

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

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:

Communicable Disease Data	September	October	November
Reportable Cases	127	149	193

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

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

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