

**December 13, 2023 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 Don Bodeau

Board Members

Present:

Don Bodeau
Jennifer Eddy
Mark Kaeding
Joshua Miller
Terry Miskulin (left
8:04pm)
Catherine Wildenberg
(left at 7:51)
Kim Cronk (virtual)
True Vue (arrived
8:05pm)

Quorum is reached

Board Members

Absent:

Staff Members Present:

Lieske Giese
Marisa Stanley
Hannah Artz
Tegan Ruland (recorder)

Additional Staff

Members:

Gina Holt (virtual)

Public:

Michael Khowv

Order of the Agenda. Request to pull items from Consent Agenda

- None Made

Public Comment

- None Received

Jennifer Eddy-celebration of service

Consent Agenda (Action Required-approved for full content)-5 *minutes*

- Approval of minutes from October 25, 2023 meeting-enclosed
- Approval of minutes from November 8, 2023 meeting
- Approval of Grant/Contract related budget adjustments
- Approval of Donation/Stipends

Motion to approve Consent Agenda: Mark Kaeding

2nd Motion: Catherine Wildenberg

Motion Carried: Yes (unanimous vote)

Business Item (Action Required)

- Approve the Advancing a Healthier Wisconsin Endowment Seed Grant award
 - Received a one-year grant to identify local needs and assess nutrition security in rural areas.
 - Will help to support, not only food availability, but nutritious food availability.
 - This grant aligns with top health priorities from the past three community health assessments.
 - This funds a portion of a position.

Motion to approve Advancing a Healthier Wisconsin Endowment Seed Grant as presented by health department staff: Terry Miskulin

2nd Motion: Joshua Miller

Motion Carried: Yes (unanimous vote)

b. Approve the Marshfield Clinic Health System Addressing Health Disparities Grant

- One-year grant to support the weekly farmers market at the Courthouse during summer months.

Motion to approve Marshfield Clinic Health System Addressing Health Disparities Grant as presented by health department staff: Mark Kaeding

2nd Motion: Catherine Wildenberg

Motion Carried: Yes (unanimous vote)

c. Approval of 2024 Budget

- City and County tax levy amounts have been finalized.
- Includes the transfer of the refuse program to the City in 2024.
- Includes changes related to the retirement of long-term employees and changes to the organizational structure as part of the recruitment process for that position.
- Includes positions that are supported through grants we are bringing forward or have accepted.
- It is a tight budget for 2024 and we are working on ways to increase revenue and decrease expenses.
- Provided explanation of the debt payment line item after board member Catherine Wildenberg question.
- Fund balance use this year (2023) has been adjusted due to grants and cost savings. There will be a better estimation of total fund balance use in January 2024.

Motion to approve 2024 budget as presented by health department staff: Josh Miller

2nd Motion: Catherine Wildenberg

Motion Carried: Yes (unanimous vote)

d. Approval of ECCHD Handbook Changes

- Handbook changes summarized in fact sheet.
- Changes would take effect January 1, 2024.
- Explanation of how they align with City policies per board member question.
- Potential additional costs could be seen with the parental leave policy and vacation policy.
- Board member Josh Miller shared they liked having the cost implications right in the summary table.

Motion to approve Eau Claire City-County Health Department Handbook changes as presented by health department staff: Catherine Wildenberg

2nd Motion: Mark Kaeding

Motion Carried: Yes (unanimous vote)

- e. Approval of Vacation Leave Pay Out
 - One-time payout for vacation time over 80 hours.
 - We continue to encourage staff to utilize their vacation to maintain employee well-being.
 - Share that high vacation balances still exist as a carryover from inability to use during pandemic and dedicated staff per question from Board member Mark Kaeding.

Motion to approve Eau Claire City-County Health Department Handbook changes as presented by health department staff: Josh Miller

2nd Motion: Terry Miskulin

Motion Carried: Yes (unanimous vote)

- f. Election of Board of Health President & Vice President
 - Don Bodeau previously self-nominated for president.
 - Mark Kaeding previously self-nominated for vice president.
 - No other nominations for president or vice president.

Motion to elect Mark Kaeding as Vice President of Board of Health for 2024 and to elect Don Bodeau as President of Board of Health for 2024: Terry Miskulin

2nd Motion: Josh Miller

Motion Carried: Yes (unanimous vote)

Other information items from staff for the Board

- a. Health Department Report-enclosed
 - Service Recognition
 - Tegan Ruland, Clinical Services and Operations Division Manager-10 years
 - Cortney Sperber, Policy & Systems Division Manager-10 years
- b. Workforce Development Update-enclosed
 - Currently working on core competency assessment.
- c. Board of Health documents and plans summary-enclosed
 - Sharing of the policies and plans that the health department maintains for review by the board of health.
 - Will be bringing an item in the future for Board to determine which ones need approval by the Board of Health.
 - No clear indication from the health department accrediting body or state statute of requirements other than budget.

Board member informational items

- a. Public Health Policy/Advocacy
 - WPHA/WALHDAB Legislative Priorities-enclosed
- b. Standing Committee Updates: verbal
 - City Council: [City Council Agendas | City of Eau Claire, Wisconsin \(eauclairewi.gov\)](https://eauclairewi.gov)
 - (1) Dr Terri Nordin will start as new board position replacing Jennifer Eddy.
 - (2) City will be taking over the refuse program in 2024, except for human health hazards.
 - (3) Work session on how to help residents feel welcome to the community, specifically related to refugee resettlement.

- County Board: [County Board Meeting Agendas & Minutes | Eau Claire County \(eau-claire.wi.us\)](https://www.eau-claire.wi.us)
 - (1) Discussion on opioid task force.
 - (2) Committee met yesterday to decide how to allocate the rest of the ARPA funding.
 - (3) Administrative committee met to talk about peer support program for opioid additional funding around \$14,000 and a funding proposal for a half time position for opioid work. Approved by County Administration Committee and will now go to County Board. This is related to the position the Board of Health approved through the budget approval for the health department.
- Ground Water Advisory Committee: [Groundwater Advisory | Eau Claire County \(eau-claire.wi.us\)](https://www.eau-claire.wi.us)
 - (1) Meeting has not yet been rescheduled.
- Opioid Settlement Task Force: [Opioid Task Force:](#)
 - (1) This was included in the County Board update.
- c. Review and finalize draft of 2024 Board of Health calendar-enclosed
 - Send any known conflicts to Gina Holt.
 - Checking on whether March 27 is UWEC spring break.
 - Mark Kaeding will be absent for January 24, 2024 meeting.
- d. November work session follow up –
 - Request to hold until January 2024 meeting.

Requests from Board members for future agenda items to be given consideration – *1 minute*

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

Motion to move into closed session: Josh Miller

2nd Motion: Mark Kaeding

Motion Carried on Roll Call Vote: Yes

Ayes: Don Bodeau, Jennifer Eddy, Mark Kaeding, Joshua Miller, Terry Miskulin, Catherine Wildenberg, Kim Cronk

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

At 8:03pm a motion was made by Joshua Miller and a 2nd by Jennifer Eddy to move back into open session. The motion was carried by unanimous yes vote. The Board and Director reconvened in open session.

Motion by Jennifer Eddy to increase Director Elizabeth Giese's annual rate of compensation by 4% for the 2024 calendar year. 2nd motion: Josh Miller. Motion carried by unanimous yes vote.

2. Next business meeting – January 24, 2023, 5:15 p.m.
3. Dr. Bodeau Adjourned meeting at 8:07 pm