



WINNEBAGO COUNTY PUBLIC HEALTH NURSING
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Winnebago County Board of Health Meeting Minutes

Public Health Office 07:30 AM

1. Call to order
2. Announcement of Quorum: All present.
3. Additions to the Agenda
 - Jayne added #: Workman's Comp Issue
 - Jayne added # 14: RAGBRI July 22 closure of office at noon per BOS
4. Approval of the last Minutes-(May 2014 meeting: All approved minutes as written for May.
5. Advisory Board -(Quarterly-August)

6. **Governance:** Go thru standards-done

Practice fiscal oversight: End of May

- Nursing Department
 - Revenue Department \$98,394.34
 - Expenses Department \$78,771.46
- Environmental Department
 - Revenue Department \$3,046.62.00
 - Expenses Department \$2452.26
- Total Percentage YTD
 - Nursing Department: Revenue 102.14% Exp: 84.92%
 - Environmental Department: Revenue: 73.35% Exp: 85.42%
- Ending Fund Balance: \$110,976.03
- FY 13014 Amended Budget

Discussion. Board noted.

7. **Administration:** Standards-Done

- Billing:
- Medicare/Medicaid /Private Pay
 - Private pay clients
 - State dollars
 - Elderbridge Funding
 - LPHS Dollars receiving: Jayne reported our agency is receiving additional money. The amount has not yet been determined by the state.
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8. **Communication/IT:** Go thru standards with BOH—done

- Sign: Discussion on the LED sign. Jayne report the Eric Guth, County IT is working on getting it repaired. BOH would like it up and going by July 22 if possible.

- Server : Jayne reports we did get a new server. 25% of payment was from BT funding.

9. Workforce: Go thru standards with BOH- done

- Admits and Discharges: Jayne reports increase caseload to all nurses since we had one nurse retire and one is on sick leave. She reports hiring of one part time RN at this time.
- Personnel: No reports
- Workman's Comp: Jayne reports the BOS passed that each agency will be paying for the employee's workman's comp. This will have been paid by the county in the past. Now it will come out of our budget accordingly by the number we employ. This will change our budget by approx. \$17,000. Discussion followed. BOH would like Jayne to talk to the BOS about this.
- Board noted above.

10. Community Assessment and Planning: Go thru standards with BOH-

Upcoming meetings:

- BT Regional Meeting-Webinar/Executive Meeting-Jayne
- Empowerment meetings-Jayne
- Winnebago Tobacco Coalition meeting---Jayne
- HFA Supervisors Meeting-Allison/Ashley
- Weekly nurses meeting-all nurses
- Community Cares Coalition-Jayne
- Meeting attended and events:
 - Regional/State BT Meeting-Jayne
 - Tobacco Meeting & Task Force..... Jayne
 - Empowerment Meeting Regional—Jayne
 - HFA week training—Ashley

11. Evaluation: Go thru standards with BOH-

- Chart audit—Due August
- Deyta update: Jayne reports no neg comments noted.

12. Prevent Epidemics and the Spread of Disease: Go thru standards with BOH-

- Food Inspection Report: Jayne reports none for the month of June noted by the state.

13. Protect against Environmental Hazards: Go thru standards with BOH-

- Sanitarian Report: Ron Kvale's reports given with no questions noted.

14. Prevent Injuries: Go thru standards with BOH-

- Love your Kids Injury Prevention Grant: Jayne reports we have not heard if we received this at this time.
- 7/22/2014: Jayne reports our office will be closed due to RAGBRI per BOS.
- Board noted.

15. Promote Health Behaviors: Go thru standards with BOH-

- WiseWomen Screening and BCC Program changes

- Foot clinics/Cholesterol Clinics
- Tobacco Coalition Winnebago County: Jayne reports we did get send in RFP and will wait to see if we were awarded this time around. Coalition is moving forward and are excited to be getting new members.
- Healthy Families of America update: Jayne reports we are getting papers ready to be sent in for national accreditation. The site visit will be Sept 22 and 23.
- Board noted.

16. *Prepare for/Respond to/and Recover from Public Health Emergencies Preparedness:*

Go thru standards with BOH-

- BT updates –FY 14’ updates: Jayne reports we had good response at our BT Coalition meeting. Hoping to continue to get more partners in the future.
- RFP FY 15 BT Coalition: Has been sent in and have not heard if we were awarded as of this time.

Meeting adjourned by Sonja, seconded by Mike. All if favor.

Next Board Meeting: August 18, 2014
 Next Advisory Meeting: August 18, 2014
 Adjournment