

**July 27, 2022 Board of Health Meeting
County Courthouse, Room G-302**

The Board of Health convened in open session at 5:16 pm
The meeting was called to order by Mery Price

**Board Members Present
Quorum is reached**

Terry Miskulin
Mery Price
Jennifer Eddy
True Vue
Mark Kaeding (5:32 pm)

**Board Members
Absent:**

Emily Berge
Kimberly Cronk
Don Bodeau

Staff Members Present:

Lieske Giese
Hannah Artz
Nicole Kragness
Gina Holt (recorder)

Additional Staff Members:

Grant-Population Health
Fellow
Josie-RN, NFP Program

New Health Department Employees were introduced.

Order of Agenda Request to pull items from Consent Agenda

- None requested

Public Comment:

- None made

140 Review Certificate from Christa Cup, Western Region Director, Office of Policy, and Practice.

- Christa Cup presented Mery Price, the Board of Health, and ECCC Health Department with a plaque acknowledging the review.
- The 140 review took place on December 18, 2019 and the department was determined to be a Level III Health Department.
- Wisconsin is the only state that has different levels of health departments.

Consent Agenda (5:35pm)

- a. Approval of minutes from June 22, 2022, meeting
- b. Grant/Contract Related Budget Adjustments
- c. Stipends

Motion to approve Consent Agenda: Jennifer Eddy

2nd Motion: Terry Miskulin

Motion Carried: Yes (unanimous vote)

Business Item

- a. Receive Quarterly Financial Update
 - Our spending is where we expected for this time of year.

Motion to Receive Quarterly Financial Update as presented by Health Department staff: Terry Miskulin

2nd Motion: Mark Kaeding

Motion Carried: Yes (unanimous vote)

- b. Approve State Opioid Response Funding
 - This funding will support the purchase of lock boxes and medication deactivation units.

Motion to Approve State Opioid Response Funding as presented by Health Department staff:

Mark Kaeding

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

c. Approve Student-Compliance Check Buyer Wage Adjustment

- There are usually 3-4 high school employees per year that are hired to do the compliance checks.
- The Alliance has groups that they work with at local schools and work through those networks for recruitment.

Motion to Approve Student-Compliance Check Buyer Wage Adjustment as presented by Health Department staff: Jennifer Eddy

2nd Motion: Terry Miskulin

Motion Carried: Yes (unanimous vote)

d. Approve 2022 Fund Balance Account allocations

- If any funding was needed for Health Department operations the fund balance is where it would come from.
- Special Projects include Strategic Planning which would be a one-time expenditure.
- The Board has full ability to designate the bulk of the funding. Use of fund balance can be requested and brought forward to the Board for approval as needed.

Motion to Approve 2022 Fund Balance Account allocations as presented by Health Department staff: Terry Miskulin

2nd Motion: Mark Kaeding

Motion Carried: Yes (unanimous vote)

e. Approve 2023 portion of 2020 – 2024 Health Department Capital Improvement Plan

- This allows the department to plan for depreciation and replacement for specific items.
- Inflation effects the dollar amounts and is something that the department is working on being able to evaluate effectively.

Motion to Approve 2023 portion of 2020 – 2024 Health Department Capital Improvement Plan as presented by Health Department staff: Mark Kaeding

2nd Motion: Jennifer Eddy

Motion Carried: Yes (unanimous vote)

f. Approve 2023 Pay Plan

- The purposed budget was built on a 2.5% economic increase.
- The Assistant Director and Health Officer are not included in the economic increase each year.
- The City is doing a 1.25 and 1.25% split and the County is doing a 3% economic increase.

Motion to Approve 2023 Pay Plan as presented by Health Department staff: Terry Miskulin

2nd Motion: Mark Kaeding

Motion Carried: Yes (unanimous vote)

g. Review and approve draft 2023 Health Department Budget

- The final budget will be in December 2022.
- We have had a lot of coverage coming in with COVID 19 funding over the last two years.
- Currently, we are purposing over \$500,000 in fund balance use.

- In previous years we really sought out new grant and funding sources. During the pandemic this was not something that we could support.
- A lot of grants that we receive are flat funded and do not take into consideration the increase in costs over time.

Motion to Review and approve draft 2023 Health Department Budget as presented by Health Department staff: Mark Kaeding
2nd Motion: Jennifer Eddy
Motion Carried: Yes (unanimous vote)

Other policy and informational items from staff for the Board

- a. COVID-19 update
 - We are currently in the CDC high level. We are seeing an increased number of cases and hospitalizations.
 - As a department we are following CDC guidelines to mask in public spaces.
 - We continue to encourage following the guidelines.
 - The health department does COVID testing 5 days per week.
 - CVTC has a testing site that opened this week as well.
 - Tuesdays continue to be COVID vaccination clinic day at the Health Department.
 - Novavax is a new vaccine we are talking with providers to see who will be offering it.
- b. Director/Health Officer Report
 - The County switched to a different email domain. Emails will still be sent to the previous addresses.
 - Monkeypox is being worked on and we anticipate getting cases. The Health Department web page has been updated to include information.
- c. Health Department 2023 Fee Discussion
 - We give advanced notice to licensed establishments letting them know of fee changes before the August Board of Health meeting.
 - We have given a 20% discount over the last two years for some regulated facilities related to COVID-19.
 - We are breaking down the classifications of DATCP risk classification system by revenue for some classes.
 - The % of cost and what the target should be is part of the conversation regarding fees.
- d. Strategic Plan Update
 - No changes from previous report due to the time frame that we measure.
 - Ongoing board engagement will be encouraged throughout the 2023 Strategic Plan Development process.
- e. Eau Claire Healthy Communities Quarterly Update
 - The Alliance for Substance Abuse Prevention and Healthy Communities are working together to form one team. There have been a lot of conversations about the best way to move forward together as a team.
 - CHIP is done and will be brought back to the board.
- f. Employee Handbook Update Discussion

- Board members are encouraged to provide any feedback with any questions, concerns, or ideas related to the handbook.
- g. Director Performance review mid-point update
 - This is the midpoint check in. Discussed progress to date.

Board member informational items

- a. Public Health Policy/Advocacy – WPHA/WAHL DAB update -no discussion
- b. Standing Committee Updates:
 - 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

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

- a. None made

Next scheduled BOH meeting is August 24, 2022 at 5:15 p.m.

Merey Price adjourned the meeting at 7:07 p.m.