

Waupaca County Department of Public Health  
Board of Health meeting Minutes  
November 22, 2023  
Waupaca County Courthouse  
Room 1068  
811 Harding Street  
Waupaca, WI 54981

DRAFT

Board of Health Chair Bosquez called the meeting to order at 8:03am.

Board Members Present: Peter Bosquez, David Morack, Judi Olson, Dr. Steven Goedderz, Gerald Murphy, Elissa Stults  
Board Members Absent: Ricky Ertl  
Staff Present: Jed Wohlt, Ashleigh Ferg, Evan La Plant  
Public Present: none

Chair Bosquez gave the open meeting statement and passed roll call sheet.

MOTION: Supervisor Morack moved to approve the agenda. Motion seconded by Olson. Motion carried without a negative vote.

MOTION: Stults moved to approve Minutes of previous meeting (10/25/2023). Motion seconded by Olson. Motion carried without a negative vote.

Public Comment: None

Program Presentation: Water Laboratory

1. General Board Business

a. Action Item - Department Fees

MOTION: Murphy moved to approve fee rates as presented. Motion seconded by Morack. Motion carried without a negative vote.

b. ARPA Funding Updates

Health Officer, Wohlt provided update to last mentioned deadline for ARPA funds allocation of funds. After review, funds must be spent by year end 2024.

c. 2023 Budget

Health Officer, Wohlt projects to come under 2023 budget, mostly due to various position vacancies.

2. Personnel

a. Employee Resignations/ Retirements/ Recruitments

Health Officer Wohlt shared staff and recruitment updates. One recent resignation in the Community Health Educator and Preparedness Coordinator position. Currently two offers accepted for Nutrition Educator position and Part Time Limited Term Employee Nurse position. Vacant position will be posted next week.

3. Health Officer's Report and Agency Overview

a. General Updates

Wohlt commented in year 2023 Public Health has seen some departures with staff. Most of these have been due to career advancement opportunities.

4. Supervisor Report(s): Conference, Seminar, Convention, and/or Webinar Report(s)

Morack attended Community Health Action Team event held in New London, regarding Social Media and Youth Mental Health Plunge.

5. Adjourn – Next meeting December 27, 2023

MOTION: Morack moved to adjourn. Motion seconded by Stults. Chair Bosquez adjourned meeting at 9:03 am.

Submitted,  
Ashleigh Ferg  
DPH Program Assistant

# Monthly Department of Public Health Activity Report to the Board of Health

To: Board of Health  
From: Jed Wohlt, Health Officer  
Date: December 20, 2023

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## Purpose of Report

The purpose of this report is to provide a brief overview of operations of the Waupaca County Department of Public Health (DPH) as well as a primer for the monthly board meeting.

## Board Meeting Primer

### Program Presentation: Child Car Seat Program

1. General Board Business
  - a. Facility Updates
  - b. Mother Infant Therapy Group (MITG) Project

### Health Officer's General Update:

This month we are going to highlight our child passenger program with a short presentation. This program has seen strong demand since it was re-started in 2022. We will also discuss a research project that our home visitation program is participating in partnership with UW Madison.

### Personnel and Staffing Updates:

Departures:

- None

New Hires

- Brittany Jaeger, WIC Nutrition Educator; Amanda Reid, Public Health Nurse (PT, LTE)

Active Recruitments:

- Community Health Educator

### Financial Updates:

2023	September	October	November
Revenues	15,272.01	26,638.87	35,321.37
Expenses	107,614.25	114,744.19	112,243.99
Financial Position	(\$92,342.24)	(88,105.32)	(76,933.62)

**Program Data:**

<b>Communicable Disease Data</b>	<b>September</b>	<b>October</b>	<b>November</b>
Reportable Cases	127	149	193

<b>Environmental Health Data</b>	<b>September</b>	<b>October</b>	<b>November</b>
# of Inspections Completed	25	38	55
# of Water Samples Processed	34	43	30
# of Complaints Investigated	4	6	2

<b>Healthy Beginnings &amp; Prenatal Care Coordination Data</b>	<b>September</b>	<b>October</b>	<b>November</b>
HB Families Enrolled	49	52	52
PNCC Families Enrolled	2	3	4
Families on Waitlist	0	0	0
Referrals (HB+PNCC)	4	8	6

<b>WIC Data</b>	<b>September</b>	<b>October</b>	<b>November</b>
Total Participants	685	669	675
# of Referrals	22	17	14