disease investigation is on testing and preparing for vaccine. New quarantine guidelines are being implemented. Mitigation plan document has been out for a few weeks and the intent is to show a gradient of what kinds of things would happen if things get worse/better. Board members are encouraged to reach out to either Lieske, Audrey Boerner, or Gina Holt with any input in the plan.
- City Council resolution on postponed communicable disease ordinance was discussed. Discussion on task force and criteria of creating the task force. Nick Smiar, Terry Weld and Mery Price have been working on putting together a task force to look at the proposed ordinances. As part of the process, community listening sessions will be held. The first meeting of the task force will be mid-January. The goal is to have a completed project no later than June 2021. No charter or scope has been developed at this point. Board members discussed adding a holistic health care provider to the group.

**Consent Agenda**

- Approval of minutes from October 28, 2020
- Approval of minutes from November 11, 2020
- Approval of Northwoods Coalition mini-grant

***Motion to approve Consent Agenda as presented by Health Department staff:*** Don Bodeau

***2nd Motion:*** Terry Miskulin

***Motion Carried:*** Yes (unanimous vote)

**Business Item**

- a. Review and receive COVID-19 Public Health Expectations
- Updated expectations that came out on November 13<sup>th</sup> were reviewed and discussed.
  - If a community member would like to complain about a business, they should utilize the COVID hotline. (715) 831-7425 There is no specific spot to report complaints on the website.

***Motion to review and receive COVID-19 Public Health Expectations as presented by Health Department staff:*** Martha Nieman  
***2nd Motion:*** Liz Spencer  
***Motion Carried: Yes (unanimous vote)***

- b. Approval of 2021 Budget
- The majority of fund balance use continues to be capital purchases.
  - There was a decrease in health insurance premiums for the year.
  - Federal and State COVID funding for 2021 is still unclear.
  - Carryforward for non-calendar year grants continue to take place.
  - The team continues to be concerned about licensed programs because businesses are in a tight spot. The upcoming license year will be starting again in March and we will know more on the effects about the budget at that time.

***Motion to approve 2021 Budget as presented by Health Department Staff:*** Emily Berge  
***2nd Motion:*** Liz Spencer  
***Motion Carried: Yes (unanimous vote)***

- c. Election of Board of Health President and Vice President

***Motion to elect Mery Price as President of Board of Health for 2021:*** Jennifer Eddy  
***2nd Motion:*** Liz Spencer  
***Motion Carried: Yes (unanimous vote)***

***Motion to elect Terry Miskulin as Vice President of Board of Health for 2021:*** Liz Spencer  
***Motion Carried: Yes (unanimous vote)***

- d. Review and approval of temporary PH emergency compensation policy
- Discussion on WIFLI report and the data that was provided.
  - More than 1800 hours have been either paid out or accrued as comp time between exempt and nonexempt employees not including management staff.
  - The 10 employees listed have been working between 60-80 hours a week for the last nine months without the ability to accrue comp time or being paid out at straight time.
  - The funding would be coming from COVID funding as well as tax levy. The intention would be to utilize existing 2020 funds.
  - The City and County managers are aware of the proposal as some of the funds would come from tax levy.
  - This would not affect any programs or services at the Health Department.

***Motion to Review and approval temporary PH emergency compensation policy at \$50,000 level example three as presented by Health Department Staff:*** Martha Nieman  
***2nd Motion:*** Liz Spencer

***Motion Carried: Yes (unanimous vote)***

- e. Review and approval of Updated Board of Health Priorities and Activities and November work session
  - This was discussed at the November work session. Some updates were discussed in February 2020 and were incorporated into the document presented.

***Motion to review and approve Updated Board of Health Priorities and Activities as presented by Health Department Staff: Martha Nieman***

***2nd Motion: Don Bodeau***

***Motion Carried: Yes (unanimous vote)***

**Other policy and informational items from staff for the Board**

- a. Director/Health Officer Report
  - Proclamation discussed
- b. Correspondence/Media
  - No discussion
- c. Retirement Recognition May Her-Public Health Aide– Bilingual
  - May has made an enormous difference during her time at the Health Department. She will be missed.

**Board member informational items**

- a. Board of Health Advocacy/Policy –
  - WPHA/WALHDAB Legislative Priorities and Proposed WI Assembly coronavirus relief package
    - Importance of advocating for public health was discussed.
    - Board members are encouraged to review WALHDAB material for advocacy ideas.
    - The Wisconsin State biannual budget will be developed over the next couple of months. It will be an important next step for Public Health input.
  - November work session-discussed during agenda item 6.e
  - Board membership update
    - Liz's term ends on 12/31/2020 and while she was willing to serve another term the City deemed that Liz had met the two-term limit described by the City. The City did agree to let Liz stay on the Board for allow enough time to recruit a diverse applicant pool. The City appointment committee meets again at the end of March. Update: The appointment committee meeting is scheduled the first week of January 2021.
  - Review and finalize draft of 2021 Board of Health Calendar
    - Dates were reviewed for 20201

**Closed session** - Motion to adjourn into closed session pursuant to Wisconsin Statutes 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. To wit: Performance evaluation of Health Department Director, an employee over whom the Board of Health has supervisory control.

**Motion:** Martha Nieman

**2nd Motion:** Emily Berge

**Motion Carried on Roll Call Vote: Yes**

**Ayes:** Emily Berge, Don Bodeau, Liz Spencer, Jennifer Eddy, Mark Kaeding, Martha Nieman, Tery Miskulin

Meeting moves to closed session at 6:55 pm

The performance evaluation and compensation of Elizabeth Giese, Health Department Director/Health Officer was discussed. Following the Board discussion, the Director joined the closed session, and a verbal summary of the discussion was shared with her.

At 8:08 pm a motion was made by Martha Nieman and 2nd motion by Don Bodeau to move out of closed session and return to open session. The motion was carried by unanimous yes vote. The Board and the Director reconvened in open session.

**Staff present:** Director Elizabeth Giese

**Motion to increase Director Elizabeth Giese's annual rate of compensation by 2% effective immediately, Dec 9, 2020:** Mark Kaeding

**2nd motion:** Liz Spencer **Motion carried: Yes (Unanimous Vote)**

Next scheduled BOH meeting is January 27, 2021 at 5:15 p.m.

Merey Price adjourned the meeting at 8:12 p.m.