

BOARD OF HEALTH AGENDA
July 27, 2022, 5:15 PM
County Courthouse, Room 302 (Ground Floor)

Board of Health 2020-2024 Goals:

*Maintain Health Department's fiscal stability
Support and advocate for public health priorities
Review new and changing community/Health Dept priorities
Ongoing Board of Health improvements*

Health Department Mission:

Promoting health and safety for all Eau Claire communities

Health Department Vision:

ECCCHD will be a leader in assuring healthy people in healthy communities

1. Call to Order. Welcome Guests. Order of the Agenda. Request to pull items from Consent Agenda – 5 minutes
2. Public Comment-*The Board of Health and Eau Claire City-County Health Department welcome you. Statements pertinent to agenda items may be made by attendees during the public comment section. We do ask that statements are limited to three minutes per person. Written comments may also be provided.* minutes

For those wishing to make written public comment regarding an agenda item, you must e-mail Gina Holt at gina.holt@eauclairecounty.gov at least 90 minutes prior to the start of the meeting. Your email will be shared with the Board of Health. If you wish to make a verbal comment, please attend the meeting in person and you will be called on during the public comment session.
3. 140 Review Certificate Presentation by Christa Cup, Western Region Director, Office of Policy and Practice Alignment Division of Public Health, Eau Claire/Western Region-5 minutes
4. Consent Agenda (Action Required)- 5 minutes
 - a. Approval of minutes from June 22, 2022, meeting-enclosed
 - b. Grant/Contract Related Budget Adjustments-enclosed
 - c. Stipends-enclosed
5. Business Item (Action Required)- 30 minutes
 - a. Receive Quarterly Financial Update-enclosed
 - b. Approve State Opioid Response Funding-enclosed
 - c. Approval for Student-Compliance Check Buyer Wage Adjustment-enclosed
 - d. Approve 2022 Fund Balance Account allocations-enclosed
 - e. Approve 2023 portion of 2020 – 2024 Health Department Capital Improvement Plan-will be sent prior to meeting
 - f. Approve 2023 Pay Plan-enclosed
 - g. Review and approve draft 2023 Health Department Budget-enclosed
6. Other information items from staff for the Board- 35 minutes
 - a. COVID-19 Update-verbal
[Situation Report](#)
 - b. Health Department Report- enclosed
 - Correspondence/Media
 - c. Health Department 2023 Fee Discussion-enclosed
 - d. Strategic Plan Update-enclosed
 - e. Eau Claire Healthy Communities Quarterly Update-enclosed

- f. Employee Handbook Update Discussion-enclosed
 - g. Director Performance review mid-point update-will be sent prior to meeting
7. Board member informational items- *20 minutes*
- a. Public Health Policy/Advocacy – WPHA/WAHL DAB update verbal
 - b. Standing Committee Updates: verbal
 - City Council: [City Council Agendas | City of Eau Claire, Wisconsin \(eauclairewi.gov\)](http://eauclairewi.gov)
 - County Board: [2022 Meeting Agendas & Minutes | Eau Claire County \(eau-claire.wi.us\)](http://eau-claire.wi.us)
 - Ground Water Advisory Committee: [Groundwater Advisory | Eau Claire County \(eau-claire.wi.us\)](http://eau-claire.wi.us)
 - ARPA Funding: [ARPA Committee | Eau Claire County \(eau-claire.wi.us\)](http://eau-claire.wi.us)
 - Other
8. Requests from Board members for future agenda items to be given consideration-*5 minutes*
9. Next business meeting – August 24, 2022, 5:15 p.m.
10. Adjourn

PLEASE NOTE: Due to requirements contained in the Wisconsin Open Meetings Law, only those matters placed on this agenda may be considered by the Board of Health at this meeting. If any member of the public desires that the Board of Health consider a matter not included on this agenda, he or she should contact a Board of Health Member or the Health Department Director to have the matter considered for placement on a future Board of Health agenda. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-4854, (TDD) 839-4735 or by writing to the ADA Coordinator, Personnel Department, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

**June 22, 2022, Board of Health Meeting
County Courthouse, Room G-302**

The Board of Health convened in open session at 5:20 pm
The meeting was called to order by Mery Price

**Board Members Present
Quorum is reached**

Mery Price
Terry Miskulin
Mark Kaeding
Jennifer Eddy
Emily Berge
Kimberly Kronk

Board Members Absent:

Don Bodeau
True Vue

Staff Members Present:

Lieske Giese
Cortney Sperber
Gina Holt (recorder)

Presenter:

Maureen Busalacchi

Order of Agenda Request to pull items from Consent Agenda

- None

Public Comment:

- None

Consent Agenda

- a. Approval of minutes from May 25, 2022, meeting

Motion to approve Consent Agenda: Terry Miskulin

2nd Motion: Emily Berge

Motion Carried: Yes (unanimous vote)

Other policy and informational items from staff for the Board

- a. Health Department Report
 - New EPA Changes discussed.

Board member informational items

- a. Board of Health Legislative updates –briefly reviewed

Requests from Board members for future agenda items to be given consideration

- a. None Made

Advocacy Training -Maureen Busalacchi presented on advocacy.

Next scheduled BOH meeting is July 27, 2022, at 5:15 p.m.

Mery Price adjourned the business meeting at 5:31 p.m., the training session remained open to the public and was adjourned at 7:35 pm.

Fact Sheet – 07/27/2022 Board of Health Meeting

Agenda Item 4.b

Grant/Contract Related Budget Adjustments

Attached is a contract related budget adjustments which impacts the 2022 budget.

Budget Implication: Decrease in 2022 budget for \$3,200.

Staff recommendation: Approve budget adjustment as indicated.

Name	Funding Source	Description	Contract Start	Contract End	Contract Amount	In Adopted Budget	Increase (Decrease) in Budget
Western Wisconsin Nurse-Family Partnership Consortium Grant	United Way of the Greater Chippewa Valley (UWGCV)	This contract represents a new grant cycle. Adopted budget amount was an estimation based on our grant application. Awarded amount was slightly less than estimated.	07/01/22	06/30/23	\$95,000	\$98,200	(\$3,200)
			Total		\$95,000	\$98,200	-\$3,200

Fact Sheet 07/27/2022 Board of Health Meeting

Agenda Item 4.c

Scholarships/Stipends Received

The Eau Claire City-County Health Department has been offered the following stipend:

Agency/Individual	Description	Amount
HCET	The family planning clinic received \$1500.00 to participate in the Get Yourself Tested (GYT) campaign. This campaign is to increase public information on the importance of sexually transmitted infection risk awareness and testing, and to provide confidential, convenient, discreet, low-cost tests and treatment. This support is used to off-set costs related to planning, development, implementation, and management of GYT services.	\$1500.00
HCET	The family planning clinic received \$3000.00 to develop and support the colposcopy program. This will include materials to assist clinic staff in providing cervical cancer prevention, colposcopy, and related reproductive health services; training and/or conferences that support services related to colposcopy and/or reproductive health and family planning; and partnering with other organizations to promote services related to colposcopy in the western public health region of the state.	\$3000.00

Budget Implications: Stipends in the amount of \$4500.00

Staff Recommendation: Accept stipend.

Fact Sheet – 07/27/2022 Board of Health Meeting
Agenda Item 5.a
Quarter 2, 2022 Financial Update

Balance Sheet

- Cash is up from prior quarter because license fees were due June 30. Cash is down from previous year because of less overall spending on COVID grants.
- Accounts receivables and deferred inflows fluctuate based on timing of billings and payments.
- Prepayments fluctuate based upon timing of health insurance and life insurance payments.
- Accounts payable will fluctuate based on timing of payments. Payments are remitted weekly.
- The fund balance control accounts amount is the net of the revenues and expenses.
- The fund balance allocation will be updated once the audit is finalized, and Board of Health approves the allocation which generally occurs in July.
- The 2021 audit is being finalized, but we do not anticipate any changes.

Revenue and Expense Report

- The revised budget reflects carryover from 2021 for non-calendar year grants (\$3,459,100), along with quarter 1 and 2 grant-related budget adjustments (\$327,600) and new grants received this year (\$215,000).

Revenue

- Intergovernmental revenue appears behind because revenue generally arrives a month or two after it is billed, and due to multi-year grants in our revised budget.
- Most annual licensing renewal revenue was due June 30.
- Charges for services – intergovernmental includes the County tax allocation, Medicaid reimbursements, and other revenue billed to the state and counties. Generally, the revenue arrives a month or two after it is earned. The County tax allocation is received in monthly installments.
- Miscellaneous revenue includes non-governmental grants. The revenue generally arrives a month after it is earned.
- The entire 2022 tax allocation from the City has been received and recorded.
- The other budgeted receipts is what we initially believed we would need to use from the fund balance. We do not anticipate needing to use this.

Expense

- We are 50% of the way through the year. Certain expenses like workers compensation are paid in advance, and other expenses are paid in subsequent months.
- Personnel is the largest portion of our budget. 11.5 of 26.0 payrolls budgeted (44%) have been recorded. Personnel is underspent due to our carryover from non-calendar year grants, vacancies, and some staff coding to COVID grants instead of tax levy.

**Eau Claire City-County Health Department
Balance Sheet
As of June 30, 2022**

		Changes	
		Change from Prior Quarter	Change from Prior Year
Assets			
Cash and Investments <i>(Cash in bank , petty cash, gift cards)</i>	\$ 3,575,913	\$ 143,152	\$ (569,822)
Accounts Receivables <i>(Bills outstanding non government)</i>	\$ 161,677	\$ 123,569	\$ 53,587
Due from other governments <i>(Bills outstanding government)</i>	\$ 60,090	\$ 713	\$ (21,143)
Taxes Receivable	\$ -	\$ -	\$ -
Prepayments <i>(Payments made in advance i.e. health, life insurance)</i>	\$ 103,067	\$ 2,137	\$ 101,902
Inventories <i>(Radon kits)</i>	\$ 3,719	\$ 516	\$ 1,868
Allowance for Doubtful Accts <i>(Estimate of uncollectables)</i>	\$ (143)	\$ -	\$ 207
Total Assets	\$ 3,904,323	\$ 270,087	\$ (433,401)
Liabilities			
Accounts Payable <i>(Amts owed incl. payroll taxes, health, life)</i>	\$ 192,285	\$ 64,355	\$ (23,620)
Accrued Liabilities <i>(Accrued Payroll done at year end)</i>	\$ -	\$ (1,582)	\$ -
Due to other governments <i>(Sales tax, state license fees, rent to County)</i>	\$ 228,553	\$ 27,753	\$ 209,798
Deferred Inflows <i>(Amt billed-not received, advance on contracts)</i>	\$ 221,620	\$ 124,284	\$ 39,754
Total Liabilities	\$ 642,457	\$ 214,810	\$ 225,933
Fund Balances			
Fund Balance <i>(Restricted, non-spendable prepayments, inventories)</i>	\$ 2,220,281	\$ -	\$ (529,719)
Control Accounts <i>(Current year revenue over (under) expense)</i>	\$ 1,041,586	\$ 55,277	\$ (129,615)
Total Fund Balances	\$ 3,261,866	\$ 55,277	\$ (659,334)
Total Liabilities and Fund Balances	\$ 3,904,323	\$ 270,087	\$ (433,401)

	<u>12/31/2021</u>
<i>Non-Spendable Pre Payment</i>	TBD
<i>Non-Spendable Inventory</i>	TBD
<i>Restricted to Particular Projects</i>	TBD
<i>Restricted - Capital Purchases</i>	TBD
<i>Restrcted - Working Capital</i>	TBD
<i>Restricted - Special Projects</i>	TBD
Fund Balance at 12/31/20	\$ -

**Eau Claire City-County Health Department
Revenue and Expense Statement
As of June 30, 2022**

Revenues	Adoped Budget	Revised Budget	YTD Actual	% of Bdgt	Change from Prior Quarter	Change from Prior Year
Intergovernmental <i>(Federal and state grants)</i>	\$ 2,686,600	\$ 6,290,300	\$ 1,442,009	22.9%	\$ 989,018	\$ (226,501)
Licenses & Permits <i>(Lodging, restaurant, sanitary etc.)</i>	\$ 708,800	\$ 708,800	\$ 531,003	74.9%	\$ 503,696	\$ (22,176)
Fines & Forfeitures	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -
Charges for Services <i>(Water tests, vaccinations inspections etc.)</i>	\$ 134,800	\$ 134,800	\$ 70,958	52.6%	\$ 17,017	\$ 24,080
Charges for Services - Intergov. <i>(Medicaid, schools, County tax)</i>	\$ 1,653,400	\$ 1,653,400	\$ 757,691	45.8%	\$ 483,835	\$ 23,887
Misc revenue <i>(Gifts, reimbursements, non-governmental grants)</i>	\$ 290,800	\$ 634,900	\$ 265,178	41.8%	\$ 91,322	\$ 164,901
Other Financing Sources <i>(Taxes from City, CDBG revenue)</i>	\$ 2,091,000	\$ 2,144,900	\$ 2,052,582	95.7%	\$ 14,590	\$ 20,361
Other Budgeted Receipts <i>(Budget only-use of fund balance)</i>	\$ 369,700	\$ 369,700	\$ -	0.0%	\$ -	\$ -
Total Revenues	\$ 7,935,100	\$ 11,936,800	\$ 5,119,420	42.9%	\$ 2,099,478	\$ (15,449)
Expenses						
Personnel <i>(Payroll, benefits, auto allowance)</i>	\$ 6,815,900	\$ 9,633,000	\$ 2,928,057	30.4%	\$ 1,516,762	\$ (193,461)
Contractual Services <i>(Postage, computer service, rent, advertising, audit, etc.)</i>	\$ 694,400	\$ 1,696,000	\$ 899,325	53.0%	\$ 353,005	\$ 317,688
Utilities <i>(Phones, garbage)</i>	\$ 40,600	\$ 47,700	\$ 24,010	50.3%	\$ 10,318	\$ (560)
Fixed Charges <i>(License & Permits, Workers Comp)</i>	\$ 25,000	\$ 28,500	\$ 19,588	68.7%	\$ 3,416	\$ (892)
Supplies <i>(Office, lab, medical, equipment, gift cards, etc.)</i>	\$ 283,800	\$ 435,200	\$ 156,627	36.0%	\$ 112,696	\$ (4,794)
Contributions & Other Payments <i>(Payments to other organizations)</i>	\$ -	\$ -	\$ 3,895	0.0%	\$ 1,672	\$ 2,616
Capital Purchases <i>(Long term purchases over \$5,000)</i>	\$ 50,000	\$ 50,000	\$ 20,950	41.9%	\$ 20,950	\$ (5,832)
Other Financing Uses <i>(Debt service for debt on unfunded pension)</i>	\$ 25,400	\$ 46,400	\$ 25,383	54.7%	\$ 25,383	\$ (600)
Total Expenses	\$ 7,935,100	\$ 11,936,800	\$ 4,077,834	34.2%	\$ 2,044,201	\$ 114,166
Net Revenue Over / (Under) Expenses			\$ 1,041,586		\$ 55,277	\$ (129,615)

Financial Statement Explanations

Balance Sheet Categories

Notes

Assets

Cash and Investments	Cash accounts - including petty cash
Accounts Receivables	Receivables
Due from Other Governments	Receivables from federal, state, local governments and school districts
Taxes Receivable	Amounts on the Tax Roles not yet received (Septic Maintenance, Reinspection Fees etc.)
Prepayments	Payments made in advance, e.g., health and life insurance
Inventories	Currently this includes radon test kits
L-T Receivables	Allowance for uncollectable accounts (clinic)

Liabilities

Accounts Payable	Payments owed for products and services received
Accrued Liabilities	Includes accrued payroll expenses at year end
Deposits	Grants not totally spent out (we may have to return)
Due to Other Governments	Sales tax payable, state license fees, county rent
Deferred Inflows	Amounts billed but not yet received; now also includes advance on contracts

Fund Balances

Fund Balance	Comprised of restricted amounts and non-spendable pre-payments and inventories
Control Accounts	Net of revenue and expense control accounts for current year

Revenue and Expense Categories

Revenues

Intergovernmental	Federal, state and other aid/grants
Licenses & Permits	License & permit revenue; e.g., lodging, restaurant, sanitary
Charges for Services	Fees for services rendered; e.g., water testing, vaccinations, inspection fees
Charges for Services - Intergovernmental	Services to governments; e.g., Eau Claire County tax levy, Medicaid payments, school districts
Misc Revenue	Grants from non-government agencies, e.g., Security Health, United Way
Other Financing Sources	Tax Levy from the City of Eau Claire, Transfers from Community Development Block Grant - intensified housing
Other Budgeted Receipts	Fund balance use

Expenses

Personnel	Wages, payroll taxes and benefits
Contractual Services	Postage, computer service charges, rent, equipment leases, advertising, auditing, etc.
Utilities	Phones & garbage
Fixed Charges	Licenses & permits, workers compensation and property & liability insurance
Supplies	Office, lab, medical, etc.
Contributions & Other Payments	Miscellaneous payments made to outside organizations and consultants
Capital Purchases	Long term purchases - over \$5,000 each
Other Financing Uses	Transfers to debt service - In 2008, debt was issued to pay off the unfunded pension. This is the Health Department portion of the yearly amount. Obligation is expected to be paid off 04/01/2028.
Other Disbursements	Budgeted excess of revenue over expenses which would go into Fund Balance

Supervisor	Program	Project	Start	End	Project Description
Peggy	2084	25002	01/01/22	12/31/22	MCH
Cortney	2081	25004	10/01/21	09/30/22	Prevention
Nicole	2086	25006	01/01/22	12/31/22	Reg Radon Info Center
Beth	2083	25007	01/01/22	12/31/22	Childhood Lead
Jackie	2085	25008	01/01/22	12/31/22	Immunization
Beth	2083	25009	01/01/22	12/31/22	Prenatal Care Coordination
Beth	2083	25014	01/01/22	09/30/22	DOT Child Passenger Safety
Jackie	2085	25017	07/01/22	06/30/23	Wisconsin Well Woman
Jackie	2085	25028	07/01/22	06/30/23	Public Health Emergency Preparedness
Peggy	2084	25029	07/01/22	06/30/23	Tobacco
Beth	2083	25041	01/01/22	12/31/22	Blood Lead Testing/EH Investigation
Jackie	2085	25045	07/01/22	06/30/23	Medical Reserve Corps - State
Peggy	2084	25056	01/01/22	12/31/22	Alliance For Substance Abuse Prevention
Jackie	2085	25057	01/01/22	12/31/22	Hep B Case Management
Beth	2083	25060	01/01/22	12/31/22	WIC Grant - Program Admin
Beth	2083	25061	01/01/22	12/31/22	WIC Grant Client Srvcs
Beth	2083	25062	01/01/22	12/31/22	WIC Grant Nutrition Ed
Beth	2083	25063	01/01/22	12/31/22	WIC Grant Brst Feed Promo/Support
Beth	2083	25064	01/01/22	12/31/22	WIC Farmers Mkt Nutrition Program
Beth	2083	25065	01/01/22	12/31/22	WIC Brst Feeding Peer Counseling
Beth	2083	25069	10/01/21	09/30/22	Fit Family
Tegan	2082	25070	04/01/22	03/31/23	Reproductive Health-Title X Grant
Tegan	2082	25071	01/01/22	12/31/22	Reproductive Health-Program Generated Revenue
Tegan	2082	25072	01/01/22	12/31/22	Reproductive Health-Colposcopy
Cortney	2081	25079	01/01/22	12/31/22	Healthy Communities Council
Cortney	2081	25081	01/01/22	12/31/22	Comm Health Partnership Project
Peggy	2084	25095	01/01/22	12/31/22	Oral Health Promotion
Jackie	2085	25100	01/01/22	12/31/22	HIV Partner Services
Jackie	2085	25102	01/01/22	12/31/22	Get Yourself Tested
Jackie	2085	25110	07/01/22	06/30/23	TB Dispensary
Jackie	2085	25111	01/01/22	12/31/22	TB MA
Beth	2083	25120	01/01/22	12/31/22	Safe Sleep
Nicole	2086	25130	01/01/22	12/31/22	EC Food Program - Self Assessment
Peggy	2084	25140	01/01/22	12/31/22	Mental Health Action Team - Mhat
Beth	2083	25142	07/01/22	06/30/23	Nurse Family Partnership Program
Peggy	2084	25145	07/01/22	06/30/23	HWPP - Mental Health Matters
Nicole	2086	25160	08/01/21	07/31/22	CDBG
Nicole	2086	25182	01/01/22	12/31/22	Hoarding Task Force
Jackie	2085	25193	07/01/22	06/30/23	Communicable Disease & Prevention
Cortney	2081	25198	10/01/21	09/30/22	Innovative Diabetes & Cardio Vas
Peggy	2084	25199	07/01/22	06/30/23	Diabetes Cardio Vascular
Peggy	2084	25202	09/01/21	08/30/22	Overdose Fatality
Beth	2083	25209	01/01/22	12/31/22	WIC Interpreters
Peggy	2084	25210	01/01/22	12/31/22	Diversion
Beth	2083	25212	10/01/21	09/30/22	Family Foundations
Peggy	2084	25213	01/01/22	12/31/22	Substance Use Prevention
Peggy	2084	25215	02/01/22	01/31/23	Sexual Violence Prevention
Peggy	2084	25217	09/01/21	08/31/22	Overdose Data to Action (OD2A) Community Prevention
Lieske/Marisa	2080	25218	01/01/22	12/31/22	Quarantine No Grant
Peggy	2084	25224	09/01/21	08/31/22	Strategic Prevention Framework-Partnerships for Success
Lieske/Marisa	2085	25225	07/14/21	06/30/23	COVID Community Testing Support Program
Lieske/Marisa	2085	25226	10/01/20	10/31/22	COVID Contact Tracing ELC

Supervisor	Program	Project	Start	End	Project Description
Lieske/Marisa	2085	25227	10/01/20	10/31/22	COVID Response
Cortney	2081	25230	11/01/21	10/31/22	Eau Claire COVID Vaccination Outreach
Cortney	2081	25231	11/01/21	10/31/22	Western Region COVID Vaccination Outreach
Lieske	2080	25233	07/01/22	06/30/23	WWPHRC/OPEHC
Lieske	2080	25234	07/01/22	06/30/23	WWPHRC/OPEHC Carryover
Beth	2083	25236	10/01/21	09/30/22	Family Foundations ARP
Lieske/Marisa	2085	50292	01/01/22	12/31/22	COVID Other No Grant
Lieske/Marisa	2085	25237	07/01/21	06/30/24	Imm COVID Supp 3 Cons
Beth	2083	25238	01/01/22	12/31/22	WIC Pilot
Lieske/Marisa	2085	25239	03/01/21	12/31/24	ARPA COVID Recovery Fund
Lieske/Marisa	2085	25240	07/01/21	06/30/23	Public Health Workforce
Tegan	2082	25241	01/01/22	12/31/22	Reproductive Health-Women's Health Block Grant
Tegan	2082	25242	01/01/22	12/31/22	Reproductive Health-Pregnancy Outreach
Cortney	2081	25243	01/01/22	12/31/22	Group Health COVID Outreach
Peggy	2084	25244	01/01/22	12/31/22	Compeer Financial Farmers Market
Cortney	2081	25245	01/01/22	05/31/23	Mobilizing Community for a Just Response (MC4JR)

07/27/2022 Board of Health Meeting-

Agenda Item 5.b

State Opioid Response (SOR) Prevention Funding

The ECCCHD, as fiscal agent for the Alliance for Substance Misuse Prevention, has been awarded \$11,040 for the purchase of prescription drug lock boxes and medication deactivation units through the State Opioid Response Prevention Project. The purpose of prescription drug lock boxes is to provide people a tool to safely secure medications in their homes to prevent diversion of medications for nonmedical purposes. The purpose of the at-home medication deactivation bag strategy is to offer an option to conveniently, safely, and responsibly dispose of unused and expired medications to reduce the potential for diversion.

For this funding mechanism, substance misuse prevention coalitions across the state were eligible to apply for funding to support strategies for reducing prescription drug misuse.

In Eau Claire County:

- Misuse of prescription drugs and use of illegal drugs (marijuana, heroin, methamphetamine, and others) has been identified as a top health priority in Eau Claire County, 2021 Eau Claire County Community Health Assessment
- 6% of Eau Claire County high school students have reported misusing any prescription drug in the last 30 days (2019 Eau Claire County Youth Risk Behavior Survey)

The Alliance for Substance Misuse Prevention will collaborate with Eau Claire County Extension and the Neighbor to Neighbor: Together in Ministry program to provide outreach, and distribution of prescription drug lockboxes and deactivation units throughout the county. Additional partners for distribution include Lutheran Social Services of WI and Upper Michigan, Eau Claire Area Hmong Mutual Assistance Association, Jail Reentry program, Police Departments, Sheriff's Office, Homeless Shelter, The Community Table, Senior Centers, hospitals, and other partnering agencies.

Budget Implication: SOR funding will support the purchase of lock boxes and medication deactivation units for distribution in Eau Claire County.

Staff Recommendation: Approve acceptance of the SOR funding of \$11,040 for the Alliance for Substance Misuse Prevention to purchase medication 300 lock boxes and 600 deactivation units.

Prepared by Peggy O'Halloran, Community Health Promotion Division Manager & Sarah Dillivan-Pospisil, Public Health Specialist



Fact Sheet –Board of Health Meeting**Agenda Item 5.c****Approval for Student-Compliance Check Buyer Wage Adjustment**

The position of Student-Compliance Check Buyer in the health department pay plan is used to hire young people to implement the annual tobacco and alcohol compliance checks completed by the Eau Claire City- County Health Department staff in partnership with local law enforcement. As part of the Wisconsin WINS and Strategic Prevention Framework programs, the ECCCHD coordinates retailer compliance checks in the county. Checks are an evidence-based practice to reduce youth access to tobacco and alcohol products and required to meet grant objectives.

Currently, this position is in the pay structure at minimum wage, and due to the short-term nature of the employment, does not include a step progression. Due to the level of responsibility and complexity of the position for employees conducting these checks, and because recruitment for this part time position with specific age requirements can be challenging, this proposal recommends a wage increase to \$10/hour.

Some other health departments in Wisconsin have either increased the pay for compliance checkers or are considering a similar pay increase. To recruit youth to complete this important role, we would like to make this pay adjustment.

Budget Implication: A change from the current \$7.25/hour to \$10/hour for this position would involve an estimated increase of \$123.15 per year.

Staff recommendation: Approve the pay increase for Student-Compliance Check Buyer from minimum wage to \$10/hour effective June 1, 2022 in time for compliance checks to resume after a break due to Covid in 2020 and 2021.

Prepared by Peggy O'Halloran, Community Health Promotion Division

Eau Claire City-County Health Department

2.5% Increase

Effective 01/01/22

		1	2	3	4	5	6	7	8	9
Range/Job Title		STEPS								
PP00-1	Student-Compliance Check Buyer	\$ 7.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	A	\$ 11.85	\$ 12.08	\$ 12.56	\$ 13.06	\$ 13.46	\$ 13.80	\$ 13.94		
PP01-1	Intern									
	B	\$ 12.67	\$ 12.93	\$ 13.44	\$ 13.98	\$ 14.40	\$ 14.76	\$ 14.91	\$ 15.06	\$ 15.21
PP02-1	Environmental Health Aide (intern)									
	E	\$ 15.52	\$ 15.83	\$ 16.47	\$ 17.13	\$ 17.64	\$ 18.08	\$ 18.26	\$ 18.45	\$ 18.63
PP05-4	Bilingual Interpreter									
	F	\$ 16.61	\$ 16.94	\$ 17.62	\$ 18.33	\$ 18.88	\$ 19.35	\$ 19.54	\$ 19.74	\$ 19.93
PP06-4	Public Health Aide									
PP06-3	WIC Breastfeeding Peer Counselor									
	G	\$ 17.77	\$ 18.13	\$ 18.85	\$ 19.61	\$ 20.20	\$ 20.70	\$ 20.91	\$ 21.12	\$ 21.33
PP07-2	Office Associate									
PP07-4	Public Health Aide-Bilingual									
PP07-5	WIC Aide									
	H	\$ 19.02	\$ 19.40	\$ 20.17	\$ 20.98	\$ 21.61	\$ 22.15	\$ 22.37	\$ 22.60	\$ 22.82
PP08-1	Program Assistant									
	I	\$ 20.92	\$ 21.34	\$ 22.19	\$ 23.08	\$ 23.77	\$ 24.37	\$ 24.61	\$ 24.86	\$ 25.11
PP09-3	Health Benefits Specialist									
PP09-4	Youth Advocacy Advisor									
	J	\$ 23.01	\$ 23.47	\$ 24.41	\$ 25.39	\$ 26.15	\$ 26.80	\$ 27.07	\$ 27.34	\$ 27.62
PP10-5	Project Specialist									
PP10-7	Program Specialist									
	K	\$ 25.31	\$ 25.82	\$ 26.85	\$ 27.93	\$ 28.76	\$ 29.48	\$ 29.78	\$ 30.08	\$ 30.38
PP11-1	Chemist-Microbiologist 1									
PP11-2	Community Health Educator 1									
PP11-3	Environmental Health Specialist 1									
	M	\$ 30.63	\$ 31.24	\$ 32.49	\$ 33.79	\$ 34.80	\$ 35.67	\$ 36.03	\$ 36.39	\$ 36.76
PP13-8	Chemist-Microbiologist 2									
PP13-9	Environmental Health Specialist 2									
PP13-10	Public Health Dietician									
PP13-11	Public Health Nurse									
PP13-12	Public Health Specialist									
	N	\$ 33.69	\$ 34.36	\$ 35.74	\$ 37.17	\$ 38.28	\$ 39.24	\$ 39.64	\$ 40.03	\$ 40.43
PP14-1	Budget Specialist									
PP14-2	Project Manager									
PP14-3	Communications Specialist									
	O	\$ 37.06	\$ 37.80	\$ 39.31	\$ 40.89	\$ 42.11	\$ 43.16	\$ 43.60	\$ 44.04	\$ 44.48
PP15-2	Division Manager									
	P	\$ 40.77	\$ 41.58	\$ 43.24	\$ 44.97	\$ 46.32	\$ 47.48	\$ 47.96	\$ 48.44	\$ 48.92
PP16-2	Nurse Practitioner-Family Planning									
	Q	\$ 40.77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48.92
PP17-1	Assistant Director									
	R	\$ 48.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58.71
PP18-1	Director-Health Officer									

**Fact Sheet -07/27/2022 Board of Health Meeting
 Agenda Item 5.d
 Fund Balance Allocation**

The Fund Balance at the end of 2021 had a combined balance of \$2,220,281 representing the total of the accounts as shown below. In 2020, the fund balance totaled \$2,749,999. The decrease in the overall fund balance is related to the planned spending of the \$862,361 fund balance restricted to COVID-19 work from unspent tax levy in 2020.

The entire fund balance is considered a restricted account to the Health Department on the City of Eau Claire's Balance Sheet. Each year the Board of Health further restricts the balances into the highlighted sub-accounts listed below. In 2021, after adjusting all the Fund Balance accounts as required, we have \$392,760 to allocate to Board of Health designated sub-accounts.

The staff recommends that we allocate the \$392,760 of Fund Balance into Capital Purchases and Working Capital as shown below.

Description	Total After Adjustment	Year-End Adjustment
Nonspendable-Prepayments	\$113,839	
Nonspendable-Inventory	\$1,643	
Restricted Projects		
Capital Purchases	\$400,000	\$39,340
Working Capital	\$1,453,420	\$253,420
Special Projects	\$150,000	\$100,000
Cooking Matters	\$310	
Special Rev-CHPP	\$1,129	
Oral Health	\$2,111	
Special Safe Sleep	\$4,612	
Mental Hlth Team	\$1,408	
Hoarding Task Force	\$1,662	
Special Diversion	\$521	
Substance Use Prev	\$67,141	
COVID-19	\$0	
Alliance/Substance Abuse	\$14,980	
Colposcopy Serv	\$96	
Healthy Comm Council	\$7,409	
Total	\$2,220,281	\$392,760

2022 Budgeted Amount for Operations

Based on Total Budget	
Total	\$7,935,100
1 Month's Expenses	\$661,300
2 Month's Expenses	\$1,322,600
3 Month's Expenses	\$1,983,900

Based on Non-Grant/Project Budget

Total	\$4,411,300
1 Month's Expenses	\$367,600
2 Month's Expenses	\$735,200
3 Month's Expenses	\$1,102,800

Staff recommendation:

Approve the Health Department Fund Balance as presented.

Board of Health
Fact Sheet
Agenda Item 4 a.
Establishing Fund Balance Restrictions

Background information: The Fund Balance at the end of 2012 had a combined balance of \$ 779,773 representing the total of the following accounts:

Non-spendable Prepayments	- \$ 74,074	- Includes Health & Life Insurance, plus Clinic product payments
Non-spendable Inventory	- \$ 1,571	- Includes on hand Radon Test Kits
Restricted – Health Department	- \$693,987	- General – undesignated Fund balance
Restricted – Rabies Cash	- \$ 6,592	- Separate cash account for Rabies Clinic
Restricted – Breastfeeding Clinic Cash	- \$ 3,549	- Separate cash account for Breastfeeding clinic

As mentioned previously the entire fund balance is considered to be a restricted account on the City balance sheet.

Proposal:

- A. Set up three sub-accounts under the Restricted – Health Department account as follows:
 - 1. Restricted - Capital Purchases - The purpose of the fund would be to purchase equipment based on the equipment purchase replacement schedule which would include EH lab equipment and Clinic Documentation software as well as other major one time expenditures. A copy of the schedule is attached for reference.
 - 2. Restricted - Emergency Operating Reserve – The goal of which would be to establish a Fund Balance Reserve of two to three months of operational expenses.
 - 3. Restricted - Special Projects - This would be used to hire consultants or fund projects beyond the scope of normal operational expenses. These projects would support development or implementation of Health Department strategic priorities.
- B. Additions to or withdrawals from all fund balance accounts would require approval by the Board of Health.
- C. Board of Health would review annually the account allocations for the restricted Health Department Fund Balance accounts.

Recommendations: Approve establishing the three sub-accounts under the Restricted – Health Department account as shown above. Approve establishing a Board of Health Approval requirement for the additions to or withdrawals from Fund Balance accounts. Approve the annual review of account allocations by the Board of Health.

Fact Sheet – 07/27/2022 Board of Health Meeting**Agenda Item 5.e****2023 Capital Improvement Plan (CIP)**

The 2020-2024 Capital Improvement Plan (CIP) is a five-year plan created to help forecast upcoming purchases and capital improvement projects to achieve the strategic goals of the Eau Claire City-County Health Department. The CIP includes all equipment, software, renovations, and other large recurring expenses for the Health Department. Projects and equipment within the proposed CIP may change as priorities and technologies evolve. The expenditures are brought to Board of Health each year to review proposed modifications, and to consider approval of proposed expenditures for the next budget year.

The 2020-2024 CIP, as modified in July of 2022, proposes a total cost of \$709,988 over the five-year timeframe, which is an increase of \$121,598 from the original plan that was presented in July of 2019. Among the changes from the original CIP, includes the incorporation of \$8,600 annually for reaccreditation rather than a fee every 5 years starting in 2023, \$16,300 for projectors and remote meeting device purchases in 2022, an additional cost of \$4,800 for replacing vaccine refrigerators and freezer in 2020, and \$5,450 for GPS units purchased in 2019. The CIP was revised to include all computer replacements in 2023 and 2024 rather than just those in the Operations Division which is an additional \$84,000 over the next 2 years. This computer equipment increase reflects an increase in cost per unit and a shortened replacement schedule to maintain support through the County IS department. Of the total projected cost in the modified plan, \$160,578 (23%) is proposed for 2023. Specific expenses include \$50,000 to renovate the family planning clinic space (this was moved from 2022), \$37,000 for ongoing medical software annual expenses, \$42,000 to upgrade laptops and desktops that are due for replacement, \$8,600 for reaccreditation, and \$18,000 for a compensation study, in addition to several supply expenses of lesser amounts. The revised 2020-2024 CIP projects \$194,606 to be expended in 2024. The total savings required each year to account for depreciation of all the equipment, supplies, and space furnishings portions of the CIP inventory is around \$62,000. This includes around \$23,000 of depreciation for laboratory and field supplies and equipment for the Environmental Sciences and Regulation & Licensing divisions that are accounted for when calculating fees and fund balance savings.

Budget Implication:

Expense of \$160,576 for capital improvements/equipment purchases in 2023 and modification of total 2020-2024 CIP proposed expenses to \$709,988.

Staff recommendation:

Approve 2023 Capital Improvement expenditures.

Prepared by Marisa Stanley, Operations Division

CAPITAL IMPROVEMENT PLAN SCHEDULE

Equipment/Renovations	Replacement Cost	Year Purchased	First Replacement Year	Full Life	2020	2021	2022	2023	2024
Multifunction Device - Main Copier	\$5,200	2016	2021	5	\$0	\$5,200	\$0	\$0	\$0
Multifunction Device - Printroom	\$2,000	2016	2021	5	\$0	\$3,500	\$0	\$0	\$0
Multifunction Device - EH	\$2,000	2016	2021	5	\$0	\$2,000	\$0	\$0	\$0
Multifunction Device - FPC	\$2,000	2016	2021	5	\$0	\$2,000	\$0	\$0	\$0
Multifunction Device - Nursing	\$5,200	2016	2021	5	\$0	\$5,200	\$0	\$0	\$0
Multifunction Device - WIC	\$2,000	2016	2021	5	\$0	\$2,000	\$0	\$0	\$0
Multifunction Device - WIC 2	\$2,000	2016	2021	5	\$0	\$2,000	\$0	\$0	\$0
Multifunction Device - Lieske	\$1,500	2016	2021	7	\$0	\$1,500	\$0	\$0	\$0
Multifunction Device - Accounting	\$2,000	2016	2021	5	\$0	\$2,000	\$0	\$0	\$0
Multifunction Device - Imm Clinic	\$1,500	2016	2021	8	\$0	\$1,500	\$0	\$0	\$0
Multifunction Device - Imm Clinic 2	\$1,500	2016	2021	8	\$0	\$1,500	\$0	\$0	\$0
Paper Folder	\$2,000	2022	2030	8	\$0	\$0	\$2,000	\$0	\$0
Refrigerator - Vaccine-imm room	\$3,900	2021	2031	10	\$0	\$3,900	\$0	\$0	\$0
Refrigerator - Vaccine-FP clinic	\$3,000	2009	2019	10	\$0	\$0	\$2,500	\$0	\$0
Freezer - FPC	\$300	2022	2032	10	\$0	\$0	\$300	\$0	\$0
Refrigerator - Vaccine-imm room	\$3,900	2022	2032	10	\$0	\$0	\$3,900	\$0	\$0
Data Loggers- refrigerator CVFC	\$160	2022	2032	10	\$0	\$0	\$160	\$0	\$0
Data Loggers - Travel (4)	\$800	2022	2021	2	\$0	\$180	\$0	\$800	\$0
Data Loggers Annual Service Fee & Recalibration	\$826	2022	2023	1	\$0	\$0	\$826	\$826	\$826
Data Logger - refrigerator imm room	\$160	2022	2032	10	\$0	\$0	\$160	\$0	\$0
Data Logger - refrigerator imm room	\$160	2022	2032	10	\$0	\$0	\$160	\$0	\$0
Data Logger -freezer	\$160	2022	2032	10	\$0	\$0	\$160	\$0	\$0
Data Logger - spare	\$160	2020	2022	2	\$160	\$0	\$160	\$0	\$160
Data Loggers-refrigerator FPC	\$160	2022	2032	10	\$0	\$0	\$160	\$0	\$0
Vaccine Frig Cooler	\$800	2019	2024	5	\$0	\$0	\$0	\$0	\$800
Vaccine Frig Cooler	\$800	2019	2024	5	\$0	\$0	\$0	\$0	\$800
Vaccine Freezer Cooler	\$3,600	2020	2030	10	\$3,600	\$0	\$0	\$0	\$0
Vaccine Frig Cooler	\$800	2019	2024	5	\$0	\$0	\$0	\$0	\$800
CAPR (replace 4 years but can go longer)	\$1,300	2021	2025	4	\$0	\$1,300	\$0	\$0	\$0
CAPR	\$1,300	2021	2025	4	\$0	\$1,300	\$0	\$0	\$0
CAPR	\$1,300	2021	2025	4	\$0	\$1,300	\$0	\$0	\$0
CAPR Filter Caps (get 3)	\$400	2021	2031	10	\$0	\$400	\$0	\$0	\$0
Lens Cuff (Multiple)	\$300	2021	2026	5	\$0	\$300	\$0	\$0	\$0
AED battery outside main office	\$170	2018	2020	2	\$170	\$0	\$170	\$0	\$170
AED adult pads outside main office	\$70	2018	2020	2	\$70	\$0	\$70	\$0	\$70
AED battery between WIC and main office	\$170	2018	2022	4	\$0	\$0	\$170	\$0	\$0
AED adult pads between WIC and main office	\$70	2018	2021	3	\$0	\$70	\$0	\$0	\$70
AED pediatric pads between WIC and main office	\$110	2018	2021	3	\$0	\$110	\$0	\$0	\$110
N95 Masks 3 cases	\$320	2018	2023	5	\$0	\$0	\$0	\$320	\$0
Data Loggers-refrigerator CVFC	\$180	2019	2021	2	\$0	\$180	\$0	\$180	\$0

Equipment/Renovations	Replacement Cost	Year Purchased	First Replacement Year	Full Life	2020	2021	2022	2023	2024
Refrigerator - Vaccine CVFC	\$2,500	2021	2031	10	\$0	\$2,500	\$0	\$0	\$0
Air Compressor	\$1,800	2004	2024	20	\$0	\$0	\$0	\$0	\$1,800
Analytical Balance	\$2,000	2001	2021	20	\$0	\$2,000	\$0	\$0	\$0
Atomic Absorption Spectrophotometer	\$60,000	2005	2025	20	\$0	\$0	\$0	\$0	\$0
Cabinets/Countertops Resurface	\$30,000	2016	2066	50	\$0	\$0	\$0	\$0	\$0
Gas Chromatograph/Mass Spec	\$95,000	2016	2036	20	\$0	\$0	\$0	\$0	\$0
Ph/mV Meter	\$1,200	2016	2036	20	\$0	\$0	\$0	\$0	\$0
Refrigerator - Chemistry	\$1,800	2016	2036	20	\$0	\$0	\$0	\$0	\$0
Fume Hood	\$10,500	2018	2048	30	\$0	\$0	\$0	\$0	\$0
Vacuum Pump	\$1,500	1994	2019	25	\$0	\$0	\$0	\$0	\$0
Refrigerator/Freezer - Bacti&Chemistry	\$3,300	2017	2037	20	\$0	\$0	\$0	\$0	\$0
Air Velocity Meter	\$1,200	2000	2025	25	\$0	\$0	\$0	\$0	\$0
Carbon Monoxide Detector	\$500	2005	2020	15	\$500	\$0	\$0	\$0	\$0
Indoor Air Quality Monitor	\$1,500	2000	2020	20	\$1,500	\$0	\$0	\$0	\$0
Noise Meter(Octave Band Analyzer)	\$400	2013	2033	20	\$0	\$0	\$0	\$0	\$0
Multi-gas meter	\$5,600	2004	2014	15	\$0	\$0	\$0	\$0	\$0
Infrared	\$100	2018	2028	10	\$0	\$0	\$0	\$0	\$0
Moisture meter	\$100	2019	2029	10	\$0	\$0	\$0	\$0	\$0
Refrigerator - Environmental Health	\$800	1995	2020	25	\$800	\$0	\$0	\$0	\$0
Self-Leveling Rotary Laser Transit	\$450	2013	2033	20	\$0	\$0	\$0	\$0	\$0
XRF Analyzer	\$15,000	1999	2024	25	\$0	\$0	\$0	\$0	\$15,000
XRF Maintenance/Source Replacement	\$2,850	2021	2023	2	\$0	\$2,850	\$0	\$2,850	\$0
All-in-one Infant Station with side rails	\$1,005	2018	2038	20	\$0	\$0	\$0	\$0	\$0
All-in-one Infant Station with side rails	\$1,005	2018	2038	20	\$0	\$0	\$0	\$0	\$0
HemoCue HB301	\$500	2017	2027	10	\$0	\$0	\$0	\$0	\$0
HemoCue HB301	\$500	2017	2027	10	\$0	\$0	\$0	\$0	\$0
HemoCue HB301	\$500	2017	2027	10	\$0	\$0	\$0	\$0	\$0
HemoCue HB301	\$500	2017	2027	10	\$0	\$0	\$0	\$0	\$0
HemoCue HB301	\$500	2017	2027	10	\$0	\$0	\$0	\$0	\$0
LeadCare II Analyzer	\$2,500	2018	2033	15	\$0	\$0	\$0	\$0	\$0
All-in-one Adult Station	\$1,165	2017	2037	20	\$0	\$0	\$0	\$0	\$0
All-in-one Adult Station	\$1,165	2017	2037	20	\$0	\$0	\$0	\$0	\$0
All-in-one Adult Station	\$1,165	2017	2037	20	\$0	\$0	\$0	\$0	\$0
All-in-one Infant Station with side rails	\$1,005	2018	2037	20	\$0	\$0	\$0	\$0	\$0
Analytical Balance	\$4,000	2015	2035	20	\$0	\$0	\$0	\$0	\$0
Autoclave	\$32,000	2016	2031	15	\$0	\$0	\$0	\$0	\$0
Biological Safety Cabinet	\$6,500	2018	2038	20	\$0	\$0	\$0	\$0	\$0
Cabinets/Countertops Resurface	\$55,000	2018	2068	50	\$0	\$0	\$0	\$0	\$0
Colony Counter	\$1,000	2017	2032	15	\$0	\$0	\$0	\$0	\$0
Dishwasher	\$4,500	2018	2038	20	\$0	\$0	\$0	\$0	\$0
Incubator - Spore Ampoule	\$1,400	2017	2037	20	\$0	\$0	\$0	\$0	\$0

Equipment/Renovations	Replacement Cost	Year Purchased	First Replacement Year	Full Life	2020	2021	2022	2023	2024
Incubator - Watter Samples	\$4,000	2004	2024	20	\$0	\$0	\$0	\$0	\$4,000
Incubator - Food	\$4,700	2019	2039	20	\$0	\$0	\$0	\$0	\$0
Incubator - Pools	\$2,500	2015	2035	20	\$0	\$0	\$0	\$0	\$0
Incubator - E. coli	\$4,700	2020	2040	20	\$4,700	\$0	\$0	\$0	\$0
Refrigerator/Freezer - Dual	\$2,400	2017	2037	20	\$0	\$0	\$0	\$0	\$0
Refrigerator/Freezer - Pools & Beaches	\$1,800	2016	2036	20	\$0	\$0	\$0	\$0	\$0
Refrigerator/Freezer - PCR	\$1,800	2016	2036	20	\$0	\$0	\$0	\$0	\$0
Fume Hood	\$3,300	2018	2038	20	\$0	\$0	\$0	\$0	\$0
Disecting Microscope	\$2,600	2021	2041	20	\$0	\$2,600	\$0	\$0	\$0
QuantiTray Sealer	\$5,000	2020	2030	10	\$5,000	\$0	\$0	\$0	\$0
Real-Time PCR	\$34,000	2014	2034	20	\$0	\$0	\$0	\$0	\$0
Reverse Osmosis/De-ionizer	\$3,200	2015	2035	20	\$0	\$0	\$0	\$0	\$0
Water Bath (Media)	\$650	2017	2037	20	\$0	\$0	\$0	\$0	\$0
Water Bath Circulating (Prewarming)	\$2,200	2014	2034	20	\$0	\$0	\$0	\$0	\$0
Water Bath PCR	\$650	2017	2037	20	\$0	\$0	\$0	\$0	\$0
Food Scale	\$500	2018	2028	10	\$0	\$0	\$0	\$0	\$0
Algae Torch	\$9,000	2016	2031	15	\$0	\$0	\$0	\$0	\$0
pH/mV Meter	\$1,200	2018	2038	20	\$0	\$0	\$0	\$0	\$0
Range Hood	\$400	2018	2048	30	\$0	\$0	\$0	\$0	\$0
Stovetop	\$200	2018	2028	10	\$0	\$0	\$0	\$0	\$0
Drying Oven	\$1,200	2005	2035	30	\$0	\$0	\$0	\$0	\$0
Microcentrifuge - PCR	\$1,300	2018	2033	15	\$0	\$0	\$0	\$0	\$0
Audiometer	\$2,000	2016	2026	10	\$0	\$0	\$0	\$0	\$0
Audiometer	\$2,000	2016	2026	10	\$0	\$0	\$0	\$0	\$0
Dorm Refrigerators - Food Admin. 3.0 cu ft.	\$200	2010	2015	5	\$200	\$0	\$0	\$0	\$0
Dorm Refrigerators - Food WIC 3.0 cu ft.	\$200	2010	2015	5	\$200	\$0	\$0	\$0	\$0
Colposcopy Camera	\$2,000	2022	2032	10	\$0	\$0	\$2,000	\$0	\$0
Microscope - FP clinic	\$2,500	2012	2032	20	\$0	\$0	\$0	\$0	\$0
Public Health Nursing Software-Nightingale Notes	\$27,000	2019	2020	1	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000
FPC Electronic Medical Records	\$7,500	2019	2019	1	\$7,500	\$7,500	\$9,000	\$10,000	\$10,000
Refrigerator - Food Nursing 10 cu ft.	\$200	2010	2020	10	\$200	\$0	\$0	\$0	\$0
Seca Measuring Mat	\$80	2019	2029	10	\$0	\$0	\$0	\$0	\$0
Seca Measuring Mat	\$80	2019	2029	10	\$0	\$0	\$0	\$0	\$0
Seca Measuring Mat	\$80	2019	2029	10	\$0	\$0	\$0	\$0	\$0
Seca Measuring Mat	\$80	2019	2029	10	\$0	\$0	\$0	\$0	\$0
Doran Baby Scale w/4100-c carrying case	\$255	2019	2034	15	\$0	\$0	\$0	\$0	\$0
Doran Baby Scale w/4100-c carrying case	\$255	2019	2034	15	\$0	\$0	\$0	\$0	\$0
Doran Baby Scale w/4100-c carrying case	\$255	2019	2034	15	\$0	\$0	\$0	\$0	\$0
Doran Baby Scale w/4100-c carrying case	\$255	2019	2034	15	\$0	\$0	\$0	\$0	\$0
Colorimeter	\$1,800	2016	2031	15	\$0	\$0	\$0	\$0	\$0
Purge and Trap Concentrator	\$12,000	2018	2038	20	\$0	\$0	\$0	\$0	\$0

Equipment/Renovations	Replacement Cost	Year Purchased	First Replacement Year	Full Life	2020	2021	2022	2023	2024
Back up Refrigerator Commercial Room 520	\$2,000	2015	2025	10	\$0	\$0	\$0	\$0	\$0
Colposcope	\$15,000	2014	2021	7	\$0	\$15,000	\$0	\$0	\$0
Dorm Refrigerators - EH 2.7 cu ft.	\$120	2010	2015	5	\$120	\$0	\$0	\$0	\$0
Compensation Study	\$18,000	2018	2023	5	\$0	\$0	\$0	\$18,000	\$0
Projectors/Remote Meeting Devices	\$7,000	2016	2021	5	\$0	\$0	\$16,300	\$0	\$0
Computers/Accessories	\$12,000	2019	2020	1	\$12,000	\$12,000	\$12,000	\$42,000	\$66,000
Autoclave - FPC	\$3,500	2018	2033	15	\$0	\$0	\$0	\$0	\$0
Trimble R1 GPS Unit	\$2,725	2019	2029	10	\$0	\$0	\$0	\$0	\$0
Trimble R1 GPS Unit	\$2,725	2019	2029	10	\$0	\$0	\$0	\$0	\$0
Water related equipment, software, consultant, data	\$50,000	2019	2019	5	\$0	\$0	\$0	\$0	\$50,000
Reaccrediation	\$8,600	2023	2024	1	\$0	\$0	\$0	\$8,600	\$8,600
Annual Accrediation Service Fee	\$8,400	2024	2025	1	\$0	\$0	\$0	\$0	\$8,400
Renovations - FPC	\$50,000	2012	2020	30	\$0	\$0	\$0	\$50,000	\$0
Renovations - WIC	\$23,000	2018	2019	30	\$0	\$0	\$0	\$0	\$0
Renovations - NFP/WIC Storage Room	\$50,000	2012	2020	30	\$50,000	\$0	\$0	\$0	\$0
Renovations - HE/Front Office	\$22,570	2018	2048	30	\$0	\$0	\$0	\$0	\$0
Renovations - Mother's Room	\$11,000	2018	2048	30	\$0	\$0	\$0	\$0	\$0
Renovations - Main Cubicle Area	\$94,312	2015	2045	30	\$0	\$0	\$0	\$0	\$0
Renovations - Imm Clinic	\$35,000	2012	2025	30	\$0	\$0	\$0	\$0	\$0
Renovations - Storage Spaces	\$55,000	2012	2021	30	\$0	\$55,000	\$0	\$0	\$0
Renovations - Environmental Health	\$45,000	2017	2047	30	\$0	\$0	\$0	\$0	\$0
Total Funds Requested	\$1,070,278				\$113,720	\$163,890	\$77,196	\$160,576	\$194,606



Fact Sheet – 07/27/2022 Board of Health Meeting**Agenda Item 5.f****Health Department 2023 Pay Plan**

Attached is the 2023 Pay Plan representing an economic increase of 2.5%. Annually, the Board of Health reviews and approves the pay plan.

Economic increases are designed to promote retention of current employees, attract qualified and desirable candidates to fill vacant positions and ensure the health department remains a competitive employer in the market. The 2018 compensation study noted that these increases largely keep the ECCCHD pay scale in line with market values between larger reviews of overall compensation.

The proposed pay plan is currently built into the budget draft being brought forward. A change to the overall percentage would impact the overall budget as presented. The cost directly related to a 2.5% economic increase is estimated at \$126,900.

Budget Implication: \$126,900 as a 2.5% economic increase which is built into the proposed 2023 budget.

Staff recommendation: Approve the 2023 pay plan.

Eau Claire City-County Health Department

Effective 01/01/23

2.5% Increase

Range/Job Title		1	2	3	4	5	6	7	8	9
		STEPS								
PP00-1	Student-Compliance Check Buyer	\$ 10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	A	\$ 12.15	\$ 12.38	\$ 12.88	\$ 13.40	\$ 13.80	\$ 14.15	\$ 14.29		
PP01-1	Intern									
	B	\$ 12.99	\$ 13.25	\$ 13.79	\$ 14.33	\$ 14.76	\$ 15.13	\$ 15.28	\$ 15.44	\$ 15.59
PP02-1	Environmental Health Aide (intern)									
	E	\$ 15.92	\$ 16.24	\$ 16.88	\$ 17.56	\$ 18.08	\$ 18.53	\$ 18.73	\$ 18.90	\$ 19.10
PP05-4	Bilingual Interpreter									
	F	\$ 17.04	\$ 17.36	\$ 18.06	\$ 18.79	\$ 19.34	\$ 19.82	\$ 20.03	\$ 20.23	\$ 20.44
PP06-4	Public Health Aide									
PP06-3	WIC Breastfeeding Peer Counselor									
	G	\$ 18.21	\$ 18.58	\$ 19.32	\$ 20.10	\$ 20.71	\$ 21.23	\$ 21.43	\$ 21.65	\$ 21.86
PP07-2	Office Associate									
PP07-4	Public Health Aide-Bilingual									
PP07-5	WIC Aide									
	H	\$ 19.49	\$ 19.87	\$ 20.68	\$ 21.50	\$ 22.15	\$ 22.70	\$ 22.94	\$ 23.15	\$ 23.40
PP08-1	Program Assistant									
	I	\$ 21.44	\$ 21.87	\$ 22.74	\$ 23.65	\$ 24.36	\$ 24.97	\$ 25.23	\$ 25.49	\$ 25.73
PP09-3	Health Benefits Specialist									
PP09-4	Youth Advocacy Advisor									
	J	\$ 23.59	\$ 24.06	\$ 25.03	\$ 26.02	\$ 26.80	\$ 27.47	\$ 27.75	\$ 28.02	\$ 28.30
PP10-5	Project Specialist									
PP10-7	Program Specialist									
	K	\$ 25.94	\$ 26.46	\$ 27.51	\$ 28.62	\$ 29.48	\$ 30.22	\$ 30.52	\$ 30.83	\$ 31.14
PP11-1	Chemist-Microbiologist 1									
PP11-2	Community Health Educator 1									
PP11-3	Environmental Health Specialist 1									
	M	\$ 31.40	\$ 32.02	\$ 33.30	\$ 34.63	\$ 35.68	\$ 36.56	\$ 36.93	\$ 37.31	\$ 37.68
PP13-8	Chemist-Microbiologist 2									
PP13-9	Environmental Health Specialist 2									
PP13-10	Public Health Dietician									
PP13-11	Public Health Nurse									
PP13-12	Public Health Specialist									
	N	\$ 34.52	\$ 35.23	\$ 36.62	\$ 38.10	\$ 39.24	\$ 40.22	\$ 40.63	\$ 41.04	\$ 41.44
PP14-1	Finance Manager									
PP14-2	Project Manager									
PP14-3	Communications Specialist									
	O	\$ 37.99	\$ 38.75	\$ 40.29	\$ 41.91	\$ 43.17	\$ 44.25	\$ 44.68	\$ 45.13	\$ 45.58
PP15-2	Division Manager									
	P	\$ 41.78	\$ 42.62	\$ 44.32	\$ 46.10	\$ 47.49	\$ 48.67	\$ 49.16	\$ 49.65	\$ 50.14
PP16-2	Nurse Practitioner-Family Planning									
	Q	\$ 41.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.14
PP17-1	Assistant Director									
	R	\$ 50.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60.18
PP18-1	Director-Health Officer									

Fact Sheet – 07/27/2022 Board of Health Meeting

Agenda Item 5.g

2023 Health Department Budget

Attached is a draft of the 2023 Eau Claire City-County Health Department budget. This packet includes a historical look at the Health Department budgets compared to the 2023 preliminary budget, and a more detailed breakdown of projected revenue and expenses. Board of Health is reviewing this first draft for approval at this point in the budget submission cycle. Revisions are anticipated through the Fall, and the final budget is reviewed and approved in December.

The draft budget includes the following assumptions:

Revenue

- A 2% increase in tax levy based on the initial indications of increase in property valuations. This is an estimate, has been discussed with City and County, and will be finalized in August.
- Grant and contract revenue is down \$416,900 compared to 2022. This is mainly due to a \$329,100 decrease in the Title X grant funding. Additionally, in 2022 we budgeted \$100,000 for WWPHRC/OPEHC contractual carryover funds that we will not receive in 2023, the Innovative Diabetes & Heart Disease Prevention Grant will end decreasing our budget by \$46,600, and due to fluctuations in eligibility, Prenatal Care Coordination revenue is projected to be \$30,000 less.
- We are proposing a slight to moderate increase in license fees which results in a small projected increase in license and fee revenue

Expenses

- Currently, our draft budget includes a 2.5% economic wage increase. The City is using a 1.25% increase in January and a 1.25% increase in July. The County is using a 3% increase.
- Personnel expenses in the 2023 are \$46,000 less than the 2022 budget. This decrease is related to one-time grants that began in 2022 that will continue into 2023 and 2024. These grants are included in the 2022 budget, and portions of the grant will carry over into 2023 and 2024. We estimate \$497,000 in additional personnel expenses in 2023 will be covered by grant carryover from 2022 and are not included in our draft budget.
- Wisconsin Retirement System (WRS) contributions will increase from 6.5% to 6.8% of salary.
- Health insurance premiums are estimated to increase by 2%.
- The employer/employee cost share of health insurance remains at 88%/12%.
- We are estimating a 10% increase in retiree health insurance due to an increase in premiums and retirements in 2023. We are aware of 3-4 tentatively planned retirements by the end of 2023. Within the next 5 years, a total of 11 employees are eligible for retirement (no dates confirmed) based on years of service and age.
- The Health Department rental lease agreement with the County expires December 31, 2022. We are estimating a 5% increase to building rental, but the new lease agreement will not be finalized until later this year.
- The transfer to debt service is an annual payment for the unfunded pension liability. The debt is expected to be paid in full on April 1, 2028.
- We budgeted \$50,000 in capital purchases for our Family Planning Clinic which is expected to come from fund balance. This was budgeted for previously but was not completed due to COVID

and funding restrictions. Capital purchases are equipment and building projects over \$5,000. Some items in the Capital Improvement Plan (CIP) are included in the Equipment Purchase line item (equipment less than \$5,000 each) and Computer Service Charge (computer related charges).

Our initial draft budget for 2023 estimates \$7,212,400 in revenue, and \$7,800,200 in expenses. The estimated fund balance use is \$587,800 which includes the \$50,000 budgeted for capital purchases, and the remaining amount is currently needed to cover ongoing operational expenses. We do not anticipate using the full \$587,800 fund balance. At this point in the budget process it is not unusual to have use of fund balance for operations although the amount this year is much larger than previous years. The team has been working and will continue to work this summer/fall on strategies to cover this gap. The use of fund balance will also be less if we receive additional grant funding that is anticipated and with staff vacancies.

Staff recommendation: Approve the draft 2023 Budget as presented.

**Eau Claire City-County Health Department
Budget Comparison**

Description	2018		2019		2020		2021		2022	2023
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual (Prelim)	Budget	Proposed Budget
Revenue										
City Tax Levy	\$ 1,824,900	\$ 1,824,900	\$ 1,887,100	\$ 1,887,100	\$ 1,918,600	\$ 1,918,600	\$ 1,955,400	\$ 1,955,400	\$ 1,989,800	\$ 2,029,600
County Tax Levy	\$ 1,200,500	\$ 1,200,468	\$ 1,214,200	\$ 1,214,200	\$ 1,243,200	\$ 1,243,200	\$ 1,283,100	\$ 1,283,090	\$ 1,334,200	\$ 1,361,000
Subtotal Tax Levy	\$ 3,025,400	\$ 3,025,368	\$ 3,101,300	\$ 3,101,300	\$ 3,161,800	\$ 3,161,800	\$ 3,238,500	\$ 3,238,490	\$ 3,324,000	\$ 3,390,600
City Debt Payment	\$ 17,900	\$ 17,900	\$ 16,900	\$ 16,900	\$ 16,500	\$ 16,500	\$ 16,200	\$ 16,200	\$ 15,800	\$ 15,400
County Debt Payment	\$ 10,900	\$ 10,875	\$ 10,400	\$ 10,323	\$ 10,100	\$ 10,064	\$ 9,800	\$ 9,837	\$ 9,600	\$ 9,400
Sewage System Maint	\$ 95,000	\$ 96,595	\$ 97,000	\$ 97,750	\$ 98,000	\$ 99,105	\$ 100,000	\$ 99,250	\$ 103,700	\$ 100,700
License & Permits	\$ 695,400	\$ 700,393	\$ 726,100	\$ 704,557	\$ 729,000	\$ 605,292	\$ 694,700	\$ 650,355	\$ 708,800	\$ 713,700
Charges for Services	\$ 265,000	\$ 492,190	\$ 484,500	\$ 434,936	\$ 447,700	\$ 276,874	\$ 380,900	\$ 296,692	\$ 340,700	\$ 327,300
Grants & Contracts	\$ 1,725,700	\$ 1,650,632	\$ 1,478,500	\$ 1,858,848	\$ 2,074,500	\$ 4,734,621	\$ 2,928,500	\$ 4,086,114	\$ 3,062,800	\$ 2,655,300
Total Revenue	\$ 5,835,300	\$ 5,993,953	\$ 5,914,700	\$ 6,224,614	\$ 6,537,600	\$ 8,904,256	\$ 7,368,600	\$ 8,396,938	\$ 7,565,400	\$ 7,212,400
Fund Balance Use*	\$ 191,600	\$ 95,069	\$ 283,800	\$ (121,663)	\$ 222,100	\$ (1,287,405)	\$ 209,800	\$ 529,719	\$ 369,700	\$ 587,800
Expense										
Personnel	\$ 5,271,400	\$ 5,059,132	\$ 5,435,900	\$ 5,217,547	\$ 5,891,200	\$ 6,315,573	\$ 6,271,500	\$ 6,733,995	\$ 6,815,900	\$ 6,769,900
Other	\$ 695,500	\$ 854,103	\$ 712,600	\$ 781,400	\$ 756,000	\$ 1,248,854	\$ 1,144,400	\$ 2,165,880	\$ 1,069,200	\$ 980,300
Capital	\$ 60,000	\$ 175,787	\$ 50,000	\$ 104,004	\$ 112,500	\$ 52,425	\$ 162,500	\$ 26,782	\$ 50,000	\$ 50,000
Total Expense	\$ 6,026,900	\$ 6,089,022	\$ 6,198,500	\$ 6,102,951	\$ 6,759,700	\$ 7,616,851	\$ 7,578,400	\$ 8,926,657	\$ 7,935,100	\$ 7,800,200
Fund Balance at Year End	\$ 1,244,400	\$ 1,340,931	\$ 1,057,131	\$ 1,462,594	\$ 1,240,494	\$ 2,749,999	\$ 2,540,199	\$ 2,220,280	\$ 1,850,580	\$ 1,262,780

*Numbers in brackets add to Fund Balance

Other Information	2018	2019	2020	2021	2022	2023
Economic Wage Increase	2.00%	2.00%	2.00%	2.00%	2.50%	2.50%
Health Ins Premium Increase	4.00%	4.00%	4.00%	-1.00%	1.00%	2.00%
Employer Share of WRS	6.70%	6.55%	6.75%	6.75%	6.50%	6.80%

**Eau Claire City-County Health Department
2023 Proposed Budget
Revenue**

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2023 PROPOSED	22-23 CHANGE	22-23 % CHANGE
TAX LEVY CITY	\$1,955,400	\$1,989,800	\$2,029,600	\$39,800	2.00%
TAX LEVY COUNTY	\$16,200	\$15,800	\$15,400	-\$400	-2.53%
UNFUNDED PENSION PYMT CITY	\$1,283,090	\$1,334,200	\$1,361,000	\$26,800	2.01%
UNFUNDED PENSION PYMT COUNTY	\$9,837	\$9,600	\$9,400	-\$200	-2.08%
TAXES	\$3,264,527	\$3,349,400	\$3,415,400	\$66,000	1.97%
FEDERAL AID-OTHER	\$1,078,808	\$768,200	\$790,500	\$22,300	2.90%
STATE AID-OTHER	\$14,662	\$9,500	\$5,500	-\$4,000	-42.11%
E.C. SCHOOLS-OTHER AID	\$2,500	\$2,500	\$0	-\$2,500	-100.00%
CARS-FEDERAL AID	\$2,334,065	\$1,764,700	\$1,362,500	-\$402,200	-22.79%
CARS-STATE AID	\$212,023	\$141,700	\$141,100	-\$600	-0.42%
INTERGOVERNMENTAL REVENUE	\$3,642,058	\$2,686,600	\$2,299,600	-\$387,000	-14.40%
LODGING LICENSE - HEALTH	\$18,095	\$22,000	\$23,400	\$1,400	6.36%
RECREATIONAL FACILITY	\$5,699	\$8,500	\$9,100	\$600	7.06%
POOL LICENSE - HEALTH	\$43,376	\$53,000	\$50,100	-\$2,900	-5.47%
RETAIL FOOD LICENSE	\$101,830	\$105,000	\$127,000	\$22,000	20.95%
RESTAURANT - HEALTH	\$284,693	\$345,000	\$338,800	-\$6,200	-1.80%
MOBILE HOME PARK LICENSE	\$16,634	\$14,500	\$14,900	\$400	2.76%
OTHER BUS/OCC LICENSE	\$7,117	\$7,000	\$7,600	\$600	8.57%
SANITARY PERMITS	\$147,005	\$135,000	\$125,000	-\$10,000	-7.41%
TATTOO & BODY PIERCING PERMITS	\$9,500	\$8,300	\$7,800	-\$500	-6.02%
WELL PERMITS	\$12,750	\$9,000	\$9,000	\$0	0.00%
OTHER PERMITS	\$2,320	\$1,500	\$1,000	-\$500	-33.33%
OTHER FINES/FORFEITURES	\$1,336	\$0	\$0	\$0	0.00%
LICENSES & PERMITS	\$650,355	\$708,800	\$713,700	\$4,900	0.69%
TB TESTING	\$288	\$100	\$100	\$0	0.00%
WATER SAMPLES	\$37,636	\$42,000	\$45,000	\$3,000	7.14%
HEPATITIS B VACCINE	\$521	\$0	\$0	\$0	0.00%
FLU SHOTS	\$0	\$100	\$100	\$0	0.00%
FAMILY PLANNING-INDIVIDUAL	\$1,172	\$6,000	\$6,000	\$0	0.00%
RADON KIT SALES	\$1,664	\$3,500	\$3,500	\$0	0.00%
PLAT REVIEW	\$50	\$500	\$500	\$0	0.00%
LANDFILL INSPECTION FEES	\$621	\$800	\$800	\$0	0.00%
SOIL TEST REVIEWS & FILING	\$10,550	\$9,000	\$11,000	\$2,000	22.22%
RENTAL REGISTRATION FEES	\$790	\$1,000	\$500	-\$500	-50.00%
AA/CG SAMPLES	\$19,841	\$10,000	\$15,000	\$5,000	50.00%
HEALTH DEPT-MISC	\$8,922	\$20,000	\$9,000	-\$11,000	-55.00%
HOUSING RE-INSPECTION FEE	\$8,990	\$8,000	\$8,500	\$500	6.25%
BLOOD LEAD TESTING/EH INV	-\$16	\$5,000	\$3,000	-\$2,000	-40.00%
SCHOOL INSPECTION FEES	\$7,590	\$10,000	\$10,000	\$0	0.00%
DIVERSION PROGRAM	\$489	\$600	\$600	\$0	0.00%
SPECIAL CHG-HSG REINSPECT	\$13,900	\$17,500	\$30,000	\$12,500	71.43%
SPECIAL CHG-SEPTIC MAINT-	\$770	\$700	\$700	\$0	0.00%
CHARGES FOR SERVICES	\$113,778	\$134,800	\$144,300	\$9,500	7.05%
SERV TO EC CO-SEPTIC MAIN	\$99,250	\$103,000	\$100,000	-\$3,000	-2.91%
FORWARD HLTH-MEDICAID REIMB	\$26,915	\$45,000	\$26,000	-\$19,000	-42.22%
FAMILY PLANNING-TITLE 19	\$136,438	\$142,700	\$142,700	\$0	0.00%
WI DNR-LAB TESTING	\$14,764	\$15,000	\$15,000	\$0	0.00%
STATE OF WISC-MISC	\$4,767	\$3,900	\$0	-\$3,900	-100.00%
OTHER COUNTIES-MISC	\$31	\$0	\$0	\$0	0.00%
CHARGES FOR SERVICES-INTERGOV	\$282,165	\$309,600	\$283,700	-\$25,900	-8.37%
MISC GRANT REVENUE	\$315,051	\$288,200	\$238,300	-\$49,900	-17.31%
GIFTS & DONATIONS	\$6,325	\$2,600	\$32,000	\$29,400	1130.77%

MISC REIMBURSEMENTS & REF	\$14,367	\$0	\$0	\$0	0.00%
MISCELLANEOUS REVENUE	\$2	\$0	\$0	\$0	0.00%
TSF FROM CDBG	\$108,311	\$85,400	\$85,400	\$0	0.00%
MISCELLANEOUS	\$444,056	\$376,200	\$355,700	-\$20,500	-5.45%
FUND BALANCE USED-OPERATING		\$369,700	\$587,800	\$218,100	58.99%
TOTAL REVENUE	\$8,396,938	\$7,935,100	\$7,800,200	-\$134,900	-1.70%

**Eau Claire City-County Health Department
2023 Proposed Budget
Expenses**

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2023 PROPOSED	22-23 CHANGE	22-23 % CHANGE
PAYROLL WAGES	\$4,655,284	\$4,593,500	\$4,592,700	-\$800	-0.02%
P/R OVERTIME	\$36,258	\$0	\$0	\$0	0.00%
SPECIAL PAYS	\$12,063	\$11,800	\$11,800	\$0	0.00%
EMPLOYER PAID BENEFITS	\$340,950	\$351,200	\$352,400	\$1,200	0.34%
WRF(ER)	\$283,158	\$294,500	\$309,100	\$14,600	4.96%
HEALTH INS(ER)	\$1,055,578	\$1,176,000	\$1,119,400	-\$56,600	-4.81%
HEALTH INSURANCE DEDUCTIBLE	\$58,700	\$61,400	\$56,800	-\$4,600	-7.49%
RETIREE-HLTH INS	\$210,186	\$218,500	\$241,000	\$22,500	10.30%
RETIREE DEDUCTIBLE	\$13,300	\$13,300	\$13,400	\$100	0.75%
EDUCATION REIMBURSEMENT	\$5,774	\$13,000	\$4,000	-\$9,000	-69.23%
AUTO ALLOWANCE	\$43,169	\$82,700	\$68,400	-\$14,300	-17.29%
MISC REIMBURSEMENTS	\$19,574	\$0	\$900	\$900	0.00%
PERSONNEL	\$6,733,995	\$6,815,900	\$6,769,900	-\$46,000	-0.67%
UNEMPLOYMENT COMPENSATION	\$1,352	\$3,000	\$1,500	-\$1,500	-50.00%
POSTAGE & SHIPPING	\$28,090	\$18,600	\$13,100	-\$5,500	-29.57%
COMPUTER SERVICE CHARGES	\$104,557	\$91,700	\$90,400	-\$1,300	-1.42%
DIGITAL MATERIALS SERVICE	\$26,383	\$0	\$5,600	\$5,600	0.00%
PRINTING & BINDING	\$19,475	\$18,400	\$12,500	-\$5,900	-32.07%
ADVERTISING/MARKETING	\$98,985	\$35,900	\$24,700	-\$11,200	-31.20%
AUDITING	\$4,067	\$7,600	\$5,000	-\$2,600	-34.21%
REPAIRS TO TOOLS & EQUIP	\$3,536	\$1,600	\$3,100	\$1,500	93.75%
BUILDING RENTAL	\$130,449	\$131,600	\$137,200	\$5,600	4.26%
OTHER RENTAL	\$2,940	\$3,600	\$2,700	-\$900	-25.00%
LAUNDRY & DRY CLEANING	\$374	\$500	\$500	\$0	0.00%
CONTRACTUAL EMPLOYMENT	\$777,423	\$183,300	\$16,400	-\$166,900	-91.05%
CONVENIENCE FEES	\$2,535	\$2,000	\$2,500	\$500	25.00%
PROFESSIONAL SERVICES	\$387	\$200	\$200	\$0	0.00%
LEGAL SERVICES	\$0	\$1,000	\$1,000	\$0	0.00%
TRAINING/MEETINGS	\$32,376	\$110,800	\$94,300	-\$16,500	-14.89%
MEMBERSHIP DUES	\$31,368	\$23,500	\$27,600	\$4,100	17.45%
RECRUITMENT EXPENSES	\$1,680	\$2,000	\$1,000	-\$1,000	-50.00%
MISC CONTRACTUAL SERVICES	\$411,515	\$59,100	\$205,800	\$146,700	248.22%
CONTRACTUAL SERVICES	\$1,677,491	\$694,400	\$645,100	-\$49,300	-7.10%
TELEPHONES	\$12,480	\$12,200	\$9,100	-\$3,100	-25.41%
MOBILE COMMUNICATION	\$38,984	\$27,800	\$40,500	\$12,700	45.68%
GARBAGE SERVICE	\$0	\$600	\$300	-\$300	-50.00%
UTILITIES	\$51,464	\$40,600	\$49,900	\$9,300	22.91%
LICENSE & PERMITS	\$969	\$4,200	\$4,200	\$0	0.00%
WORKERS COMPENSATION COST	\$20,452	\$20,000	\$21,000	\$1,000	5.00%
LIABILITY & PROPERTY INSURANCE	\$0	\$800	\$700	-\$100	-12.50%
FIXED CHARGES	\$21,421	\$25,000	\$25,900	\$900	3.60%
OFFICE SUPPLIES	\$14,897	\$33,800	\$11,900	-\$21,900	-64.79%
BOOKS & PERIODICALS	\$13,964	\$3,700	\$2,300	-\$1,400	-37.84%
AWARDS & TROPHIES	\$1,543	\$900	\$1,500	\$600	66.67%
HEALTH EDUC SUPPLIES	\$1,403	\$1,000	\$700	-\$300	-30.00%
NUTRITIONAL EDUC SUPPLIES	\$5,990	\$5,400	\$4,600	-\$800	-14.81%
ENVIRONMENTAL SUPPLIES	\$1,225	\$1,700	\$1,400	-\$300	-17.65%
HEPATITIS B VACCINE	-\$5	\$1,500	\$1,500	\$0	0.00%
FLU VACINE	\$1,482	\$3,500	\$3,500	\$0	0.00%
RADON TEST KITS	\$1,533	\$4,500	\$4,000	-\$500	-11.11%
LAB SUPPLIES	\$56,800	\$40,000	\$45,000	\$5,000	12.50%
MEDICAL SUPPLIES	\$49,831	\$59,200	\$31,200	-\$28,000	-47.30%

UNIFORMS	\$32	\$0	\$0	\$0	0.00%
GASOLINE	\$312	\$0	\$0	\$0	0.00%
REPAIR PARTS & SUPPLIES	\$650	\$1,300	\$1,300	\$0	0.00%
EQUIPMENT PURCHASES (< \$5,000)	\$92,335	\$28,800	\$48,000	\$19,200	66.67%
GIFT CARDS	\$24,701	\$0	\$39,100	\$39,100	0.00%
OTHER MATERIALS & SUPPLIES	\$116,230	\$98,500	\$26,600	-\$71,900	-72.99%
SUPPLIES	\$382,924	\$283,800	\$222,600	-\$61,200	-21.56%
PMT TO OTHER ORGANIZATION	\$6,598	\$0	\$12,000	\$12,000	0.00%
CONTRIB & OTHER PAYMENTS	\$6,598	\$0	\$12,000	\$12,000	0.00%
CAPITAL PURCHASES	\$26,782	\$50,000	\$50,000	\$0	0.00%
CAPITAL PURCHASES	\$26,782	\$50,000	\$50,000	\$0	0.00%
TSF TO DEBT SERVICE	\$25,983	\$25,400	\$24,800	-\$600	-2.36%
OTHER FINANCING USES	\$25,983	\$25,400	\$24,800	-\$600	-2.36%
TOTAL EXPENSES	\$8,926,657	\$7,935,100	\$7,800,200	-\$134,900	-1.70%

Project	Description	2022 Adpoted	2023 Proposed	Change
		Budget	Budget	
25002	MCH	\$ 46,600	\$ 49,200	\$ 2,600
25004	Prevention	\$ 10,900	\$ 10,900	\$ -
25006	Reg Radon Info Center	\$ 9,800	\$ 9,800	\$ -
25007	Childhood Lead	\$ 9,800	\$ 9,700	\$ (100)
25008	Immunization	\$ 22,100	\$ 27,500	\$ 5,400
25009	Prenatal Care Coordination	\$ 65,000	\$ 35,000	\$ (30,000)
25014	DOT Child Passenger Safety	\$ 4,000	\$ -	\$ (4,000)
25017	Wisconsin Well Woman	\$ 72,800	\$ 69,100	\$ (3,700)
25028	Public Health Emergency Preparedness	\$ 52,500	\$ 53,500	\$ 1,000
25029	Tobacco	\$ 54,400	\$ 54,400	\$ -
25041	Blood Lead Testing/EH Investigation	\$ 5,000	\$ 3,000	\$ (2,000)
25045	Medical Reserve Corps - State	\$ 4,500	\$ 4,500	\$ -
25056	Alliance For Substance Abuse Prevention	\$ 2,500	\$ -	\$ (2,500)
25057	Hep B Case Management	\$ 3,900	\$ -	\$ (3,900)
25060	WIC Grant - Program Admin	\$ 387,700	\$ 382,900	\$ (4,800)
25064	WIC Farmers Mkt Nutrition Program	\$ 4,700	\$ 4,700	\$ -
25065	WIC Brst Feeding Peer Counseling	\$ 17,100	\$ 27,000	\$ 9,900
25069	Fit Family	\$ 17,500	\$ 17,000	\$ (500)
25070	Repro Health-Title X Grant	\$ 558,100	\$ 229,000	\$ (329,100)
25071	Repro Health-Program Generated Revenue	\$ 148,700	\$ 148,700	\$ -
25079	Healthy Communities Council	\$ 2,600	\$ -	\$ (2,600)
25081	Comm Health Partnership Project	\$ -	\$ 32,000	\$ 32,000
25100	HIV Partner Services	\$ 35,300	\$ 35,300	\$ -
25102	Get Yourself Tested	\$ -	\$ 3,000	\$ 3,000
25130	EC Food Program - Self Assessment	\$ 5,400	\$ -	\$ (5,400)
25142	Nurse Family Partnership Program	\$ 98,200	\$ 95,000	\$ (3,200)
25145	HWPP - Mental Health Matters	\$ 150,000	\$ 140,300	\$ (9,700)
25160	CDBG	\$ 85,400	\$ 85,400	\$ -
25193	Communicable Disease & Prevention	\$ 7,000	\$ 7,000	\$ -
25198	Innovative Diabetes & Cardio Vas	\$ 46,600	\$ -	\$ (46,600)
25199	Diabetes Cardio Vascular	\$ 40,000	\$ 40,000	\$ -
25202	Overdose Fatality	\$ 35,000	\$ 35,000	\$ -
25209	WIC Interpreters	\$ 8,900	\$ 5,000	\$ (3,900)
25210	Diversion	\$ 600	\$ 600	\$ -
25212	Family Foundations	\$ 414,400	\$ 414,400	\$ -
25213	Substance Use Prevention	\$ 40,000	\$ 46,300	\$ 6,300
25215	Sexual Violence Prevention	\$ 90,000	\$ 90,000	\$ -
25217	Overdose Data to Action Community Prevention	\$ 85,000	\$ 85,000	\$ -
25224	SPF-PFS	\$ 300,000	\$ 300,000	\$ -
25233	WWPHRC/OPEHC	\$ 196,600	\$ 216,200	\$ 19,600
25234	WWPHRC/OPEHC Carryover	\$ 100,000	\$ -	\$ (100,000)
25236	Family Foundations ARP	\$ -	\$ 20,300	\$ 20,300
25238	WIC Pilot	\$ -	\$ 8,500	\$ 8,500
25241	Repro Health-Women's Health Block Grant	\$ 35,900	\$ 35,900	\$ -
25242	Repro Health-Pregnancy Outreach	\$ 6,000	\$ 6,000	\$ -
Total		\$ 3,280,500	\$ 2,837,100	\$ (443,400)

Board of Health Meeting 07/25/2022

Agenda Item 6.b

Eau Claire City-County Health Department Report to the Board of Health

Staff:

Emily Dejka has served as a UW-Madison Population Health Service Fellow with our department for the past 2 years. Her fellowship is coming to an end, but we are excited to share that she will be staying at the Health Department for another year! Emily will be a Public Health Specialist working on special projects within the Operations Division starting July 1, 2022. She will be focusing on workforce development, health equity, and other initiatives that come up over the next year.



Josie Knauber joined the health department on June 27 as a Public Health Nurse in the Healthy Beginnings division. She will be working within the Nurse-Family Partnership program. Josie was previously the Health Officer in Buffalo County and we are thrilled that she is bringing her skills and talents to Eau Claire!

Grant Zastoupil is a UW-Madison Population Health Services Fellow that just began a two-year term with the health department on July 1. Grant received his BS in Genetics and Cellular biology from the University of Minnesota- Twin Cities and attained his Master's in Public Health in Community Health Promotion with a minor in health equity. Grant is interested in exploring interaction between people and place to create healthy living. We are very excited to have Grant joining our team!



Operations

In July, Lori Reynolds, Office Associate, was certified as an Emergency Medical Responder with the National Registry Emergency Medical Technicians and is now licensed through the state of WI. Lori is continuing with the health department but is hoping to also become a volunteer as part of the Emergicare division through the Township Fire Department in Eau Claire. Emergicare members are State Certified EMRs and are trained in the use of defibrillators, advanced airways, epinephrine, albuterol and other lifesaving medications and procedures. We are very happy to have Lori sharing her new skills and expertise with us!

Team building at the HD

Over the past few months, we've held a few activities to get to know our co-workers better. Since COVID began, we've had many new hires and many people working remote that we don't all know each other well. In June, we held our first in-person all staff meeting we've held in over two years! We had a picnic in the park and gave our staff time to connect with each other again. The weather and the company were perfect! Our all-staff planning team also came up with another idea to help us learn a thing or two about our co-workers. We had everyone answer the questions below (#1 or #2, and everyone answered #3) and send a picture of themselves. Emails were sent out weekly by division. The name stories were so fabulous!!

1. Name story – how did you get your name/who are you named after/what does your name mean/etc.
2. What is the best meal or food item you've ever eaten – where were you when you ate it / what made it so good or memorable

3. What is your public health dream for Eau Claire – why did you pick the one you did / how can you work toward it at the Health Department

See example below. Thanks to Kristy for letting us share your story!



Name story: I am a twin to my brother, and we were going to be “Ricky” & “Randy” but my dad got territorial and named my brother after himself. I wasn’t named for a month and since we were premature and tiny, we were compared to Cabbage Patch Kids dolls (and even wore the doll clothes). One was named “Christy” and to be different, my mom spelled it with a “K.”

Best meal or food item: I’ve never met a carrot cake I haven’t liked. You can make it into a cupcake (good), freeze it (good), puree it (probably good), make it into a cookie (very good), put it into a brat(?)... hey I’m here for it. You CAN NOT butcher a carrot cake.

Public health dream for Eau Claire: I very much believe in the purpose and intent of the health department to promote healthy living and be a resource for the community. My dream is for the health department to have the ability to meet the health needs of every single resident. Eau Claire is beautiful not only in its scenery, but also in the people and populations that occupy it. I love being a small part of a big community and I’m excited to promote health and to help in any way that I can.

Operations

Email addresses recently changed for Eau Claire County, which also affected the Health Department. Previously, emails were formatted as firstname.lastname@co.eau-claire.wi.us. They are now firstname.lastname@eauclairecounty.gov. This change took effect at the end of June as it was needed due to new state and federal requirements. Emails you receive from health department employees will now be reflected in the new format. All health department employees can still **receive** emails sent to either format, however, you may want to update your contact information to reflect the change.

Clinical Services

Abby Hinz has been a public health nurse with the health department for just over 8 years, primarily working in our Family Planning Clinic. We are excited to share that she recently graduated from the UWEC Doctor of Nursing Practice program and will be a Family Nurse Practitioner. Once Abby completes the certification boards she will be moving into a Nurse Practitioner role with the clinic allowing us to continue the expansion of our regional consortium model. Abby has already begun working with our current Nurse Practitioner and we are so glad to have her staying with the department and looking forward to her starting in her new role.

Although many are personally and professionally impacted by the recent Supreme Court decision which has a significant likelihood of negatively impacting the health of the public, it is important to make sure that people in Eau Claire are aware that there are caring and professional staff at the health department that are available

with reproductive health resources and information for anyone that needs a connection. We provide birth control options, reproductive health information and referral, and much more to support healthy reproductive health choices and outcomes. Below is a recent Facebook post.

FACT: Contraception/birth control is still legal and available.

✘ You may have heard that contraception was made illegal with the overturning of Roe v. Wade. This is NOT true.

Our Family Planning Clinic is here to support you by providing information, resources, and birth control services. 📞 Call us at 715-839-6988 with questions or to make an appointment.

(fpc.ehealthdepartment.org)



BIRTH CONTROL IS STILL LEGAL AND AVAILABLE

We are here to support you.



Our Family Planning Clinic offers:

- Birth Control Pills
- Depo Shot
- Patch
- Nuvaring
- IUDs
- Implants (Nexplanon)
- Emergency Contraception
(also known as Plan B or EC)

Clinical Services

Received a thank you letter from a relative of a Well Woman client praising the service received by Gina Holt, Program Specialist in our family planning clinic. In part, the card read, "Gina was very concerned for my sister and helped us navigate a horrible, scary situation. You have an amazing employee in Gina. She is kind, compassionate, and very helpful."

Gina has been providing amazing service to our WWWP clients. We are fortunate to have her passion and skill in our department.

WPHA/WALHDAB Legislative News Update

Supreme Court in *Becker v. Dane County* - Public Health Authority

The Wisconsin Supreme Court ruled today that local health officials have the statutory power to issue public health orders without first getting permission from elected officials. According to Wis Politics, "The ruling stems from a challenge of COVID-19 orders issued by Janel Heinrich in her capacity as the public health officer and director of Public Health of Madison and Dane County. The lawsuit sought an injunction and a declaration that Heinrich's orders were unenforceable unless adopted by the county board. In a 4-3 ruling, the court found state law gives local health officers the authority to issue such orders."

Karofsky wrote the majority opinion, and was joined by Dallet, Ann Walsh Bradley and Hagedorn. Hagedorn also wrote a concurring opinion. Rebecca Bradley wrote a dissenting opinion, which was joined by Roggensack and Ziegler.

<https://www.wicourts.gov/sc/opinion/DisplayDocument.pdf?content=pdf&seqNo=542615>

[Click here for the Milwaukee Journal Sentinel Article.](#)

Overdose Data to Action Community Prevention Grant (OD2A)

Three educational videos focusing on medication safety and opioids will be airing at 24 gas stations in Eau Claire County between Thursday, June 9th through International Overdose Awareness Day, August 31st. Listed below are the videos that were selected and when they will be available.

- Vicodin, Heroin, and Fentanyl are all opioids (6/9-7/6):

<https://youtu.be/l0k4OrrRBlw>



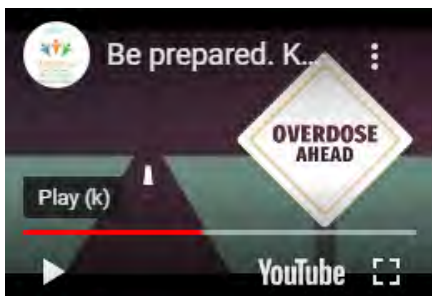
- Medication drop-off locations in Eau Claire County (7/7-8/3):

<https://youtu.be/39E2B4QJULU>



- Be prepared. Know the signs of an opioid overdose. (8/4-8/31):

<https://youtu.be/FjJbkD2FF3s>



We are expected to have 544,415 total impressions between the 24 locations in Altoona, Fall Creek, and Eau Claire.

Wisconsin Wins

On June 27th, two Eau Claire County youth along with two Eau Claire City County Health Department employees completed 14 tobacco compliance checks in the City of Eau Claire. All 14 places passed their compliance checks. More compliance checks are expected to happen in the next couple of months.

Tobacco Prevention & Control Program and PFS-SPF Grant

An educational video developed locally in partnership with the Alliance for Substance Misuse Prevention on the harms of vaping will be re-airing on WEAU and WQOW for the next three months.

[Vaping Basic Education](#)

Regulation and Licensing-Refuse Haulers

Eau Claire City-County Health Department is aware that some local refuse haulers are experiencing staff shortages and other challenges which can limit the timeliness of their garbage collection. In response to the increase of refuse complaints that our department, the City of Eau Claire, and many council members are receiving, our department has created a FAQ document to help respond to these concerns (attached). Additionally, the Health Department has issued a Special Collection Memo, allowing garbage haulers to temporarily operate for additional hours and days to facilitate timely trash pick-up through July 31, 2022. The FAQ and the temporary allowance to change hours/days is meant to support both community members and our haulers in having needs met in a way that does not impact health and safety. Please see attached.

The Health Department's role in refuse compliance is to assure conditions are not created which present human health hazards and that solid waste is stored, collected, transported, and disposed of in a manner which does not create health, safety or aesthetic problems. We respond to complaints regarding human health hazards on properties and require corrective measures be taken in collaboration with property owners. We also work with community partners and garbage haulers to implement community-wide initiatives and enforce local regulations to better assure proper handling, storage, and disposal of solid waste. Our department works with other City of Eau Claire divisions (Buildings, City Planning, Police, Fire Department) to coordinate community initiatives and enforcement activities stemming from community complaints. Chapter 8.32 of the City of Eau Claire Code of Ordinances provides a frame for the work we do.

Those with questions can contact our office at 715-839-4718 or the City of Eau Claire at 715-839-4963.

City Leadership

The health department has participated in the interview processes for the City of Eau Claire Finance director position (recently filled), the Community Services Director (in process), and soon will participate in the interview process for the Human Resources Director. These are critically important positions in the City of Eau Claire and ones we work with on a regular basis. We appreciate the opportunity to be involved.

COVID-19 Hotwash

As part of our review of the COVID-19 Incident Command System response, there was a "hotwash" done with key partners on Thursday, July 14th. As a reminder, we are in process of doing additional review of other key portions of our response including the RECAP process that the BOH has already participated in. The hotwash focused on how we utilized incident command for this response and what we learned from utilizing IC for future emergencies. The report from this review, including key strengths, challenges, and opportunities for improvement, will be shared with the BOH.

July 29, 2022

The Eau Claire City-County Health Department and City of Eau Claire City Inspections Division are cooperatively working with our local refuse haulers to ensure that trash is picked up in a timely and safe manner, and in accordance with the City of Eau Claire Code of Ordinances. We know that student move out time can be especially challenging which is now past us. We appreciate your patience.

Refuse FAQ:

My garbage did not get picked up on my regular day. What should I do?

Companies are attempting to notify their customers ahead of anticipated delays in regular garbage pick-up days. Companies may email, text, or call when service may be delayed. Please contact your garbage hauler and verify your contact information is up to date if you are not receiving these notifications. Companies are allowed 2 days of collections within each area of the city of Eau Claire and refuse is required to be collected at least once a week per Eau Claire City Ordinance (8.32).

My garbage was not picked up between 5:00am and 5:30PM.

You may see garbage trucks outside of these regular hours in order to service neighborhoods. Trucks are allowed to alter or extend hours and days of collection for a reasonable time under special circumstances (Chapter 8.23.050 B.6.b.ii).

My garbage truck did not pick up my items beside my garbage can.

All garbage must be stored inside your container with the lid closed. Your garbage hauler will not typically pick up large items during their regular routes. In most circumstances, you will need to contact your refuse hauler prior to pick-up day to arrange for large item pick-up.

What is the requirement for me as a customer regarding placement of my trash and recycling cans?

Containers should be stored behind the setback of a dwelling and not stored on front porches where they are visible from the street unless being picked up for collection. All garbage should be stored inside the container with the lid closed. It may be necessary to clean your garbage can between pick-ups to maintain it in a clean and sanitary condition.

Cans should be placed curbside, in a way that does not impact the right-of-way, no earlier than 5PM the day before your anticipated pick-up day. Emptied containers need to be removed from the curbside on the same day of collection.

My garbage hauler did not pick up my yard waste.

Offering yard waste pick up is an additional service the garbage companies can choose to offer to their customers. Garbage companies may halt additional services outside of basic trash pick-

up. This means at times, you may be responsible for disposing of your own yard waste (8.32.110 (A)).

How long can my garbage sit outside?

No garbage, mixed refuse, or dead animals can be kept for more than 7 days on any premises within the city except at an approved landfill site.

I would like to report a property of concern with excess garbage outside on the property.

You can submit a complaint through the Health Department's website here: [Environmental Health Complaint Report](#) or by calling 715-839-4718 to register a concern.

I would like to report a property with excess garbage or furniture on the boulevard.

You can contact the City of Eau Claire at 715-839-4963 or [by email](#).

Additional information:

[ECCCHD Garbage, Trash and Recycling Information](#)

[City of Eau Claire: Title 8 – Health and Safety](#)

[City of Eau Claire Disposal and Regulations](#)

To: City of Eau Claire Garbage Haulers

From: Elizabeth Giese, Health Officer

Date: June 29, 2022

Re: 2022 – Alteration of operating hours

Collection of refuse at curbside outside of normal operating hours (5:00AM-5:30PM) is approved from Monday July 4th thru Sunday, July 31st, within the City of Eau Claire.

During this time period, garbage haulers may operate for additional hours and days to facilitate timely trash pick-up. This special collection is designated under Chapter 8.32.050 B.6.b.ii of the City of Eau Claire Code of Ordinances.

Your cooperation to coordinate non-routine pick-up times and anticipated delays in regular garbage pick-up is appreciated. Please make sure your customers know not to place items curbside more than 24 hours before the scheduled pick up.

Thank you for your cooperation and if you have any questions, please feel free to contact our office at 715-839-4718.

Sincerely,



Elizabeth Giese, RN, MSPH
Health Officer

Board of Health Meeting 7/27/2022

Agenda Item 6.b

May 2022 Media Contacts

INTERVIEW

5/6/2022	Title: COVID19 activity level rises from low to medium	Topic: Communicable Disease Staff: Christina Writz
	Link: https://www.wqow.com/video/covid-19-activity-level-rises-from-low-to-medium-in-eau-claire-county/video_515ac3a9-1a0e-5993-93b7-ada88f90fa03.html	
5/6/2022	Title: WQOW Interview - COVID-19 Community Levels	Topic: Communicable Disease Staff: Christina Writz RN
	Link: https://www.wqow.com/coronavirus/covid-19-activity-level-rises-from-low-to-medium-in-eau-claire-county/article_ec57f5d4-cd8a-11ec-8df9-0f9963f3821d.html	
5/11/2022	Title: What to know about nitrates in well water	Topic: Safe Food and Water Staff: Audrey Boerner
	Link: https://www.weau.com/2022/05/12/what-know-about-nitrates-well-water/	
5/12/2022	Title: Looking into lost beach time	Topic: Safe Food and Water Staff: Matt Steinbach
	Link: https://www.leadertelegram.com/news/front-page/looking-into-lost-beach-time/article_d6870240-4299-59ef-afe5-21091140561a.html	
5/13/2022	Title: Health officials say effective COVID medication widely available in Chippewa Valley	Topic: Communicable Disease Staff:
	Link: https://www.wqow.com/coronavirus/health-officials-say-effective-covid-medication-widely-available-in-chippewa-valley/article_fc6d1eac-d318-11ec-9ca8-3f8c1d41359b.html	
5/13/2022	Title: Looking into lost beach time	Topic: Safe Food and Water Staff: Matt Steinbach
	Link: https://www.leadertelegram.com/news/front-page/looking-into-lost-beach-time/article_d6870240-4299-59ef-afe5-21091140561a.html	
5/19/2022	Title: CDC authorizes pfizer booster ages 5-11	Topic: Communicable Disease Staff: Lieske Giese
	Link: https://www.weau.com/2022/05/20/cdc-authorizes-pfizer-booster-ages-5-11/	
5/23/2022	Title: Health experts offer up tick season tips reminders	Topic: Communicable Disease Staff: Audrey Boerner
	Link: https://www.weau.com/2022/05/23/health-experts-offer-up-tick-season-tips-reminders/	

5/24/2022	Title: State E. coli research may help prevent beach closures in Eau Claire County	Topic: Safe Food and Water Staff: Tristin Faust
	Link: https://www.wqow.com/news/chippewa-valley/state-e-coli-research-may-help-prevent-beach-closures-in-eau-claire-county/article_49b455e2-dba1-11ec-952c-5f6f1eeb0c8c.html	
6/22/2022	Title: Mosquito Measures: How you can help hold off the pint-sized pests	Topic: Communicable Disease Staff: Tristin F.
	Link: https://www.wqow.com/news/mosquito-measures-how-you-can-help-hold-off-the-pint-sized-pests/article_ee8ef6a8-f275-11ec-bf42-1798db12bfc5.html	
6/30/2022	Title: Eau Claire workshop on opioid crisis July 11	Topic: Healthy Living and Prevention Staff: Sarah Dillivan-Pospisil
	Link: https://www.weau.com/2022/06/30/eau-claire-workshop-opioid-crisis-july-11/	
6/30/2022	Title: Health department launches opioid and overdose survey	Topic: Healthy Living and Prevention Staff: Chelsie
	Link: https://www.wqow.com/eye_on_eau_claire/health-department-launches-opioid-and-overdose-survey/article_87c5e7e4-f8bd-11ec-a916-4b81a9ee47be.html	

PRESS RELEASE

5/13/2022	Title: COVID-19 treatments widely available in the Chippewa Valley	Topic: Communicable Disease Staff: Audrey Boerner
	Link: https://www.eauclairewi.gov/government/our-divisions/health-department/there-s-more/news-releases	
5/17/2022	Title: Health Department seek dog that bit woman	Topic: Communicable Disease Staff: Tristin Faust
	Link: https://www.eauclairewi.gov/government/our-divisions/health-department/there-s-more/news-releases	
5/23/2022	Title: Caps off to graduation- but remember food safety	Topic: Safe Food and Water Staff: Nicole Kragness
	Link: https://www.eauclairewi.gov/government/our-divisions/health-department/there-s-more/news-releases	
6/1/2022	Title: COVID-19 boosters for 5-11 yr olds available at Health dept	Topic: Communicable Disease Staff: Audrey Boerner
	Link: https://www.eauclairewi.gov/government/our-divisions/health-department/there-s-more/news-releases	
6/23/2022	Title: COVID Vaccines for youngest age group available	Topic: Communicable Disease Staff: Audrey Boerner
	Link: https://www.eauclairewi.gov/government/our-divisions/health-department/there-s-more/news-releases	

6/30/2022 Title: Workshop will teach community members about opioid misuse, Narcan, and safe medication storage Topic: Healthy Living and Prevention
Staff: Sarah Dillivan-Pospisil
Link: <https://www.eauclairewi.gov/government/our-divisions/health-department/there-s-more/news-releases>

PRINT ARTICLE

5/1/2022 Title: Blood Pressure Month Topic: Chronic Disease Prevention
Staff: Janessa Vandenberg
Link: [Not Available](#)

5/1/2022 Title: eat well, move more, be well Topic: Chronic Disease Prevention
Staff: Janessa Vandenberg
Link: [Not Available](#)

5/1/2022 Title: Tick Season is here Topic: Communicable Disease
Staff: Tristin Faust
Link: [Not Available](#)

5/1/2022 Title: Fit Families Topic: Healthy Living and Prevention
Staff: Sarah Nix
Link: [Not Available](#)

5/1/2022 Title: Tick Season is here Topic: Communicable Disease
Staff: Tristin Faust
Link: [Not Available](#)

6/1/2022 Title: eat well, move more, be well Topic: Chronic Disease Prevention
Staff: Janessa Vandenberg
Link: [Not Available](#)

6/1/2022 Title: Beach Closings Topic: Safe Food and Water
Staff: Tristin Faust
Link: [Not Available](#)

6/1/2022 Title: Fit Families Topic: Healthy Living and Prevention
Staff: Sarah Nix
Link: [Not Available](#)

6/1/2022 Title: Beach Closings Topic: Safe Food and Water
Staff: Tristin Faust
Link: [Not Available](#)

6/30/2022

Title: Vaccinators can now give Pfizer, Moderna vaccines to children as young as six months in WI

Topic: Communicable Disease

Staff:

Link: [Not Available](#)

Info Sheet- 07/27/2022 Board of Health Meeting

Agenda Item 6.c

Health Department Fee Framework Discussion

The ECCCHD has a variety of fees for departmental services, products, permits and licenses. Annually the department develops and administers fees to assure the health of the public is protected and that the cost of essential programs is covered appropriately. The Board of Health is the policy body that reviews and ultimately establishes Health Department Fees *or* recommends fees for establishment by another policy body – City Council or County Board. Prior to the setting of fees for the upcoming year, the Board reviews and considers potential changes to fees, changes to fee policy, and other fee related issues for the department to consider.

The costs of services, licenses, and products are partially or wholly covered by fees charged. Annually, fees are analyzed by staff and the Health Department Fee Policy (attached) is utilized to develop an updated fee schedule as part of budget process. Updated fees are provided to the Board of Health for review and approval typically in August. Fee changes occur for a variety of reasons including:

- Changes to staffing and associated costs including hourly rate + benefits
- Changes to indirect costs including administrative overhead
- Changes to other costs including supplies, training, equipment
- Changes to staff time allocation due to new or modified program requirements
- Progressive/intentional increases to fees to capture higher % of actual costs if not at 100%

Since 2013, with some exceptions, department fees have been set at amounts intended to recoup between 70-100% of the projected program costs. Among the many factors considered when determining the actual target % of costs covered for each fee include, but are not limited to:

- Importance to public health and safety
- Historical trends and future projections in related costs and revenue
- Implications of fee changes on individuals and businesses
- Limitations in contractual language and other legal restrictions

The current 2022 fee schedule, approved in August 2021, is included in the attached chart for your reference. Fees are grouped by program area and the chart is designed to provide some historic information, including the % change from the previous year, and the % of that program/service/product cost that was projected to be covered with each fee in 2022. As a reminder, the Board of Health also approved many of the environmental health licensing programs to receive a 20% discount on the Health Department portion of their fees in both 2020 and 2021. These discounts were applied per provisions of the department's Fee Deviation Policy (attached), specifically the reduced services and economic impact on many licensing categories, due to the COVID-19 Public Health Emergency. These attached charts do not reflect these adjustments. There are no plans to recommend such a discount in 2022. Additionally, no changes are being proposed to any departmental fee policies this year.

The 2023 fees will be presented by staff for Board consideration at the August BOH meeting. This is prior to knowing actual expenses or revenue for 2022. When preparing a fee proposal, staff utilize 2022 year-to-date amounts, actual calculations from earlier years, observed trends, and anticipated changes for the future year that may influence the projected revenue/expenses.

Below are some of the changes that staff are currently preparing to incorporate in the 2023 fee proposal:

- Slight to moderate increases (~2-7%) in most license fees (food, pools, campgrounds, body art, etc.) to incorporate an increase in the DATCP reimbursement amount and to enhance the extent of program coverage through fees.
 - A restructure of the Retail Food licensing classifications, including some new and revised fees to better:
 - align with the new DATCP risk classification system;
 - reflect the cost of associated inspections in each category;
 - consider the implications of fee costs compared to corresponding revenue; and
 - facilitate accurate licensing of mobile bases.
- NOTE: this process began in 2022 with a general reduction in the retail food serving meals (i.e. restaurants) license fees. However, changes to the other retail food licenses were delayed until 2023 due to insufficient data at that time which made the implications on program revenue and individual businesses difficult to assess.**
- Establish new and revise existing fees in the Private Onsite Wastewater Treatment Systems (POWTS) program related to soil reviews and permits.
 - Increase most laboratory fees due to rising supplies costs but add bundle packages to incentivize testing of more contaminants in private well water.

This meeting discussion is to provide an opportunity to review current fees, collect input on these potential changes, hear BOH proposed considerations related to future fees, and to discuss any potential policy change considerations in advance of considering the 2023 fee schedule next month.

Eau Claire City-County Health Department
Administrative

Category: Financial Management

Subject: Fee Setting Policy

Effective Date: 9/24/2014

Policy: *The ECCCHD will develop and administer appropriate fees for services, products, and licenses to assure the health of the public is protected and that the cost of essential programs is covered. These fees will be reviewed and updated annually and approved by the Board of Health pursuant to their authority.*

Purpose: Fees will be consistently, appropriately, and accurately developed on an annual basis that coincides with budgeting to assure more accurate revenue predictions

Scheduling of fee changes

Fees are reviewed and approved during the budget process annually with implementation on January 1 of the following year with specific exceptions as required. Proposed fee changes for the subsequent year will be brought to the BOH for action no later than September and appropriate notice will be given. Any new programs, services or products that require a fee will be brought forward to the BOH for approval at a time that corresponds with initiation.

Cost calculations

All health department fees are developed based on actual costs utilizing consistent factors including all personnel, administrative support, overhead, and supply/equipment costs necessary for the activity/service unless otherwise limited by grant or rule requirements. Calculations will factor in expected increases in costs in upcoming year.

Covering program costs

All health department fees will be developed considering actual program/service/product cost, health issues impacted, and population affected. Fees will attempt to cover 100% of costs while at the same time continuing to maintain the health and safety of the public. The department will provide clear rationale for all fees that do not cover costs.

Cost of Product variation

Fees for supplies may be increased or decreased by the amount that the supply cost changes during the year without additional BOH approval. The BOH will be notified of any supply fee change through the monthly health department update report.

Poverty Guideline updates

The Health Department will update the Sliding Fee Scale accordingly for clients who pay privately for specific supplies and service when Federal Poverty guidelines are released by state, typically in early spring without additional BOH approval. Scale will be applied to previously approved fees. The BOH will be notified of Sliding Fee Scale change through the monthly health department update report.



Category: Departmental
Subject: Fee Deviation and Unpaid Invoice Policy
Date: July 22, 2020; Original Date: December 12, 2018

Purpose:

This policy outlines the circumstances in which the Eau Claire City-County Health Department (ECCCHD) may exempt fees, or issue modified charges for fee-eligible services and the manners in which the ECCCHD may manage unpaid invoices. This policy provides a framework to adjust billing practices when presented with unique situations and/or clientele.

Scope:

This policy shall be applicable to those fees for which all associated monetary payment and governing authority is exclusive to the ECCCHD and the Board of Health, respectively. The Director/Health Officer retains the authority to deny requests or impose additional restrictions where it is determined that activities may exhaust health department resources.

References:

ECCCHD Fee Schedule

Process Overview:

- A. **Fee Increases.** For situations in which the ECCCHD is requested to conduct related, but nonstandard work that would result in extra costs being incurred by the department, an additional fee may be requested to facilitate the work. In any such instance, the modified fee amount must be amenable to all parties prior to the service being authorized.
- B. **Fee Reductions.** As determined to be practical, fee reductions (via reduced payment or reimbursement) may be granted to accommodate:
 - 1. Governing bodies and/or cooperating agencies that are either contributing to the ECCCHD budget and/or subject to the same tax base as the ECCCHD.
 - i. The rate of fee reductions granted to city/county governmental entities shall be based on the ratio of city/county tax levy used to fund the ECCCHD unless otherwise agreed upon;
 - 2. Laboratory analyses of routine drinking water compliance samples for Eau Claire County Municipalities (Eau Claire, Augusta, Altoona, Fall Creek, Fairchild);
 - 3. Situations in which a declared Public Health Emergency results in a prolonged and significant reduction in the payee’s services and operations and the services intended to be provided by ECCCHD in association with an established fee;
 - 4. Limited-period promotional pricing to encourage increased awareness and participation in a departmental program; and
 - 5. Other contracts or projects at the discretion of the ECCCHD.
- C. **Fee Exemptions.** As deemed appropriate, fees may be waived to accommodate:
 - 1. Routine laboratory testing associated with an obtained license or permit for which the ECCCHD incorporates laboratory costs into license and permit cost calculations;

2. Instances of a satisfactory inspection, including resolution of violations at a licensed facility or residential rental unit, at the discretion of the ECCCHD;
3. Sampling and testing of Health Department identified recreational waters in the City of Eau Claire and Eau Claire County in accordance with the Department's standard monitoring procedures;
4. Collection of routine drinking water compliance samples for Eau Claire County Municipalities (Eau Claire, Augusta, Altoona, Fall Creek, Fairchild);
5. Special public services conducted in relation to an ongoing or emerging public health emergency at the discretion of the ECCCHD;
6. Department conducted assessment, sampling, and analyses of lead contamination in homes containing children with elevated blood lead levels within Eau Claire County;
7. Sampling and analyses of homes for methamphetamine contamination within Eau Claire County, as requested by law enforcement; and
8. Testing of newborn drinking water for those contaminants presented as free-of-charge through the newborn program for qualifying Eau Claire County residents.

D. **Write-off.** Per applicable regulations and at the discretion of the ECCCHD, outstanding invoices may be written-off to enable the closure of long-standing invoices that have been left unpaid and are either ineligible for other collection methods or have otherwise been deemed impractical for further pursuit of payment.

E. **Tax-Roll.** Per applicable regulations and at the discretion of the ECCCHD, the balance of unpaid invoice(s) that have been issued to an individual or entity that owns property within the City of Eau Claire or elsewhere within Eau Claire County may be transferred to the property tax bill of the respective individual or entity, in order to obtain payment in a successive year.

F. **Collections.** Per applicable regulations and at the discretion of the ECCCHD, eligible outstanding invoices may be referred to the Wisconsin Department of Revenue (DOR) for collections.

Policy and Procedure Review:

This policy and procedure will be reviewed and revised on an as needed basis by the ECCCHD Management Team under the review and approval of the Health Director/Officer and final approval by the Board of Health.

Proposed 2022 Health Department fees and licences								
Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes
City	Bee Keeping - City Approves the Fee	Pre-inspection Fee	New in 2015	\$95.00	\$95.00	0%	6%	
City/Health		License	2019	\$10 City \$35 Health	\$10 City \$35 Health	0%		
City		Penalty/Late Fee	New in 2015	\$36.00	\$36.00	0%		
City		Re-inspection Fee	2018	\$125.00	\$125.00	0%		
City		Operating without a License Fee	New in 2020	\$150.00	\$150.00	0%		
City	Poultry Keeping	Pre-inspection Fee	New in 2018	\$95.00	\$95.00	0%	16%	
City/Health		License - City of Eau Claire Ordinance	New in 2018	\$10 City \$50 Health	\$10 City \$50 Health	0%		
Board of Health		License - Eau Claire County Ordinance	New in 2021	\$35.00	\$35.00	0%		
City		Penalty/Late Fee	New in 2018	\$36.00	\$36.00	0%		
City		Re-inspection Fee	New in 2018	\$125.00	\$125.00	0%		
City		Operating without a License - City of Eau Claire Ordinance	New in 2020	\$120.00	\$120.00	0%		
Board of Health		Operating without a License Fee - Eau Claire County Ordinance	New in 2020	\$70.00	\$70.00	0%		
City/BOH	Refuse & Recycling - City Approves the Fee	License - Refuse Hauler/Vehicle	Decr in 2018	\$96 City Plus \$41 Health	\$96 City Plus \$41 Health	0%	98%	
City		Operating without a License Fee - Refuse Hauler/Vehicle	New in 2020	\$274.00	\$274.00	0%		
City/BOH		License - Recyclables Hauler/Vehicle	Decr in 2018	\$33 City Plus \$41 Health	\$33 City Plus \$41 Health	0%		
City		Operating without a License Fee - Recyclables Hauler/Vehicle	New in 2020	\$148.00	\$148.00	0%		
City/BOH		License - Refuse/Recycler Combination/Vehicle	Decr in 2018	\$129 City Plus \$82 Health	\$129 City Plus \$82 Health	0%		
City		Operating without a License Fee - Refuse/Recycler Combination/Vehicle	New in 2020	\$422.00	\$422.00	0%		
City		Penalty/Late Fee	New in 2020	\$100.00	\$100.00	0%		
City		Reinspection Fee	2018	\$125.00	\$125.00	0%		
City/BOH	Massage Parlor - City Approves the Fee	License - Massage Facility		\$85 City Plus \$10 Health	\$85 City Plus \$10 Health	0%	88%	
City	Housing - City Approves the Fee	Inspection Fee	New in 2018	\$90.00	\$90.00	0%	29%	*One time fee
City		Re-inspection Fee	New in 2018	\$125.00	\$125.00	0%		
City		Rental Registration Fee*	New in 2018	\$5.00	\$5.00	0%		
City		Housing Advisory Board Filing Fee	New in 2020	\$50.00	\$50.00	0%		
Board of Health	Tattoo/Body Piercing Program	Body Art Practitioner's Education Verification Fee*	New in 2019	\$80.00	\$80.00	0%	58%	*One time practitioner fee 88% of allowable costs are covered under DSPS
Board of Health		Plan Review Fee - Tattoo Facility	2019	\$180.00	\$180.00	0%		
Board of Health		Pre-Inspection Fee - Tattoo Facility	2019	\$180.00	\$180.00	0%		
Board of Health		Permit Fee- Tattoo Facility	2019	\$359.00	\$359.00	0%		
Board of Health		Operating without a License Fee - Tattoo Facility	2019	\$718.00	\$718.00	0%		
Board of Health		Plan Review Fee - Body Piercing Facility	2019	\$180.00	\$180.00	0%		
Board of Health		Pre-Inspection Fee - Body Piercing Facility	2019	\$180.00	\$180.00	0%		
Board of Health		Permit Fee - Body Piercing Facility	2019	\$359.00	\$359.00	0%		
Board of Health		Operating without a License Fee - Body Piercing Facility	2019	\$718.00	\$718.00	0%		
Board of Health		Plan Review Fee - Combination Tattoo/Body Piercing Facility	2019	\$333.00	\$333.00	0%		
Board of Health		Pre-Inspection Fee - Combination Tattoo/Body Piercing Facility	2019	\$333.00	\$333.00	0%		
Board of Health		Permit Fee - Combination Tattoo/Body Piercing Facility	2019	\$665.00	\$665.00	0%		
Board of Health		Operating without a License Fee - Combination Tattoo/Body Piercing Facility	2019	\$1,330.00	\$1,330.00	0%		
Board of Health		Permit Fee- Temporary Body Art Facility	2019	\$665.00	\$665.00	0%		
Board of Health		Operating without a License Fee - Temporary Body Art Facility	2019	\$1,330.00	\$1,330.00	0%		
Board of Health		Penalty/Late Fee		\$100.00	\$100.00	0%		
Board of Health		Reinspection Fee	2018	\$125.00	\$125.00	0%		

Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes
Board of Health	Mobile and Manufactured Home Program	Pre-Inspection Fee - Manufactured and Mobile Home Community (1 to 20 Sites)	2020	\$321.00	\$321.00	0%	72%	99% of allowable costs are covered under DSPS No Change in Cost Coverage
Board of Health		License - Manufactured and Mobile Home Community (1 to 20 Sites)	2020	\$642.00	\$642.00	0%		
Board of Health		Operating without a License Fee - Manufactured and Mobile Home Community (1 to 20 Sites)	2020	\$1,284.00	\$1,284.00	0%		
Board of Health		Pre-Inspection Fee - Manufactured and Mobile Home Community (21 to 50 Sites)	2020	\$454.00	\$454.00	0%		
Board of Health		License - Manufactured and Mobile Home Community (21 to 50 Sites)	2020	\$907.00	\$907.00	0%		
Board of Health		Operating without a License Fee - Manufactured and Mobile Home Community (21 to 50 Sites)	2020	\$1,814.00	\$1,814.00	0%		
Board of Health		Pre-Inspection Fee - Manufactured and Mobile Home Community (51 to 100 Sites)	2020	\$564.00	\$564.00	0%		
Board of Health		License - Manufactured and Mobile Home Community License (51 to 100 Sites)	2020	\$1,127.00	\$1,127.00	0%		
Board of Health		Operating without a License Fee - Manufactured and Mobile Home Community (51 to 100 Sites)	2020	\$2,254.00	\$2,254.00	0%		
Board of Health		Pre-Inspection Fee - Mobile Home Community (101 to 175 Sites)	2019	\$709.00	\$709.00	0%		
Board of Health		License - Manufactured and Mobile Home Community License (101 to 175 Sites)	2020	\$1,418.00	\$1,418.00	0%		
Board of Health		Operating without a License Fee - Manufactured and Mobile Home Community (101 to 175 Sites)	2020	\$2,836.00	\$2,836.00	0%		
Board of Health		Pre-Inspection Fee - Manufactured and Mobile Home Community (176 or More Sites)	2020	\$754.00	\$754.00	0%		
Board of Health		License - Manufactured and Mobile Home Community License (176 or More Sites)	2020	\$1,508.00	\$1,508.00	0%		
Board of Health		Operating without a License Fee - Manufactured and Mobile Home Community (176 or more Sites)	2020	\$3,016.00	\$3,016.00	0%		
Board of Health		Penalty/Late Fee		\$100.00	\$100.00	0%		
Board of Health		Reinspection Fee	2018	\$125.00	\$125.00	0%		
Board of Health		Lodging Program	Pre-inspection Fee - Hotel/Motel (1 to 4 Rooms)/Tourist Rooming House	2019	\$129.00	\$129.00		
Board of Health	License - Hotel/Motel (1 to 4 Rooms)/Tourist Rooming House		2019	\$257.00	\$257.00	0%		
Board of Health	Operating without a License Fee - Hotel/Motel (1 to 4 Rooms)/Tourist Rooming House		2019	\$514.00	\$514.00	0%		
Board of Health	Pre-inspection Fee - Hotel/Motel (5 to 30 Rooms)		2019	\$166.00	\$166.00	0%		
Board of Health	License - Hotel/Motel (5 to 30 Rooms)		2019	\$332.00	\$332.00	0%		
Board of Health	Operating without a License Fee - Hotel/Motel (5 to 30 Rooms)		2019	\$664.00	\$664.00	0%		
Board of Health	Pre-inspection Fee - Hotel/Motel (31 to 99 Rooms)		2019	\$266.00	\$266.00	0%		
Board of Health	License - Hotel/Motel (31 to 99 Rooms)		2019	\$531.00	\$531.00	0%		
Board of Health	Operating without a License Fee - Hotel/Motel (31 to 99 Rooms)		2019	\$1,062.00	\$1,062.00	0%		
Board of Health	Pre-inspection Fee - Hotel/Motel (100 to 199 Rooms)		2019	\$360.00	\$360.00	0%		
Board of Health	License - Hotel/Motel (100 to 199 Rooms)		2019	\$720.00	\$720.00	0%		
Board of Health	Operating without a License Fee - Hotel/Motel (100 to 199 Rooms)		2019	\$1,440.00	\$1,440.00	0%		
Board of Health	Pre-inspection Fee - Hotel/Motel (200 or More Rooms)		New in 2019	\$450.00	\$450.00	0%		
Board of Health	License - Hotel/Motel (200 or More Rooms)		New in 2019	\$900.00	\$900.00	0%		
Board of Health	Operating without a License Fee - Hotel/Motel (200 or More Rooms)		New in 2019	\$1,800.00	\$1,800.00	0%		
Board of Health	Pre-inspection Fee - Bed & Breakfast Establishment		2019	\$178.00	\$178.00	0%		
Board of Health	License - Bed & Breakfast Establishment		2019	\$355.00	\$355.00	0%		
Board of Health	Operating without a License Fee - Bed & Breakfast Establishment		2019	\$710.00	\$710.00	0%		
Board of Health	Penalty/Late Fee			\$100.00	\$100.00	0%		
Board of Health	Re-Inspection Fee		2018	\$125.00	\$125.00	0%		

Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes
Board of Health	Recreational Water Program	Pre-Inspection Fee - Seasonal Pool	2019	\$361.00	\$361.00	0%	69%	
Board of Health		License - Seasonal Pool	2019	\$722.00	\$722.00	0%		
Board of Health		Operating without a License Fee - Seasonal Pool	2019	\$1,444.00	\$1,444.00	0%		
Board of Health		Pre-Inspection Fee - Year-Round Pool	2019	\$498.00	\$498.00	0%		
Board of Health		License - Year-Round Pool	2019	\$995.00	\$995.00	0%		
Board of Health		Operating without a License Fee - Year-Round Pool	2019	\$1,990.00	\$1,990.00	0%		
Board of Health		Pre-Inspection Fee - Water Attraction (Seasonal)	2019	\$395.00	\$395.00	0%		
Board of Health		License - Water Attraction - (Seasonal)	2019	\$789.00	\$789.00	0%		
Board of Health		Operating without a License Fee - Water Attraction (Seasonal)	2019	\$1,578.00	\$1,578.00	0%		
Board of Health		Pre-Inspection Fee - Water Attraction (Year-Round)	2019	\$530.00	\$530.00	0%		
Board of Health		License - Water Attraction (Year-Round)	2019	\$1,059.00	\$1,059.00	0%		
Board of Health		Operating without a License Fee - Water Attraction (Year-Round)	2019	\$2,118.00	\$2,118.00	0%		
Board of Health		Pre-Inspection Fee - Water Attraction with up to 2 Slides/Basin	2019	\$577.00	\$577.00	0%		
Board of Health		License - Water Attraction with up to 2 Slides/Basin	2019	\$1,154.00	\$1,154.00	0%		
Board of Health		Operating without a License Fee - Water Attraction with up to 2 Slides/Basin	2019	\$2,308.00	\$2,308.00	0%		
Board of Health		Pre-Inspection Fee - Additional Water/Pool Slide/Basin	2019	\$213.00	\$213.00	0%		
Board of Health		License - Additional Water/Pool Slide/Basin	2019	\$426.00	\$426.00	0%		
Board of Health		Operating without a License Fee - Additional Water/Pool Slide/Basin	2019	\$852.00	\$852.00	0%		
Board of Health		Penalty/Late Fee		\$100.00	\$100.00	0%		
Board of Health		Re-Inspection Fee	2018	\$125.00	\$125.00	0%		
Board of Health	Retail Food Establishment - Serving Meals (Restaurant Program)	Plan Review Fee - Complex: > \$500,000 sales	2020	\$994.00	\$733.00	-26%	69%	
Board of Health		Pre-inspection Fee - Complex: > \$500,000 sales	2020	\$994.00	\$733.00	-26%		
Board of Health		License - Complex: > \$500,000 sales	2020	\$1,988.00	\$1,465.00	-26%		
Board of Health		Operating without a License Fee - Complex: > \$500,000 sales	2020	\$3,976.00	\$2,930.00	-26%		
Board of Health		Plan Review Fee - Complex: \$100,000 - \$499,999 sales	2020	\$835.00	\$635.00	-24%		
Board of Health		Pre-inspection Fee - Complex: \$100,000 - \$499,999 sales	2020	\$835.00	\$635.00	-24%		
Board of Health		License - Complex: \$100,000 - \$499,999 sales	2020	\$1,669.00	\$1,270.00	-24%		
Board of Health		Operating without a License Fee - Complex: \$100,000 - \$499,999 sales	2020	\$3,338.00	\$2,540.00	-24%		
Board of Health		Plan Review Fee - Complex: <\$100,000 sales	2020	\$656.00	\$525.00	-20%		
Board of Health		Pre-inspection Fee - Complex: <\$100,000 sales	2020	\$656.00	\$525.00	-20%		
Board of Health		License - Complex: <\$100,000 sales	2020	\$1,312.00	\$1,050.00	-20%		
Board of Health		Operating without a License Fee - Complex: <\$100,000 sales	2020	\$2,624.00	\$2,100.00	-20%		
Board of Health		Plan Review Fee - Moderate: > \$500,000 sales	2020	\$608.00	\$515.00	-15%		
Board of Health		Pre-inspection Fee - Moderate: > \$500,000 sales	2020	\$608.00	\$515.00	-15%		
Board of Health		License - Moderate: > \$500,000 sales	2020	\$1,215.00	\$1,030.00	-15%		
Board of Health		Operating without a License Fee - Moderate: > \$500,000 sales	2020	\$2,430.00	\$2,060.00	-15%		
Board of Health		Plan Review Fee - Moderate: \$100,000 - \$499,999 sales	2020	\$511.00	\$458.00	-10%		
Board of Health		Pre-inspection Fee - Moderate: \$100,000 - \$499,999 sales	2020	\$511.00	\$458.00	-10%		
Board of Health		License - Moderate: \$100,000 - \$499,999 sales	2020	\$1,021.00	\$915.00	-10%		
Board of Health		Operating without a License Fee - Moderate: \$100,000 - \$499,999 sales	2020	\$2,042.00	\$1,830.00	-10%		
Board of Health		Plan Review Fee - Moderate: <\$100,000 sales	2020	\$401.00	\$383.00	-4%		
Board of Health		Pre-inspection Fee - Moderate: <\$100,000 sales	2020	\$401.00	\$383.00	-4%		
Board of Health		License - Moderate: <\$100,000 sales	2020	\$802.00	\$765.00	-5%		
Board of Health		Operating without a License Fee - Moderate: <\$100,000 sales	2020	\$1,604.00	\$1,530.00	-5%		
Board of Health		Plan Review Fee - Simple: > \$500,000 sales	2020	\$423.00	\$375.00	-11%		
Board of Health		Pre-inspection Fee - Simple: > \$500,000 sales	2020	\$423.00	\$375.00	-11%		
Board of Health		License - Simple: > \$500,000 sales	2020	\$846.00	\$750.00	-11%		
Board of Health		Operating without a License Fee - Simple: > \$500,000 sales	2020	\$1,692.00	\$1,500.00	-11%		
Board of Health		Plan Review Fee - Simple: \$100,000 - \$499,999 sales	2020	\$356.00	\$335.00	-6%		
Board of Health		Pre-inspection Fee - Simple: \$100,000 - \$499,999 sales	2020	\$356.00	\$335.00	-6%		
Board of Health		License - Simple: \$100,000 - \$499,999 sales	2020	\$712.00	\$670.00	-6%		
Board of Health		Operating without a License Fee - Simple: \$100,000 - \$499,999 sales	2020	\$1,424.00	\$1,340.00	-6%		
Board of Health		Plan Review Fee - Simple: <\$100,000 sales	2020	\$280.00	\$278.00	-1%		
Board of Health		Pre-inspection Fee - Simple: <\$100,000 sales	2020	\$280.00	\$278.00	-1%		
Board of Health		License - Simple: <\$100,000 sales	2020	\$559.00	\$555.00	-1%		
Board of Health		Operating without a License Fee - Simple: <\$100,000 sales	2020	\$1,118.00	\$1,110.00	-1%		

Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes
Board of Health	Retail Food Establishment - Serving Meals (Restaurant Program) (continued)	Plan Review Fee - Pre-Packaged (PP)	2020	\$174.00	\$174.00	0%	69%	
Board of Health		Pre-inspection Fee - Pre-Packaged (PP)	2020	\$174.00	\$174.00	0%		
Board of Health		License - Pre-Packaged (PP)	2020	\$348.00	\$348.00	0%		
Board of Health		Operating without a License Fee - Pre-Packaged (PP)	2020	\$696.00	\$696.00	0%		
Board of Health		License - Independent Food Prep/Service (Add'l)	2020	\$219.00	\$219.00	0%		
Board of Health		Operating without a License Fee - Independent Food Prep/Service (Add'l)	2020	\$438.00	\$438.00	0%		
Board of Health		License - Transient Retail Food - Serving Meals	New in 2017	\$200.00	\$200.00	0%		
Board of Health		Operating without a License Fee - Transient Retail Food - Serving Meals	New in 2017	\$400.00	\$400.00	0%		
Board of Health		Plan Review Fee - Special Organization (SO)	New in 2020	\$201.00	\$201.00	0%		
Board of Health		Pre-inspection Fee - Special Organization (SO)	New in 2020	\$201.00	\$201.00	0%		
Board of Health		License - Special Organization (SO)	New in 2020	\$401.00	\$401.00	0%		
Board of Health		Operating without a License Fee - Special Organization (SO)	New in 2020	\$802.00	\$802.00	0%		
Board of Health		Inspection Fee - Temporary/Mobile	2010	\$60.00	\$60.00	0%		
Board of Health		Penalty/Late Fee		\$100.00	\$100.00	0%		
Board of Health		Re-Inspection Fee	2018	\$125.00	\$125.00	0%		
Board of Health	Retail Food Establishment - Not Serving Meals	Plan Review Fee - Process Potentially Hazardous Sales of at least \$1,000,000 (11)	2020	\$752.00	\$752.00	0%	80%	
Board of Health		Pre-inspection Fee - Process Potentially Hazardous Sales of at least \$1,000,000 (11)	2020	\$752.00	\$752.00	0%		
Board of Health		License - Process Potentially Hazardous Sales of at least \$1,000,000 (11)	2020	\$1,504.00	\$1,504.00	0%		
Board of Health		Operating without a License Fee - Process Potentially Hazardous Sales of at least \$1,000,000 (11)	2020	\$3,008.00	\$3,008.00	0%		
Board of Health		Plan Review Fee - Process Potentially Hazardous Sales of at least \$25,000 but less than \$1,000,000 (22)	2020	\$327.00	\$327.00	0%		
Board of Health		Pre-inspection Fee - Process Potentially Hazardous Sales of at least \$25,000 but less than \$1,000,000 (22)	2020	\$327.00	\$327.00	0%		
Board of Health		License - Process Potentially Hazardous Sales of at least \$25,000 but less than \$1,000,000 (22)	2020	\$653.00	\$653.00	0%		
Board of Health		Operating without a License Fee - Process Potentially Hazardous Sales of at least \$25,000 but less than \$1,000,000 (22)	2020	\$1,306.00	\$1,306.00	0%		
Board of Health		Plan Review Fee - Process Non-Potentially Hazardous Sales of at least \$25,000 (33)	2020	\$251.00	\$251.00	0%		
Board of Health		Pre-inspection Fee - Process Non-Potentially Hazardous Sales of at least \$25,000 (33)	2020	\$251.00	\$251.00	0%		
Board of Health		License - Process Non-Potentially Hazardous Sales of at least \$25,000 (33)	2020	\$502.00	\$502.00	0%		
Board of Health		Operating without a License Fee - Process Non-Potentially Hazardous Sales of at least \$25,000 (33)	2020	\$1,004.00	\$1,004.00	0%		
Board of Health		Plan Review Fee - Process Non-Potentially or Potentially Hazardous Sales of less than \$25,000 (44)	2020	\$119.00	\$119.00	0%		
Board of Health		Pre-inspection Fee - Process Non-Potentially or Potentially Hazardous Sales of less than \$25,000 (44)	2020	\$119.00	\$119.00	0%		
Board of Health		Process Non-Potentially or Potentially Hazardous Sales of less than \$25,000 (44)	2020	\$238.00	\$238.00	0%		
Board of Health		Operating without a License Fee - Process Non-Potentially or Potentially Hazardous Sales of less than \$25,000 (44)	2020	\$476.00	\$476.00	0%		
Board of Health		License - Non-Processing (55)	2020	\$207.00	\$207.00	0%		
Board of Health		Operating without a License Fee - Non-Processing (55)	2020	\$414.00	\$414.00	0%		
Board of Health		License - Transient Retail Food	Decr in 2020	\$150.00	\$150.00	0%		
Board of Health		Operating without a License Fee - Transient Retail Food	Decr in 2020	\$300.00	\$300.00	0%		
Board of Health		License - Mobile Retail Prepackaged Food	New in 2022	New Fee in 2022	\$150.00	New Fee in 2022		
Board of Health		Operating without a License Fee - Mobile Retail Prepackaged Food	New in 2022	New Fee in 2022	\$300.00	New Fee in 2022		
Board of Health		License - Micro Market (Individual)	New in 2019	\$40.00	\$40.00	0%		
Board of Health		Operating without a License Fee - Micro Market (Individual)	New in 2020	\$80.00	\$80.00	0%		
Board of Health		License - Micro Market (Multiple in Same Facility)	New in 2019	\$60.00	\$60.00	0%		
Board of Health	Operating without a License Fee - Micro Market (Multiple in Same Facility)	New in 2020	\$120.00	\$120.00	0%			
Board of Health	Penalty/Late Fee		\$100.00	\$100.00	0%			
Board of Health	Re-Inspection Fee	2018	\$125.00	\$125.00	0%			
Board of Health	School Food Service	License - Satellite Kitchen	2020	\$265.00	\$265.00	0%	57%	
Board of Health		License - Limited Food Preparation	2020	\$350.00	\$350.00	0%		
Board of Health		License - Unlimited Food Preparation	2020	\$475.00	\$475.00	0%		
Board of Health		License - Unlimited Food Preparation and Transport	2020	\$579.00	\$579.00	0%		

Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes
Board of Health	Campground Program	Plan Review Fee - Campground (1 to 25 Sites)	2019	\$152.00	\$152.00	0%	85%	
Board of Health		Pre-inspection Fee - Campground (1 to 25 Sites)	2019	\$152.00	\$152.00	0%		
Board of Health		License - Campground (1 to 25 Sites)	2019	\$303.00	\$303.00	0%		
Board of Health		Operating without a License Fee - Campground (1 to 25 Sites)	2019	\$606.00	\$606.00	0%		
Board of Health		Plan Review Fee - Campground (26 to 50 Sites)	2019	\$198.00	\$198.00	0%		
Board of Health		Pre-inspection Fee - Campground (26 to 50 Sites)	2019	\$198.00	\$198.00	0%		
Board of Health		License - Campground (26 to 50 Sites)	2019	\$395.00	\$395.00	0%		
Board of Health		Operating without a License Fee - Campground (26 to 50 Sites)	2019	\$790.00	\$790.00	0%		
Board of Health		Plan Review Fee - Campground (51 to 100 Sites)	2019	\$251.00	\$251.00	0%		
Board of Health		Pre-inspection Fee - Campground (51 to 100 Sites)	2019	\$251.00	\$251.00	0%		
Board of Health		License - Campground (51 to 100 Sites)	2019	\$501.00	\$501.00	0%		
Board of Health		Operating without a License Fee - Campground (51 to 100 Sites)	2019	\$1,002.00	\$1,002.00	0%		
Board of Health		Plan Review Fee - Campground (101 to 199 Sites)	2019	\$273.00	\$273.00	0%		
Board of Health		Pre-inspection Fee - Campground (101 to 199 Sites)	2019	\$273.00	\$273.00	0%		
Board of Health		License - Campground (101 to 199 Sites)	2019	\$546.00	\$546.00	0%		
Board of Health		Operating without a License Fee - Campground (101 to 199 Sites)	2019	\$1,092.00	\$1,092.00	0%		
Board of Health		Plan Review Fee - Campground (200 or more Sites)	New in 2019	\$276.00	\$276.00	0%		
Board of Health		Pre-inspection Fee - Campground (200 or more Sites)	New in 2019	\$276.00	\$276.00	0%		
Board of Health		License - Campground (200 or more Sites)	New in 2019	\$552.00	\$552.00	0%		
Board of Health		Operating without a License Fee - Campground (200 or more Sites)	New in 2019	\$1,104.00	\$1,104.00	0%		
Board of Health		Plan Review Fee - Educational/Recreational Facility	2019	\$149.00	\$149.00	0%		
Board of Health		Pre-inspection Fee - Educational/Recreational Facility	2019	\$149.00	\$149.00	0%		
Board of Health		License - Educational/Recreational Facility	2019	\$298.00	\$298.00	0%		
Board of Health		Operating without a License Fee - Educational/Recreational Facility	2019	\$596.00	\$596.00	0%		
Board of Health		License - Special Event Campground (1 to 25 Sites)	2019	\$303.00	\$303.00	0%		
Board of Health		Operating without a License Fee - Special Event Campground (1 to 25 Sites)	2019	\$606.00	\$606.00	0%		
Board of Health		License - Special Event Campground (26 to 50 Sites)	2019	\$395.00	\$395.00	0%		
Board of Health		Operating without a License Fee - Special Event Campground (26 to 50 Sites)	2019	\$790.00	\$790.00	0%		
Board of Health		License - Special Event Campground (51 to 99 Sites)	2019	\$501.00	\$501.00	0%		
Board of Health		Operating without a License Fee - Special Event Campground (51 to 99 Sites)	2019	\$1,002.00	\$1,002.00	0%		
Board of Health		License - Campground (100 to 199 Sites)	2019	\$546.00	\$546.00	0%		
Board of Health		Operating without a License Fee - Special Event Campground (100 to 199 Sites)	2019	\$1,092.00	\$1,092.00	0%		
Board of Health		License - Campground (200 or more Sites)	New in 2019	\$552.00	\$552.00	0%		
Board of Health		Operating without a License Fee - Special Event Campground (200 or more Sites)	New in 2019	\$1,104.00	\$1,104.00	0%		
Board of Health	Penalty/Late Fee		\$100.00	\$100.00	0%			
Board of Health	Re-Inspection Fee	2018	\$125.00	\$125.00	0%			
Board of Health	Wells	Permit Fee - Well	2009	\$75.00	\$75.00	0%	100%	
Board of Health	POWTS Permits	Permit Fee - Non-Pressure In-Ground < 1000gpd	2019	\$498.00	\$498.00	0%	91%	
Board of Health		Permit Fee - Non-Pressure In-Ground 1001-4999gpd	2020	\$899.00	\$899.00	0%		
Board of Health		Permit Fee - Non-Pressure In-Ground 5000-8000gpd	2020	\$1,115.00	\$1,115.00	0%		
Board of Health		Permit Fee - Non-Pressure In-Ground > 8000gpd	2020	\$1,331.00	\$1,331.00	0%		
Board of Health		Permit Fee - In-Ground Pressure < 1000gpd	2020	\$889.00	\$889.00	0%		
Board of Health		Permit Fee Plan Review Fee- In-Ground Pressure < 1000gpd	0	\$250.00	\$250.00	0%		
Board of Health		Permit Fee - In-Ground Pressure 1001-4999gpd	2020	\$1,095.00	\$1,095.00	0%		
Board of Health		Permit Fee - In-Ground Pressure 5000-8000gpd	2020	\$1,290.00	\$1,290.00	0%		
Board of Health		Permit Fee - In-Ground Pressure > 8000gpd	2020	\$1,452.00	\$1,452.00	0%		
Board of Health		Permit Fee - At-Grade, Mound, Drip, Sand Filters < 1000gpd	2020	\$933.00	\$933.00	0%		

Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes
Board of Health	POWTS Permits (continued)	Plan Review Fee - At-Grade, Mound, Drip, Sand Filters < 1000gpd	0	\$250.00	\$250.00	0%	91%	
Board of Health		Permit Fee - At-Grade, Mound, Drip, Sand Filters 1001-4999gpd	2020	\$1,333.00	\$1,333.00	0%		
Board of Health		Permit Fee - At-Grade, Mound, Drip, Sand Filters 5000-8000gpd	2020	\$1,582.00	\$1,582.00	0%		
Board of Health		Permit Fee - At-Grade, Mound, Drip, Sand Filters > 8000gpd	2020	\$1,798.00	\$1,798.00	0%		
Board of Health		Permit Fee - Holding Tanks < 1000gpd	2020	\$498.00	\$498.00	0%		
Board of Health		Permit Fee - Holding Tanks 1001-4999gpd	2020	\$563.00	\$563.00	0%		
Board of Health		Permit Fee - Holding Tanks 5000-8000gpd	2020	\$617.00	\$617.00	0%		
Board of Health		Permit Fee - Holding Tanks > 8000gpd	2020	\$649.00	\$649.00	0%		
Board of Health		Permit Fee - Other Modification to Existing System (e.g. Pre-Treatment devices)	2020	\$498.00	\$498.00	0%		
Board of Health		Transfer/Renewal Fee		\$30.00	\$30.00	0%		
Board of Health		Permit Fee - Reconnection, Privy, Composting Toilet, Incinerating Toilet		\$70.00	\$70.00	0%		
Board of Health		Permit Fee - Public/Commercial Non-Pressure In-Ground <1000gpd	2020	\$498.00	\$498.00	0%		
Board of Health		Plan Review Fee - Public/Commercial Non-Pressure In-Ground <1000gpd		\$250.00	\$250.00	0%		
Board of Health		Permit Fee - Public/Commercial Non-Pressure In-Ground 1001-2000gpd (1001-4999)?	2020	\$899.00	\$899.00	0%		
Board of Health		Plan Review Fee - Public/Commercial Non-Pressure In-Ground 1001-2000gpd		\$325.00	\$325.00	0%		
Board of Health		Permit Fee - Public/Commercial Non-Pressure In-Ground 2001-5000gpd (5000-8000)?	2020	\$1,115.00	\$1,115.00	0%		
Board of Health		Plan Review Fee - Public/Commercial Non-Pressure In-Ground 2001-5000gpd		\$400.00	\$400.00	0%		
Board of Health		Filing and Review Fee - Soil & Site Evaluation Reports		\$50.00	\$50.00	0%		
Board of Health		Application Fee - Wisconsin Fund		\$120.00	\$120.00	0%		
Board of Health		Plat Approval Fee		\$50.00	\$50.00	0%		
Board of Health	Incinerator	License - Incinerator	Decr in 2019	\$79.00	\$79.00	0%	80%	
Board of Health		Operating without a License Fee - Refuse/Recycler Combination	New in 2020	\$158.00	\$158.00	0%		
Board of Health		Penalty/Late Fee	New in 2020	\$100.00	\$100.00	0%		
Board of Health		Re-Inspection Fee	2018	\$125.00	\$125.00	0%		
Board of Health	Public Health Laboratory	Laboratory Fee - Total Coliform (Includes E.Coli presence/absence)	2019	\$21.00	\$21.00	0%	100%	*Private samples not accepted ^Requires advanced scheduling
Board of Health		Laboratory Fee - Heterotrophic Plate Count	2019	\$27.00	\$27.00	0%		
Board of Health		Laboratory Fee - Nitrate – Nitrogen	2019	\$21.00	\$21.00	0%		
Board of Health		Laboratory Fee - pH (water)	2018	\$10.00	\$10.00	0%		
Board of Health		Laboratory Fee - Total Hardness (quantitative)	2019	\$38.00	\$38.00	0%		
Board of Health		Laboratory Fee - Fluoride	2019	\$21.00	\$21.00	0%		
Board of Health		Laboratory Fee - Spore Ampules	2019	\$17.00	\$17.00	0%		
Board of Health		Laboratory Fee - Copper	2019	\$23.00	\$23.00	0%		
Board of Health		Laboratory Fee - Manganese	2019	\$23.00	\$23.00	0%		
Board of Health		Laboratory Fee - Zinc	2019	\$23.00	\$23.00	0%		
Board of Health		Laboratory Fee - Magnesium	2019	\$23.00	\$23.00	0%		
Board of Health		Laboratory Fee - Cadmium	2018	\$31.00	\$31.00	0%		
Board of Health		Laboratory Fee - Chromium	2018	\$31.00	\$31.00	0%		
Board of Health		Laboratory Fee - Arsenic	2018	\$31.00	\$31.00	0%		
Board of Health		Laboratory Fee - Calcium	2019	\$23.00	\$23.00	0%		
Board of Health		Laboratory Fee - Iron	2019	\$23.00	\$23.00	0%		
Board of Health		Laboratory Fee - Nickel	2019	\$23.00	\$23.00	0%		
Board of Health		Laboratory Fee - Lead	2018	\$31.00	\$31.00	0%		
Board of Health		Laboratory Fee - VOC's	2018	\$150.00	\$150.00	0%		
Board of Health		Laboratory Fee - Methamphetamine*	2019	\$45.00	\$45.00	0%		
Board of Health	Laboratory Fee - E. coli (Quantitative)^	2019	\$27.00	\$27.00	0%			
Board of Health	Laboratory Fee - pH (food)*	New in 2019	\$21.00	\$21.00	0%			
Board of Health	Laboratory Fee - Sterility verification*^	New in 2019	\$31.00	\$31.00	0%			
Board of Health	Laboratory Fee - PCR analysis (b. burgdorferi - deer tick)*^	New in 2019	\$34.00	\$34.00	0%			
Board of Health	Laboratory Fee - Pseudomonas	2018	\$27.00	\$27.00	0%			

Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes
Board of Health	Radon	Short-term Radon Test Kit 9	2015	\$10.00	\$10.00	0%	100%	
Board of Health		Short-term Radon Test Kit 9 - Non Tax	2015	\$10.00	\$10.00	0%		
Board of Health		Long-term Radon Test Kit	2015	\$25.00	\$25.00	0%		
Board of Health		Long-term Radon Test Kit - Nontax	2015	\$25.00	\$25.00	0%		
Board of Health	Prenatal Care Coordination	Prenatal Care - Risk Assessment	2021	\$112.00	\$115.00	3%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		Prenatal Care - Plan Development	2021	\$112.00	\$115.00	3%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		Prenatal Care Education - Ongoing Care Coordination - In Office - RN/RD - Per Visit	2021	\$56.00	\$57.00	2%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		Prenatal Care Education - Ongoing Care Coordination - Home Visit - RN/RD - Per Visit	2021	\$112.00	\$115.00	3%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		Prenatal Care Case Management and Documentation RN or RD - Per 15 Minutes	2021	\$28.00	\$29.00	4%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Communicable Disease	TB Case Management - per 15 minutes	2021	\$28.00	\$29.00	4%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		TB Oral Med Administration - 15 Mmin	2021	\$28.00	\$29.00	4%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		TB DOT Symptom/Treatment Monitoring 15 min 99401	2021	\$28.00	\$29.00	4%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		TB DOT Symptom/Treatment Monitoring 30 min 99402	2021	\$54.00	\$57.00	6%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		TB DOT Symptom/Treatment Monitoring 45 min 99403	2021	\$84.00	\$86.00	2%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		TB DOT Symptom/Treatment Monitoring 60 min 99404	2021	\$112.00	\$115.00	3%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		TB Pt Education and Guidance - 15 min	2021	\$28.00	\$29.00	4%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health		TB Skin Test	2021	\$36.00	\$37.00	3%	100%	
Board of Health		TB Travel for DOT ≥ 45 minutes	New in 2021	\$84.00	\$86.00	2%	100%	
Board of Health		TB Travel for DOT ≥ 60 minutes	New in 2021	\$112.00	\$115.00	3%	100%	
Board of Health		Hepatitis B Vaccine	2021	\$89.00	\$90.00	1%	100%	Large increase in vaccine cost for 2021
Board of Health		Influenza Vaccine	2019	NA	NA	NA	N/A	Fee exempt 2021 - 2022 flu season, 2022-2023 to be reviewed in Summer of 2022
Board of Health		HIV Test	2019	\$30.00	\$30.00	0%	100%	
Board of Health		Reproductive Health	Initial Eval/Mgmt (12-17 yrs) 99384	2019	\$330.00	\$330.00	0%	100%
Board of Health	Initial Eval/Mgmt (18-39 yrs)99385		2019	\$330.00	\$330.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Initial Eval/Mgmt (40-64 yrs) 99386		2019	\$330.00	\$330.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Periodic Re-eval/Mgmt (12-17 yrs) 99394		2019	\$330.00	\$330.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Periodic Re-eval/Mgmt (18-39 yrs) 99395		2019	\$330.00	\$330.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Periodic Re-eval/Mgmt (40-64 yrs) 99396		2019	\$330.00	\$330.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Wet Mount		Decr in 2018	\$14.00	\$14.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Urinalysis		Decr in 2018	\$7.00	\$7.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Hemoglobin		Decr in 2018	\$8.00	\$8.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Dispensing Fee-New Fee April 2017		Decr in 2020	\$190.00	\$190.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Office Visit new pt 10 minute 99201		2019	\$110.00	N/A	N/A	100%	Effective 1/1/2021, the 10 minute new office visit E&M code (99201) was discontinued.
Board of Health	Reproductive Health - Office Visit new pt 20 minute 99202		2019	\$190.00	\$190.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Office Visit new pt 30 minute 99203		2019	\$280.00	\$280.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Office Visit new pt 45 minute 99204		2019	\$420.00	\$420.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Office Visit established pt 5 minute 99211		2019	\$50.00	\$50.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Office Visit established pt 10 minute 99212		2019	\$110.00	\$110.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Reproductive Health - Office Visit established pt 15 minute 99213		2019	\$190.00	\$190.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.

Entity That Approves the Fee		Proposed 2022 Health Department fees and licences	Last Increase	2021 Approved Fees	2022 Approved Fees	% Change 2021 to 2022	% of cost covered	Notes	
Board of Health	Reproductive Health (continued)	Reproductive Health - Office Visit established pt 25 minute 99214	2019	\$280.00	\$280.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Pregnancy	2018	\$21.00	\$21.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Glucose	Decr in 2018	\$11.00	\$11.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Lab handling fee	2020	\$24.00	\$24.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Scope of Cervix 57452	2019	\$270.00	\$270.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health -Biopsy of Cervix 57455	2019	\$355.00	\$355.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Biopsy of Cervix and Curettage 57454	2019	\$380.00	\$380.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Lesions 1-14 (male) 17110	2019	\$275.00	\$275.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Lesions 15+ (male)17111	2019	\$330.00	\$330.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Lesions Anal (female) 46900	2019	\$600.00	\$600.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Lesions Vulva (female)56501	2019	\$330.00	\$330.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Nexplanon Insertion	2019	\$340.00	\$340.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Nexplanon Removal	2019	\$390.00	\$390.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Nexplanon Insertion and Removal	2019	\$560.00	\$560.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - IUD Insertion	2019	\$180.00	\$180.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - IUD Removal	2019	\$235.00	\$235.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health		Reproductive Health - Medications and Supplies			Varies	Varies		100%	Fees represent quarterly 340B pricing or amount set through cost analysis per policy.
Board of Health		Lead Program	Blood Lead Testing	2021	\$55.00	\$55.00	0%	100%	Fee represents cost to HD. Reimbursement received at MA rates.
Board of Health	Initial Investigation		2021	\$950.00	\$922.00	-3%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health	Follow-up Clearance Investigation		2021	\$357.00	\$346.00	-3%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	
Board of Health	Nursing Education Home Visit		2021	\$169.00	\$172.00	2%	100%	Fee represents cost to HD. Reimbursement received at MA rates.	

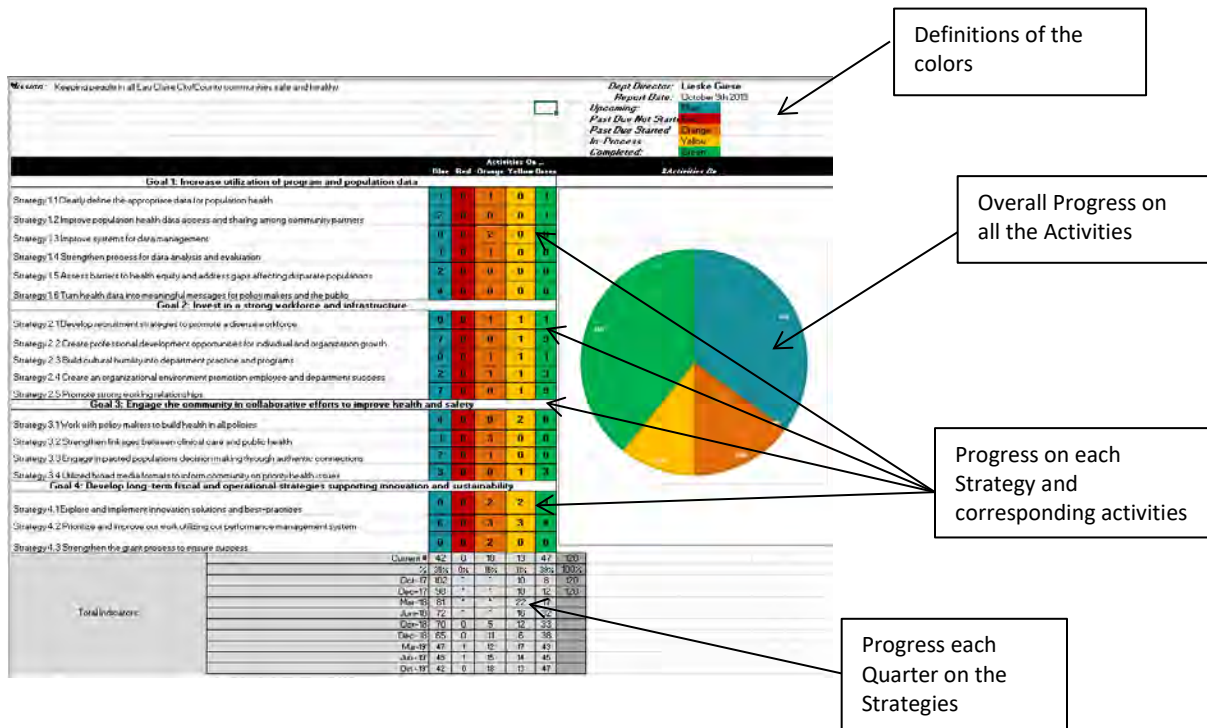
Board of Health Meeting 7/27/2022

Agenda Item 6.d Strategic Plan

Attached is the 2017-2021 Strategic Plan Dashboard with detail on progress on activities. As a reminder this five-year plan has been extended a sixth year through 2022. See below for a reminder on format.

At the end of the second quarter of 2022, nearly 80% of the activities are completed and less than 5% have yet to be started. Health Department focus for 2022 has been around data, including COVID-19 data, and health equity. Many activities are still in progress and are a priority over the next few months.

Work has started for our next 3-year strategic plan. A cross-divisional team is being created which will help guide our process. There will be frequent updates to the BOH and opportunities for more involvement throughout the process. The new strategic plan will come to the board for approval in December of this year.



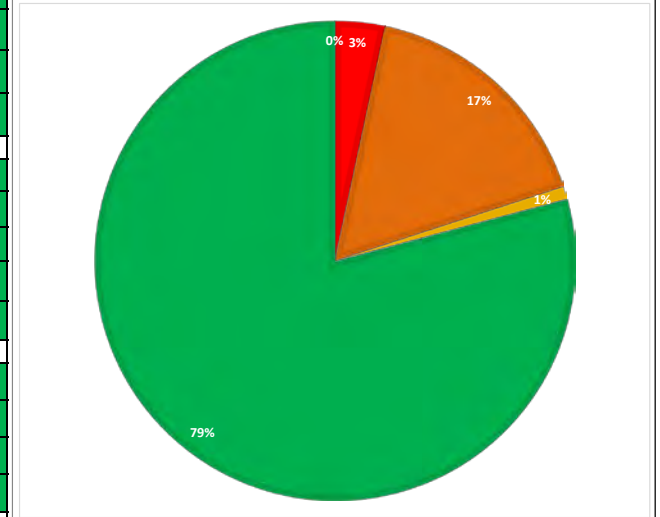
Mission: Keeping people in all Eau Claire City/County communities safe and healthy

Dept Director: Lieske Giese

Report Date: Wednesday, July 20, 2022

Upcoming: Blue
Past Due Not Started: Red
Past Due Started: Orange
In-Process: Yellow
Completed: Green

	Activities On ...					%Activities On ...	
	Blue	Red	Orange	Yellow	Green		
Goal 1: Increase utilization of program and population data							
Strategy 1.1 Clearly define the appropriate data for population health	0	0	1	0	2		
Strategy 1.2 Improve population health data access and sharing among community partners	0	2	0	0	1		
Strategy 1.3 Improve systems for data management	0	0	1	0	1		
Strategy 1.4 Strengthen process for data analysis and evaluation	0	0	2	0	0		
Strategy 1.5 Assess barriers to health equity and address gaps affecting disparate populations	0	0	1	0	1		
Strategy 1.6 Turn health data into meaningful messages for policy makers and the public	0	0	0	0	12		
Goal 2: Invest in a strong workforce and infrastructure							
Strategy 2.1 Develop recruitment strategies to promote a diverse workforce	0	0	2	0	1		
Strategy 2.2 Create professional development opportunities for individual and organization growth	0	1	0	0	16		
Strategy 2.3 Build cultural humility into department practice and programs	0	0	2	0	1		
Strategy 2.4 Create an organizational environment promotion employee and department success	0	0	0	0	7		
Strategy 2.5 Promote strong working relationships	0	0	0	0	17		
Goal 3: Engage the community in collaborative efforts to improve health and safety							
Strategy 3.1 Work with policy makers to build health in all policies	0	1	0	1	10		
Strategy 3.2 Strengthen linkages between clinical care and public health	0	0	2	0	2		
Strategy 3.3 Engage impacted populations decision making through authentic connections	0	0	3	0	0		
Strategy 3.4 Utilized broad media formats to inform community on priority health issues	0	0	0	0	7		
Goal 4: Develop long-term fiscal and operational strategies supporting innovation and sustainability							
Strategy 4.1 Explore and implement innovation solutions and best-practices	0	0	0	0	5		
Strategy 4.2 Prioritize and improve our work utilizing our performance management system	0	0	4	0	12		
Strategy 4.3 Strengthen the grant process to ensure success	0	0	2	0	0		
Total Indicators:	Current #	0	4	20	1	95	120
	%	0%	3%	17%	1%	79%	100%
	Mar-19'	47	1	12	17	43	
	Jun - 19'	45	1	15	14	45	
	Oct - 19'	42	0	18	13	47	
	Dec - 19'	40	1	16	7	56	
	July- 20'	29	2	19	10	60	
	Oct- 20'	23	2	19	10	66	
	Dec-20	17	5	21	4	73	
	Apr-21	5	5	20	11	79	
	Jul-21	5	5	20	10	80	
	Oct-21	2	4	18	11	85	
Dec-21	0	6	18	2	94		



Special thanks to Columbus Ohio Public Health for the original creation of this tool and to Wood County Health Department

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - Started	In-Process	Completed	
	1.1 Clearly define the appropriate data for population health surveillance and community health improvement	By 12/30/17 develop internal work group focused on population data with broad department representation.	MT					X	The Data Team met in July and meets monthly
		By 3/30/19 analyze and prioritize population data for surveillance and community health improvement.	MT			X			The Data Team is learning about different engagement and prioritizing methods from the Data Across Sectors for Health (DASH) mentorship grant
		By 9/30/20 develop plan for ongoing surveillance and community data collection.	MT					X	COVID metrics are pulled weekly and shared
	1.2 Improve population health data access and sharing among community partners	By 5/30/18 collaborate with key community partners to develop and disseminate Community Health Assessment.	CHA Staff					X	CHA was completed in June 2018
		By 12/31/20 provide key population health measures for Eau Claire Healthy Communities priority areas on their website as dashboard.	Gina S/CHA Mgr		X				
		By 12/30/21 develop plan for and pilot the merging of 1 local clinical/hospital data point for population health surveillance.	ECHC Assessment Workgroup		X				
	1.3 Improve systems for data management	By 7/31/18 identify and analyze internal health department program data management systems including strengths, weaknesses, opportunities and challenges.	MT/Data Workgroup					X	Data Team has a start of an inventory of internal data and SWOC on existing data.
		By 12/30/18 create and implement work plan to address gaps and challenges identified in analysis.	Data Workgroup			X			Data Team has created a data training plan for staff.
	1.4 Strengthen process for data analysis and evaluation	By 12/31/18 assess current processes used in programs for ongoing data analysis and evaluation.	Data Workgroup/MT			X			Data Team has a start of an inventory of existing programs
		By 12/31/19 develop and implement plan for regular use of outcome and process data for program evaluation.	MT/Data Workgroup			X			A sub group of the data team has been started to look at how we use data.
	By 06/30/20 review data and partner with stakeholders to prioritize key populations with disparate health outcomes.	ECHC Assessment Workgroup			X			ECHC and Alliance are working on this as part of CHIP process.	

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due- started	In-Process	Completed	
Goal 1: Increase utilization of program and population data	1.5 Assess barriers to health equity and address gaps affecting disparate populations	By 3/31/21 develop plan to address health equity barrier impacting at least one specific population group.	Cortney D/ECHC					X	The Community Health Equity Workgroup of the Incident Command Structure has been working on decreasing barriers in accessing COVID-19 vaccination and testing.
	1.6 Turn health data into meaningful messages for policy makers and the public	By 12/31/17 produce a report on the ECHC community health priorities for policy makers, community partners, and the public creatively utilizing data and stories.	Gina S/ECHC					X	Annual Report for ECHC approved by council on 3/9/17 and released to community partners
		By 12/31/18 produce a report on the ECHC community health priorities for policy makers, community partners, and the public creatively utilizing data and stories.	Gina S/ECHC					X	Annual Report for ECHC approved by council on 3/8/18 and released to community partners
		By 12/31/19 produce a report on the ECHC community health priorities for policy makers, community partners, and the public creatively utilizing data and stories.	Gina S/ECHC					X	Annual Report for ECHC approved by council on 3/11/19 and released to community partners
		By 12/31/20 produce a report on the ECHC community health priorities for policy makers, community partners, and the public creatively utilizing data and stories.	Gina S/ECHC					X	
		By 12/31/21 produce a report on the ECHC community health priorities for policy makers, community partners, and the public creatively utilizing data and stories.	Gina S/ECHC					X	2020 Annual Report for ECHC was approved at March 2021 Council
		By 12/31/2017 produce the HD summary report which creatively presents key health data.	Policy & Systems					X	2016 Annual Summary Report released on 4/3/2017
		By 12/31/2018 produce the HD summary report which creatively presents key health data.	Policy & Systems					X	2017 Annual Report Summary released on 3/28/18
		By 12/31/2019 produce the HD summary report which creatively presents key health data.	Policy & Systems					X	2018 Annual Report Summary released in April 2019.

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due- started	In-Process	Completed	
		By 12/31/2020 produce the HD summary report which creatively presents key health data.	Policy & Systems					X	2019 Annual Report Summary completed in June 2020
		By 12/31/2021 produce the HD summary report which creatively presents key health data.	Policy & Systems					X	2020 HD summary report completed in spring of
		By 6/30/18 standardize the practice of including local data in all appropriate press releases and media contacts.	Communication Team					X	Created a new press release template with instructions to include data.
		By 6/30/19 research and implement one new method for messaging health data to the public.	Communication Team					X	Data team created a template form for creating graphs.
				0	2	4	0	14	Total

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - started	In-Process	Completed	
	2.1 Develop recruitment strategies to promote a diverse workforce	By 6/30/2018 develop and implement a process for recruitment that defines and promotes diversity across the workforce.	Workforce Development Team					X	Completed. We will continue to improve process moving forward. We are using multiple recruitment forums and wrote into position descriptions
		By 6/30/19 Develop an organizational mentorship program as part of the orientation process.	Workforce Development Team			X			Group meetings held and process development started. Nursing has mentorship now built in.
		By 6/30/20 develop and implement a plan for coordination of interns/student experiences across the department to build future workforce.	Workforce Development Team			X			Group meetings held and process development started. New process is in place and continuing to look at process improvement. Group has reconvened in April 2022.
	2.2 Create professional	By 12/31/17 provide/assure at least one staff development opportunity related to strategic plan goals	Workforce Development Team					X	MLK Day 1/16/17 provided training on both PH finance and Grant Writing as part of training day to meet needs identified in 07/2016 PH Competency survey
		By 12/31/18 provide/assure at least one staff development opportunity related to strategic plan goals	Workforce Development Team					X	MLK Day 1/15/18 provided diversity basics training
		By 12/31/19 provide/assure at least one staff development opportunity related to strategic plan goals	Workforce Development Team					X	MLK Day trainings held 1/21/19 included training related to strategic plan goals of outreach and communication.
		By 12/31/20 provide/assure at least one staff development opportunity related to strategic plan goals	Workforce Development Team					X	MLK Day trainings included orientation and overview of SharePoint related to the communication goals of the strategic plan
		By 12/31/21 provide/assure at least one staff development opportunity related to strategic plan goals	Workforce Development Team					X	UW-Extension educational opportunity on Diversity and Civility
		By 12/31/17 review/update Workforce Development plan with representation from all divisions.	Workforce Development Team					X	Reviewed workforce plan but didn't have representation from all divisions. 3 divisions were present
		By 12/31/18 review/update Workforce Development plan with representation from all divisions.	Workforce Development Team					X	Workforce Team has been created with representative from all divisions
		By 12/31/19 review/update Workforce Development plan with representation from all divisions.	Workforce Development Team					X	Plan updated and there is current representation across all divisions.

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - started	In-Process	Completed	
	development opportunities for individual and organizational growth	By 12/31/20 review/update Workforce Development plan with representation from all divisions.	Workforce Development Team		X				Meetings were canceled due to COVID.
		By 12/31/21 review/update Workforce Development plan with representation from all divisions.	Workforce Development Team					X	Team has not met but there has been opportunities for feedback on many of the activities.
		By 12/31/2019 develop and implement plan for identifying and addressing longer term (5+ year) professional development goals of staff.	Workforce Development Team					X	Training plan is built into staff performance reviews. Tuition reimbursement process asks staff how the request is of value to department or staff's future goals. Knowledge journal is being used by staff when someone is leaving the department.
		By 12/31/17 provide an opportunity for at least 2 staff to attend a national training opportunity.	MT					X	CO/AB - SOPHIA, CO/RM Natl substance abuse, LG - NALBOH, AH/JH - U of MI Adolescent Health Initiative 4/24-25, SB - APHL, AB/LG - INVEST
		By 12/31/18 provide an opportunity for at least 2 staff to attend a national training opportunity.	MT					X	Atlanta Walkability Institute, National WIC conference, INVEST Health and NFP training
		By 12/31/19 provide an opportunity for at least 2 staff to attend a national training opportunity.	MT					X	National WIC conference, ASCCP, Design Thinking Training, NFP training and NFPRHA
		By 12/31/20 provide an opportunity for at least 2 staff to attend a national training opportunity.	MT					X	Staff attended virtual CADCA meeting/training
		By 12/31/21 provide an opportunity for at least 2 staff to attend a national training opportunity.	MT					X	
		By 12/31/18 develop and implement a specific plan for leadership and management development across organization.	MT					X	City supervisor training and Leadership Eau Claire
	2.3 Build cultural humility into department practice and programs	By 12/31/18 assess departmental status related to existing understanding and implementation of cultural competence and humility in practice/programs.	Workforce Development Team					X	A video was shown at all staff meeting. In fall of 2018 staff completed competency assessment including cultural competencies elements.
		By 06/30/19 develop and implement a process to build program and staff strength in cultural competence and humility.	Workforce Development Team			X			Orientation process will include cultural competency training options and building into all staff meetings. Participation in the United Way Equity Challenge.
		By 12/31/19 create employee orientation for new and existing employees on cultural humility	Tegan			X			The orientation process will incorporate this training.

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - started	In-Process	Completed	
Goal 2: Invest in a strong workforce and infrastructure	2.4 Create an organizational environment promoting employee and department success	By 6/31/18 assess and develop plan/policy related to health department space focused on meeting multiple working styles.	Handbook Committee					X	Have worked with Staples on designs options and implementation in process
		By 12/31/17 evaluate the technology needs of department and implement appropriate improvements.	Tegan					X	Tegan has an up-to-date list of existing technology and gaps identified. In 2017, a new FPC database was implemented to assist in data tracking. Also, EH developed a new web-based registration system.
		By 12/31/18 evaluate the technology needs of department and implement appropriate improvements.	Tegan					X	There is an updated equipment list and equipment is ordered as needed.
		By 12/31/19 evaluate the technology needs of department and implement appropriate improvements.	Tegan					X	Tech needs are identified and processed accordingly. We added for GIS capable laptops and AV equipment and updated tech for remote meetings. Continuing to work on SharePoint
		By 12/31/20 evaluate the technology needs of department and implement appropriate improvements.	Tegan					X	Laptops have been deployed to staff and VPN connectivity has been enabled allowing staff to telecommute. Additionally staff have access to Skype, Teams and Webex platforms to hold virtual meetings.
		By 12/31/21 evaluate the technology needs of department and implement appropriate improvements.	Tegan					X	We are now using new texting programs and we have upgraded how we can accept billing for payments.
		By 2/01/19 develop procedure and implement central "intranet" for the Health Department	Tegan					X	A SharePoint site is in use.
		By 12/31/17 complete 2 (external to work hours) networking opportunities for staff.	Sunny Connections					X	4/22/17 - Supported Earth Day clean up efforts by organizing a group to participate 8/10/17 - Coordinated summer picnic at Mt. Simon Park 9/15/17 - Organized Day of Caring Event at Community Gardens
		By 12/31/18 complete 2 (external to work hours) networking opportunities for staff.	Sunny Connections					X	January Christmas party, Accreditation celebration, 4/21/18 Amazing Eau Claire clean-up and there was a staff picnic in August

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - started	In-Process	Completed	
2.5 Promote strong working relationships		By 12/31/19 complete 2 (external to work hours) networking opportunities for staff.	Sunny Connections					X	Christmas party was held in January and an staff picnic on June 20th.
		By 12/31/20 complete 2 (external to work hours) networking opportunities for staff.	Sunny Connections					X	Christmas party was held in January. Due to COVID no outside of work opportunities were offered. Sunny connections coordinated with other internal teams to offer other virtual opportunities for networking.
		By 12/31/21 complete 2 (external to work hours) networking opportunities for staff.	Sunny Connections					X	After hours workout sessions were offered.
		By 12/31/17 complete at least 5 employee wellness activities.	Wellness Committee					X	4 Lunch 'n Learns have been held covering Wellness topics; Weekly yoga breaks were offered in March and April; Wellness Walk held in July
		By 12/31/18 complete at least 5 employee wellness activities.	Wellness Committee					X	3 wellness competitions, 4 Lunch 'n Learns and 2 fitness classes have been offered
		By 12/31/19 complete at least 5 employee wellness activities.	Wellness Committee					X	1 wellness competition has been offered and 5 community events/challenges have been promoted.
		By 12/31/20 complete at least 5 employee wellness activities.	Wellness Committee					X	2 wellness challenges and 6 other wellness activities have been offered, including The Weekly – a weekly newsletter sent to employees
		By 12/31/21 complete at least 5 employee wellness activities.	Wellness Committee					X	
		By 12/31/18 distribute and analyze employee engagement survey.	Wellness Committee/IDT/Handbook Committee					X	Survey was sent out in June and committees are reviewing results.
		By 12/31/20 distribute and analyze employee engagement survey.	IDT					X	Due to COVID the typical engagement survey wasn't used. MT worked to help people engaged using mindfulness training and coordinating with REALiving and worked with wellness to survey staff about the usefulness of those.

Goal	Strategy	Activities	Lead						Notes	
				Upcoming	Past due - not started	Past Due - started	In-Process	Completed		
		By 12/31/17 assure at least 1 cross divisional workgroup that focuses on Performance Management Plan or Strategic Plan measure.	MT					X	QI Team reviews PM/SP to improve results as part of plan, SPITfires has multiple SP goals in progress, Wellness and Sunny Connections have multiple SP goals in progress.	
		By 12/31/18 assure at least 1 cross divisional workgroup that focuses on Performance Management Plan or Strategic Plan measure.	MT					X	Data Team is focused on meeting SP goal 1. QI Team reviews PM/SP to improve results as part of plan, SPITfires has multiple SP goals in progress, Wellness and Sunny Connections have multiple SP goals in progress.	
		By 12/31/19 assure at least 1 cross divisional workgroup that focuses on Performance Management Plan or Strategic Plan measure.	MT						X	Data Team is focused on meeting SP goal 1. QI Team reviews PM/SP to improve results as part of plan, communication team, Wellness and Sunny Connections have multiple SP goals in progress.
		By 12/31/20 assure at least 1 cross divisional workgroup that focuses on Performance Management Plan or Strategic Plan measure.	MT						X	Data Team is focused on meeting SP goal 1. QI Team reviews PM/SP to improve results as part of plan, communication team, Wellness and Sunny Connections have multiple SP goals in progress.
		By 12/31/21 assure at least 1 cross divisional workgroup that focuses on Performance Management Plan or Strategic Plan measure.	MT						X	
				0	1	4	0	42	Total	

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - Started	In-Process	Completed	
Goal 3: Engage the community	3.1 Work with policy makers to build health in all policies	By 12/31/17 contribute public health input in to at least one non-health focused policy conversation at the township, city, or county level.	MT					X	HIA in Cannery district
		By 12/31/18 contribute public health input in to at least one non-health focused policy conversation at the township, city, or county level.	MT					X	City Council sidewalk discussion, bus fares, housing and ground water
		By 12/31/19 contribute public health input in to at least one non-health focused policy conversation at the township, city, or county level.	MT					X	Lead service lines
		By 12/31/20 contribute public health input in to at least one non-health focused policy conversation at the township, city, or county level.	MT					X	County comprehensive Plan revision and landfill discussions
		By 12/31/21 contribute public health input in to at least one non-health focused policy conversation at the township, city, or county level.	MT					X	ARPA conversations at both the city and county. Participation in the Criminal Justice Collaborating Council conversations around policy.
		By 12/31/19 develop and implement department health in all policy definition and plan.	Cortney/Lieske				X		Reviewing existing definitions of health in all policies as well as how other departments are implementing.
		By 12/31/18 review and prioritize health department role in implementation of city of Eau Claire Health Chapter	MT					X	Review of Health Chapter was completed by key staff.
		By 12/31/17 hold collaborative legislature event with a focus on community health priorities	Cortney/ECHC					X	Legislative event 4/27/17 focus on mental health and 12/15/17 legislative event on opioid use
		By 12/31/18 hold collaborative legislature event with a focus on community health priorities	Cortney/ECHC					X	Legislative event held on 4/26/2018 with a focus on all top health priorities
		By 12/31/19 hold collaborative legislature event with a focus on community health priorities	Cortney/ECHC					X	Legislative event in April was postponed. Held Winter event on 1/6/2020.
	By 12/31/20 hold collaborative legislature event with a focus on community health priorities	Cortney/ECHC					X	April Legislative Event was postponed. Winter event was held on 1/8/21	
	By 12/31/21 hold collaborative legislature event with a focus on community health priorities	Cortney/ECHC		X					
	By 12/31/18 research and analyze best practices for linkages between primary care/healthcare and public health.	Marisa/Lieske			X			UWEC students completed an initial literature review on linkages between healthcare and public health.	

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - Started	In-Process	Completed	
in collaborative efforts to improve health and safety	3.2 Strengthen linkages between clinical care and public health	By 06/30/19 develop and implement process for public health updates to clinical providers.	Communicable Disease Division					X	New process map was created and implemented for health alerts. Group list email was also reviewed
		By 12/31/18 analyze and respond to key clinical gaps in existing collaborative coalitions.	ECHC and MT			X			Healthy Communities has analyzed attendance at Council and Action Team meetings and is identifying organizational gaps.
		By 12/31/20 identify and implement at least one best practice that improves the acceptability or accessibility of health department clinical services for identified at-risk populations and share with community clinical partners	HBC and ECHC					X	Family planning clinic, COVID testing and vaccination clinics are offering services off site in trusted locations. WIC, NFP and Family planning clinic are all offering remote visits.
	3.3 Engage impacted populations in decision making through authentic connections	By 12/31/19 create standard engagement expectations and toolkit for engaging and building impacted communities into decision making.	Policy & Systems Division			X			
		By 12/31/18 health department programs/services will identify key populations experiencing health inequities. (overlap with 1.5)	MT/Program leads			X			staff completed the BARHII survey
		By 12/31/20 engage broad representation of community members in review of data and discussion of solutions related to social determinants of health.	Policy & Systems Division			X			A question around social determinants of health was added to the CHA survey.
	3.4 Utilize broad media formats to inform community on priority health issues	By 12/31/18 either explore and utilize one additional social media platform or capitalize on an existing underutilized platform	Communication Team					X	Research has begun on Snapchat/Instagram. Linked our Facebook to Volume One's feed. Video use on YouTube. Posting more with Facebook live
		By 12/31/20 either explore and utilize one additional social media platform or capitalize on an existing underutilized platform	Communication Team					X	Livestreaming Webex to Facebook has been a new tool that is regularly used.
		By 12/31/17 assure that information related to community health priorities is provided on all existing media platforms	Communication Team					X	
		By 12/31/18 assure that information related to community health priorities is provided on all existing media platforms	Communication Team					X	
		By 12/31/19 assure that information related to community health priorities is provided on all existing media platforms	Communication Team					X	
		By 12/31/20 assure that information related to community health priorities is provided on all existing media platforms	Communication Team					X	

Goal	Strategy	Activities	Lead	Notes
		By 12/31/21 assure that information related to community health priorities is provided on all existing media platforms	Communication Team	<p>0 1 5 1 19 Total</p> <p>Upcoming Past due - not started Past Due - Started In-Process Completed</p>

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - Started	In-Process	Completed	
4.1 Explore and implement innovative solutions and best-practices		By 12/31/2018 successfully complete work to be nationally accredited and build plan for ongoing accreditation success.	Accreditation Core Team					X	Application submitted April 2017, Site Visit November 2017, Accredited Feb 2018
		By 12/31/21 explore and implement 3 best practices around innovative fiscal strategies	Janice/MT					X	Online rental registration program implemented. Online payments enhanced and updated. Have begun implementation of online POWTS system.
		By 12/31/21 explore and implement 3 best practices around innovative operational strategies	Tegan/MT					X	1.) SharePoint is up and running. 2.) We have contracted out for our database management. 3.) Employee orientation website is up.
		By 12/31/18, implement 3rd party reimbursement options for clinical services.	Janice/Tegan/Clinic Leadership					X	EHR implemented Jan 2020 to create private billing options. EHR in place with third party billing in place. Currently exploring insurance contract options.
		By 5/31/18, explore a staff incentive program for identification and implementation of innovative ideas.	Handbook Committee/Workforce Development Committee					X	We are eligible to apply for the county innovative idea program and will continue to look at other options
	By 12/31/17 Engage staff quarterly in Performance Management plan reviews and updates.	MT			X				Not institutionalized in all staff, but has occurred. Also happening at divisional staff meetings.

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - Started	In-Process	Completed	
Goal 4: Develop long-term fiscal and operational strategies supporting innovation and sustainability	4.2 Prioritize and improve our work utilizing our performance management system	By 12/31/18 Engage staff quarterly in Performance Management plan reviews and updates.	MT					X	Quarterly an agenda item at division meetings and quarterly new numbers are posted.
		By 12/31/19 Engage staff quarterly in Performance Management plan reviews and updates.	MT					X	Quarterly an agenda item at division meetings and quarterly new numbers are posted.
		By 12/31/20 Engage staff quarterly in Performance Management plan reviews and updates.	MT					X	Quarterly an agenda item at division meetings
		By 12/31/21 Engage staff quarterly in Performance Management plan reviews and updates.	MT					X	
		By 12/31/17 Update and publicly share quarterly Performance Management dashboard of measures	MT			X			Has been shared at all staff meetings; working on institutionalizing
		By 12/31/18 Update and publicly share quarterly Performance Management dashboard of measures	MT					X	Comes with the BOH update that goes out to staff and include the measures/plan. Quarterly new numbers are posted
		By 12/31/19 Update and publicly share quarterly Performance Management dashboard of measures	MT					X	Comes with the BOH update that goes out to staff and include the measures/plan. Quarterly new numbers are posted
		By 12/31/20 Update and publicly share quarterly Performance Management dashboard of measures	MT			X			
		By 12/31/21 Update and publicly share quarterly Performance Management dashboard of measures	MT					X	

Goal	Strategy	Activities	Lead						Notes
				Upcoming	Past due - not started	Past Due - Started	In-Process	Completed	
		By 12/31/17 under take at least one quality improvement project related to a Strategic Plan goal or Performance Management measure.	QI Core Team					X	Completed self-assessment identifying use of customer survey data as weakness and began QI Team working on that project; also began SharePoint development QI Team.
		By 12/31/18 under take at least one quality improvement project related to a Strategic Plan goal or Performance Management measure.	QI Core Team					X	QI project completed around community engagement techniques.
		By 12/31/19 under take at least one quality improvement project related to a Strategic Plan goal or Performance Management measure.	QI Core Team					X	QI project completed around the 2 year old vaccination rate
		By 12/31/20 under take at least one quality improvement project related to a Strategic Plan goal or Performance Management measure.	QI Core Team					X	Multiple process maps have been created to document new or changes to existing processes due to COVID-19
		By 12/31/21 under take at least one quality improvement project related to a Strategic Plan goal or Performance Management measure.	QI Core Team					X	
		By 06/30/2019 develop and implement departmental guidance tool linking performance measures, strategic plan priorities and community health priorities to decision-making about existing and future programs/services. (overlap with 1.4)	MT			X			Tool developed at time we were looking at new PM buckets - need to implement.
	4.3 Strengthen the grant process to ensure success	By 6/30/18 collect and centralize resources/templates available for grant writing.	Grant Team			X			Checklist in process; documents saved for use in grant applications
		By 12/31/18 strengthen the interdepartmental core grant team to analyze and identify support efforts needed in the department for grant/funding identification and application.	Grant Team			X			
				0	0	6	0	17	Total



Fact Sheet–07/27/2022 Board of Health Meeting**Agenda Item 6.e****Eau Claire Healthy Communities Update**

Healthy Communities/Alliance merge: Over the past few months, Health Department staff who support both coalitions, as well as co-chairs of the coalitions, have been meeting to discuss a merge between the two coalitions. This merge will reduce duplication, reduce community confusion, and improve coalition functioning. Details will be flushed out over the next few months, and the merge is slated to be set for Fall 2022.

Community Health Improvement Plan (CHIP) Update- The CHIP was worked on over the last eight months by coalition members and community members. It was approved by the Council in May. View the CHIP [here](#). Action teams are busy working on objectives in their action plan.

Healthy Communities Council – Met virtually in May. Taylor from the City of Eau Claire shared about the process for Empower Eau Claire, a democratic process in which residents provide project ideas and vote on the best projects that serve the community. Met in-person in July! This was the first time that the Council met in-person since COVID. We had a good turnout and spent the majority of time sharing updates from our organizations.

Chronic Disease Prevention Action Team – For the second year in a row, the action team partnered with Chippewa and Dunn counties to launch the Chippewa Valley Summer Activity Passport. This activity passport shows you where to find exciting opportunities in Eau Claire, Chippewa, and Dunn counties. We encourage you to check out the passport and share! The passport runs through the end of August. The Summer Activity Passport can be found on Visit Eau Claire’s webpage by using this link: <https://qrco.de/cvpassport>.

High-Risk Drinking Prevention Action Team- This team has not met. Efforts will be folded into the Alliance as we look to merge Healthy Communities and the Alliance.

Oral Health Promotion Action Team- In May, the council voted to ‘sunset’ the committee. There is still interest and commitment from the Council to continue to keep oral health on radar and create a few social media posts during the year related to oral health.

Mental Health Action Team- In May, the action team hosted a ‘Chalk the Walk for Mental Health’ event. The Mental Health Action Team challenged Eau Claire residents to chalk positive, encouraging notes on neighborhood sidewalks to promote positive mental health. In total, over 600 bags of chalk were delivered to Western Dairyland Head Start and Childcare Partnership, UW-Extension 4-H, Children’s Museum, Community Table, Boys and Girls Club, YMCA, Fall Creek Elementary and Middle School, Fall Creek Library, Augusta Library, Altoona Schools, Memorial High School, Montessori Elementary School and others. 12 submissions were shared on social media. The top three winners received prizes donated by United Way and Group Health Cooperative.

Healthy Relationship Promotion Action Team – This action team has been working to update their Healthy Relationship Toolkit. They are continuing Safe Dates programming and will be adding new facilitators to increase capacity.



Informational Item – 07/27/2022 Board of Health Meeting

Agenda Item 6.f

Handbook Review 2022

Generally, each year around the same time as the first look at budget, the Health Department Employee Handbook is brought to the Board of Health for consideration of possible changes that the Board may be interested in the Department exploring. There is also an opportunity, if needed, for the internal employee handbook team to meet to review the handbook for possible revisions. Any proposed revisions are brought back to the Board for approval. Current revisions being considered by the Department include items to update language in the handbook to make it more inclusive and gender neutral; clarifying some sections to match current processes, telecommuting for example; and incorporating into ongoing policy some of those changes needed during the pandemic like instant messaging and telehealth.

As a reminder, the most recent change to the handbook was approved by the Board of Health in October 2021 and took effect January 1, 2022. As a reminder, the approved change for 2022 updated the total number of holidays to 11 for the health department, which matches those observed by the County and keeps our operational hours in line with the building as a whole.

Attached you will find the Eau Claire City-County Health Department Employee Handbook Table of Contents for your review. A copy of the full handbook can be found on the Board of Health page of our website during the review period.

Link to full employee handbook:

<https://www.eauclairewi.gov/home/showpublisheddocument/39786>.

This is a discussion item today to provide an opportunity for the BOH to indicate possible recommendations to additional updates to the Handbook for the Department to explore and bring back for BOH review and approval.

Prepared by Tegan Ruland, Operations

Elizabeth Giese - Health Department Director

**Performance Objectives -
January - December, 2022**

Select Results to date 07/20/2022

1. Provide leadership for moving public health forward at a local, regional, and state level through partnerships, community engagement, and policy including a focus on a broad range of determinants of health.

- Led successful response to leadership changes including Finance Manager retirement and transition fully to new Finance Manager, hiring new Manager of Regulation and Licensing Division, and navigating transition of new Manager of Communicable Disease Division during COVID-19.
- Provided leadership to the continued transition of the Western Wisconsin Public Health Emergency Readiness Coalition (WWPHERC) to ECCCHD as fiscal agent including addition of a number of member health departments/tribes.
- Filled new Communication Specialist position to respond to Strategic Plan gaps/priorities.
- Continued to implement a broad range of supports for staff given the ongoing stress/trauma of COVID response including workplace policy changes, wellness activities, mindfulness and yoga practices, and a paid professional membership for 2022.
- Engaged with Management Team in a day-long leadership retreat as well as collaborative learning on quality improvement, performance management, strategic planning, and accreditation through the National Public Health Improvement Training sessions.
- Continued strong linkages with new County/City Equity Diversity and Inclusion (EDI) coordinator on health equity priorities.
- Participated in the hiring process for key City or Eau Claire leadership positions including: City Manager, Library Director, Community Services Director, Human Resources Director, and Finance Director. All critical partnerships for the health department.
- Participated in the County Strategic Plan process.
- Continued regular engagement with leadership from Joining Our Neighbors Advancing Hope (JONAH) on key social determinant of health issues including poverty, incarceration, and housing.
- Engaged with UWEC on key leadership issues including partnerships with Student Senate on key student health issues, continued development of Academic Health Department concept, engagement on workforce/student placement federal grant, support of development of Public Health major and initial discussions about potential MPH.
- Completed successful Year 4 of national public health accreditation (PHAB).
- Participated in local and state policy and practice efforts related to PFAS and human health impacts.
- Named to Legal Authority WALHDAB workgroup reviewing local public health authority in Wisconsin.
- Continued as member of State WALHDAB/WPHA Policy and Advocacy committee reviewing Wisconsin legislative and budget priorities.
- Continued as a member of the Medical College of Wisconsin's Consortium Board with the Advancing a Healthier Wisconsin Endowment providing funding on statewide education, practice and research projects.

2. Continue to develop and implement the policies, strategies, funding, and capacity to respond to and recover from the COVID-19 pandemic in Eau Claire County.

- Continued revision and implementation of complex Incident Command structure through February, 2022 and then transitioned from ICS to a COVID-Unit within the health department that reported directly to health officer – my position. Further transition in June, 2022 to begin to move COVID-19 unit to the Communicable Disease Division. This is still in process.
- Transitioned response to align with changes that CDC and State Health Department made in this period, which were extensive, including changes related to recommended disease investigation, mitigation strategies, vaccination recommendations and eligible populations, testing availability, and more.
- Continued engagement with stakeholders from across the county with periodic communication and meetings related to COVID vaccination, testing, treatment, disease investigation/isolation, and communication. These key groups include schools, daycare, shelters, jail, healthcare, business/chamber, other.
- Assured community stakeholder awareness of current situation with weekly report available –Situation Reports.
- Supported the continued update of COVID-19 web based platform with data visualization and linkages to specific jurisdictional data, as well as mitigation recommendations, testing and vaccination resources, and other key COVID-19 materials.
- Continued support of access to State supplied testing and vaccination resources for high-risk groups including jail, shelter, rural populations, and those without regular access to healthcare, as well as K-12 schools.
- Developed and implemented health department daily testing capacity onsite at the courthouse as a community resource as well as providing home testing supplies broadly across the community to meet needs for those with barriers.
- Provided isolation and quarantine of housing insecure population.
- Implemented plans for health department run vaccination locations at set locations across the county (every Tuesday) as well as with a mobile team model in order to address barriers and create efficiencies.
- Regional representative to the State WALHDAB COVID response team meeting weekly to provide statewide perspective and coordination with State-Local response.
- Local health department representative to collaborative Healthcare-Public Health Taskforce related to COVID. This group provides cross-sector leadership on key response issues. Representatives include State health officer, leaders from key associations including WALHDAB, WPHA, WI Hospital Association, Pharmacy Association, Primary Care Association, other.
- Continued to assure COVID response staffing including hiring LTE staff, engaging with a temporary staffing agency, and bringing on volunteers to partner on COVID response.
- Participated in weekly meetings with health officers across the region and state to coordinate response efforts.
- Regional representative to WALHDAB group meeting on legal authority for local public health officials related to communicable disease.
- Developed and implemented plans to effectively utilize new State and Federal funding for COVID response.

Below are the ongoing requirements for the Health Officer-Director position as a reminder.

Performance Evaluation – Ongoing Position Description requirements
1. Performance Objectives
Accomplishes current performance objectives established by BOH.
2. Policy Facilitation and Execution
Informs BOH of public health, personnel or organizational matters effecting Eau Claire City-County Health Department (ECCCHD), suggesting need for or change in policy.
Offers workable alternatives to the BOH for changes in policy, codes and ordinances.
Timely implements BOH actions in accordance with the intent of the BOH.
3. Strategic Planning and Implementation
Initiates and provides leadership in overall process of strategic planning.
Demonstrates the ability to effectively communicate relevant elements of strategic plan to staff and stakeholders.
Demonstrates flexibility in adjusting operational priorities to assist all divisions in meeting strategic goals.
Demonstrates knowledge of best practices in public health performance standards and incorporates these best practices into ECCCHD operations.
Provides BOH with periodic updates on strategic plan implementation.
Exhibits technical knowledge and competencies required of public health leaders.
Responsive to significant changes impacting ECCCHD or community.
Anticipates problems and develops effective approaches to solving them.
Effectively prioritizes goals and leads ECCCHD through any related changes.
Uses quality management tools and teams to continuously improve ECCCHD work processes.
5. Fiscal Management Skills
Develops and submits an annual budget to provide services at the level determined by the BOH.
Monitors operating expenditures and provides periodic reports to BOH.
Communicates and interprets budget and financial information in a clear and timely fashion.
Applies sound business management and accounting principles in controlling, monitoring, safeguarding and allocating resources consistent with the needs and goals of the ECCCHD.
6. People Management Skills
Conducts professional relationships and activities fairly, honestly and legally.
Fosters ethical behavior throughout the organization through personal example, management practices and training.
Delegates authority and responsibility, not just tasks.
Demonstrates sound judgment and decision-making in the handling of personnel actions.
Interactions and decisions contribute to staff feeling valued and gives credit to others when appropriate.
Fosters an environment that encourages open communication and continuous learning.

Assigns accountability, coordinates efforts, and oversees follow through to ensure results are achieved.

7. Communication Skills

Demonstrates concise, clear and understandable written and verbal communication targeted to audience.

Demonstrates ability to effectively persuade or influence others.

Promotes ECCCHD goals, achievements and requirements to appropriate people in the community and government, representing both the interests of the ECCCHD and the community.

8. Regulatory Enforcement

Responds to public health emergencies and initiates corrective actions and responses pursuant to federal, state and local laws, statutes and external communications.

Sees to the timely and fair enforcement of local, state and federal codes and ordinances within the ECCCHD purview.

9. Community Relationships

Develops and maintains effective working relationships with peers and leaders throughout city/county/state government and community.

Demonstrates availability, responsiveness and approachability in dealings with general public, media, government and community officials.

Builds alliances with community partners to promote and achieve essential services of public health.