

Taylor County Board of Health

December 3, 2021

Ground Floor Sheriff Training Room

Call Meeting To Order: Tim Hansen called the meeting to order at 9:00 am.

Members Present: Tim Hansen, Dr. Cathy Reuter, Regina Syryczuk, Carol Tuma, Earl Hinkel, Diane Albrecht and Dr. Sally Nazer

Members Absent: Rolland Thums

Other Attendees in person and zoom: Doug Branowitzer, Kristin Kohn, Stacy Doriot, Sue Swiantek, Lynn Rosemeyer, Mitch Peters, Patty Krug and Michelle Cahoon

Approve Minutes: A motion was made by Earl Hinkel and seconded by Carol Tuma to approve the September 2021 minutes as submitted. Motion carried.

Approve Agenda: A motion was made by Diane Albrecht and seconded by Regina Syryczuk to approve the agenda as presented. Motion carried.

Public Comment: Lynn Rosemeyer and Mitch Peters provided comments to the board in reference to COVID.

Monthly Bills: A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the September, October and November 2021 bills as submitted. Motion carried.

Update on Programs:

Agent Status Program:

1. Patty informed the committee, Anthony, EHS continues to complete inspections and providing information to community members who are interested in opening a licensed facility and mobile food stands.

Public Health Activities

1. Patty introduced Karen Kropp-Mueller, Registered Nurse as the newest member of the health department.

2. **Covid Update:** Patty and Michelle updated the committee on current number of cases, positive, close contacts, hospitalizations, maps with vaccination rates for covid vaccine, hours, wages and benefits costs for covid activities, grant funding, updating schools and industries with covid information, testing schedule sponsored by the health department and vaccination clinics collaborating with the National Guard teams. They answered questions from the public and board members about the data and processes in place for covid activities.

3. **Approve/Reject updated job descriptions:** Patty presented the public health director job description approved by personnel but needs approval by the committee. She reminded the committee her last day of employment will be February 1st. A motion by Earl Hinkel and seconded by Diane Albrecht to approve the job description for the public health director. Motion carried.

4. **Approve/Reject filling job vacancies:** Patty informed the committee her job will need to be filled. We are still waiting to fill the WIC/Public Health Aide position which interviews

have been completed and waiting for references. Two fulltime nurse positions are also open at this time.

5. **Additional activities:** Fluoride varnish first applications have been completed in schools. The Dental Sealant program provided by Price County to Taylor County schools are on hold because they do not have a dental hygienist. Sally Nazer asked if Price County could send a letter to the dental providers providing them this information. Patty provided the data for the completed vision screening in schools this year. She provided information on the Cribs for Kids program, assisting with onboarding of new employees, Taylor County Moving for the Cure has awarded 42 individuals with a stipend which the health department reviews the application for approval, the Taylor County Community Health Improvement Plan is required to be updated in 2022. The health department is collaborating with Aspirus Medford to update the plan. The health department provided cost share for the advertising of the community survey in print and radio to be completed by Taylor County citizens. The next step is to review the data package, and this is planned to be held on January 20th. Dr. Cathy Reuter will resign as a board of health member and Medical Director effective December 30th, 2021, and Regina Syryczuk has resigned as a board of health member. The committee thanked them for their years of service to Taylor County as a member of the board of health.

6. **Update on Grants:** Negotiations for the 2022 grants have been completed, public health emergency grant objectives need to be reviewed to begin to complete the requirements. The health department paid the balance on the emergency response grid books.

Scheduled Trainings/Conferences:

Public Health Director Orientation: January 2022

Operations Conference for health departments: Feb 2022

State of Wisconsin Emergency Management-March 2022

Review of Human Health Hazard Investigations: None

Communicable Disease Investigations: Patty reported continued investigations for reported illnesses of COVID.

Correspondence: None

Other meetings attended by committee members: None

Discussion between board members and Health Department employees regarding various operational topics. No action will be taken on any of the topics discussed:

Next Committee Meeting: The next meeting of the Taylor County Board of Health Committee will be Friday, January 21, 2022 at 9:00 am.

Adjournment: A motion by Diane Albrecht and seconded by Regina Syryczuk to adjourn the meeting at 10:30 am. Motion carried.

Respectfully submitted: Patty Krug, Health Officer

Taylor County Board of Health

September 10, 2021

Third Floor, County Board Room

Call Meeting To Order: Tim Hansen called the meeting to order at 9:30 am.

Members Present: Tim Hansen, Dr. Cathy Reuter, Regina Syryczuk, Carol Tuma, Earl Hinkel and Rollie Thums.

Members Absent: Diane Albrecht and Dr. Sally Nazer

Other Attendees: Patty Krug and Michelle Cahoon

Approve Minutes: A motion was made by Rollie Thums and seconded by Earl Hinkel to approve the July 2021 minutes as submitted. Motion carried.

Approve Agenda: A motion was made by Carol Tuma and seconded by Regina Syryczuk to approve the agenda as presented. Motion carried.

Monthly Bills: A motion was made by Regina Syryczuk and seconded by Earl Hinkel to approve the July and August 2021 bills as submitted. Motion carried.

Update on Programs:

Agent Status Program:

1. Patty informed the committee, Anthony, EHS had his biannual state standardization with the state inspector yesterday and waiting for the written report.
2. Patty informed the committee, the State DATCP program reversed a decision related to licensing of USDA meat plants and funds were returned to those individuals who had paid a license fee due to the change since January 2021.

Public Health Activities

1. Covid Update: Patty and Michelle updated the committee on current number of cases, positive, close contacts, hospitalizations and number of cases since 09/03/2021 reflecting the surge of cases in Taylor County. She explained the impact on agency hours, staff working to contact trace and working with schools for notification of positive cases. The schools are completing the contact tracing and school notification to parents. She reported on numbers of individuals vaccinated at our walk-in evening clinics this past month.
Patty also reported on conversations with Aspirus Medford related to vaccinations and testing for our local community citizens and impacts we have encountered for access, working with a state team to increase access for vaccinations and testing through the National Guard teams and other business entities.
2. Update on staff recruitment: Interviews were completed. Patty is meeting with personnel on Monday, September 13th to discuss consideration of employment and compensation.
3. Approve/Reject to hire additional occasional status, Health Department Program Specialists Grant funded: Patty request this approval which has also been placed on the personnel committee agenda for programs such as covid, vision screening, hearing

screening and fluoride varnish. The intent is to reach out to individuals who may have this experience and to have them employed as this status to work with health department staff during times of need. Our agency wants to continue to provide prevention services especially right now with our need during staff recruitment. These positions will be grant funded, no tax levy or benefits attached to them. A motion was made by Earl Hinkel and seconded by Rollie Thums to approve the hiring of additional grant funded occasional status, health department program specialists. Motion carried.

4. Additional activities: Michelle Cahoon wrote a dental grant upon recommendation of Dr. Sally Nazer and received a \$2000 grant award for our fluoride varnish program. The upcoming youth risk behavior survey will be completed by schools for the drug free community grant. The health department will send consent forms and frequently asked questions about the survey to parents for the schools. We have scheduled vision screening and dental fluoride varnish dates for schools. Patty updated the committee due to staffing; we are continuing the senior site nail care program but cannot schedule in office nail care. Patty is working with Amanda Lange, Aspirus Medford to begin the process for our next Community Health Improvement plan and the survey for community members. The Suicide Awareness Walk is tonight and Michelle worked on the event with the committee.

Update on Grants:

Patty reported she has completed minimal work on them due to COVID activities. Grant negotiations have begun for 2022.

Scheduled Trainings/Conferences: None

Review of Human Health Hazard Investigations: None

Communicable Disease Investigations: Patty reported continued investigations for reported illnesses of sti's, enteric, lyme's, and COVID.

Correspondence: None

Other meetings attended by committee members: None

Approve/Reject 2022 Taylor County Health Department Budget: Patty provided a budget to the committee for review and noted it is in a new format for this year. She identified after discussion with the county accountant, the revenue side of the 602 accounts will be decreased upon recommendation of the county accountant to reflect the proposed amount of expenditures match the revenue side for COVID grant programs. Some these funds are for two or more years and the amount I placed in the revenue side is for the two years. The amount will be adjusted at year end to reflect the final revenue and expenditures associated with the covid grant programs. A motion was made by Rollie Thums and seconded Earl Hinkel to approve the budget as presented and forward to the budget review committee. Motion carried.

Discussion between board members and Health Department employees regarding various operational topics. No action will be taken on any of the topics discussed: Dr. Reuter discussed her experience; she is seeing in her practice and the increase in difficulty finding hospital beds for covid patients who need more medical attention.

Next Committee Meeting: The next meeting of the Taylor County Board of Health Committee will be Friday, November 12, 2021 at 9:00 am.

Adjournment: A motion by Rollie Thums and seconded by Earl Hinkel to adjourn the meeting at 10:05 am. Motion carried.

Respectfully submitted: Patty Krug, Health Officer

Taylor County Board of Health

July 9, 2021

Ground Floor, Sheriff training room

Call Meeting To Order: Tim Hansen called the meeting to order at 9:30 am.

Members Present: Tim Hansen, Dr. Cathy Reuter, Regina Syryczuk, Diane Albrecht, Carol Tuma, Earl Hinkel and Dr. Sally Nazer.

Members Absent: Rollie Thums

Other Attendees: Patty Krug

Approve Minutes: A motion was made by Earl Hinkel and seconded by Carol Tuma to approve the May 2021 minutes as submitted. Motion carried.

Approve Agenda: A motion was made by Diane Albrecht and seconded by Regina Syryczuk to approve the agenda as presented. Motion carried.

Monthly Bills: A motion was made by Regina Syryczuk and seconded by Earl Hinkel to approve the May and June 2021 bills as submitted. Motion carried.

Update on Programs:

Agent Status Program:

1. Patty informed the committee license renewals were sent out. We have four facilities who did not pay or postmark their letter by June 30th requiring them to pay the additional late fee.
2. The water lab has been busy with samples to be evaluated. We have our inspection by the State of Wisconsin scheduled for July 12th.

Public Health Activities

Patty updated the committee on the nursing interviews and results. Michelle has contacted schools related to vision screening dates and reviewing dates for the dental fluoride varnish program. Medford schools has their child development days on August 11th and our staff will participate. Patty reported she has reviewed and updated agency policies. She reported the office is providing COVID vaccine clinics at the health department to include Johnson & Johnson vaccine and will begin offering the Pfizer vaccine as of July 13th and the reasons for offering the vaccines. Our office will begin to provide nail care at the Senior Meal sites beginning in July. The health department and the hospital have begun discussions to update the Taylor County Community Health Improvement Plan.

Patty updated the committee related to the efforts of WALHDAB to assist public health agencies with special projects for grant requirements. These efforts will require an additional fee and save the health department some staff costs for these plans. The costs for the special projects will be covered by our COVID grant funds. A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the funding for the WALHDAB Special COVID project dues. Motion carried.

Resolution Expressing Appreciation to Michele Armbrust for many years of service to Taylor County. A motion was made by Diane Albrecht and seconded by Earl Hinkel to approve the resolution and forward to the county board. Motion carried.

Update on Grants:

Patty reported the Covid and Pher grant requirements through June 30th have been completed and submitted to meet grant requirements

WIC will continue phone visits through August 31st per the state.

COVID grant funding: Patty reviewed the state/cdc has placed many restrictions on how the money for the grant funding can be utilized. At this time, it can only be used for contact tracing, testing and school testing. Local public health departments are currently having discussions with the state concerning the numerous restrictions which were not clarified when monies were first received.

PHER grant: Patty informed the committee of utilizing these grant dollars for a project with the Taylor County Fire Association and first responders in regards to the zone/atlas map. She explained the purpose of this document which does assist public health with some public health emergencies. She paid for some of the cost using her grant dollars which ended on June 30th, 2021 and plans to use additional funds to cover some of the costs for this next grant year.

Scheduled Trainings/Conferences:

All conferences are virtual: Public Health Practice, Asthma Coalition training, and the 2021 PALS leader training.

Review of Human Health Hazard Investigations: None

Communicable Disease Investigations: Patty reported continued investigations for reported illnesses of sti's, enteric, lyme's, tb and COVID.

Correspondence: None

Other meetings attended by committee members: None

Discussion between board members and Health Department employees regarding various operational topics. No action will be taken on any of the topics discussed: Discussion on potential policy related to covid.

Next Committee Meeting: The next meeting of the Taylor County Board of Health Committee will be Friday September 10, 2021 at 9:30 am.

Adjournment: A motion by Diane Albrecht and seconded by Regina Syryczuk to adjourn the meeting at 9:30 am. Motion carried.

Respectfully submitted: Patty Krug, Health Officer

Taylor County Board of Health

May 7, 2021

Ground Floor, Sheriff training room

Call Meeting To Order: Rollie Thums called the meeting to order at 9:30 am.

Members Present: Dr. Cathy Reuter, Regina Syryczuk, Diane Albrecht, Carol Tuma, Rollie Thums, Earl Hinkel and Dr. Sally Nazer.

Members Absent: Tim Hansen

Other Attendees: Patty Krug and Michele Armbrust

Approve Minutes: A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the April 2021 minutes as submitted. Motion carried.

Approve Agenda: A motion was made by Carol Tuma and seconded by Dr. Sally Nazer to approve the agenda as presented. Motion carried.

Monthly Bills: A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the April 2021 bills as submitted. Motion carried.

Update on Programs:

Agent Status Program:

1. Patty informed the committee; a letter was sent to Mr. Hamman concerning the board's decision about his license.
2. Patty noted the agency has received the new Kwik Trip plans for review for their retail license for approval.

Public Health Activities

Patty provided the information related to fluoride varnish program in the schools, new payroll system and challenges with it, introduced Michelle Cahoon, the new Lead Public Health Coordinator replacing Michele Armbrust, Taylor Moving for a Cure activities, Public Health Aide and Nurse replacements potential interview dates, beginning to review some community education classes to provide to the public such as Stop the Bleed.

Patty presented the 2020 Taylor County Health Department Annual Report and answered any questions. A motion was made by Earl Hinkel and seconded by Diane Albrecht to accept the report and forward to the county board. Motion carried.

COVID Activities Report

Patty presented the COVID activities report including number of cases, hours and financial impact for Taylor County. She discussed the outreach that has been done for the community clinic, onsite industry clinic request and a summary of a report from Aspirus Medford and Marshfield Clinic waiting list. She reported she has collaborated with Marshfield Clinic for a Saturday clinic to be held at the Marshfield Dental Clinic (Medford site) for the Pfizer and Janseen vaccine. Discussion was also noted for a clinic in the Jump River area which they are

also planning to do soon at the Jump River Community Center. She noted some gaps for individuals are those who are homebound and do not have access to the vaccine, but the health department does not have the capacity with staff or EMS to provide this type of clinic and noted those agencies who are providing these services do have the option to become vaccinators and provide this service to their clients. She also reported on the altercation at one of their covid community clinic sites which required 911 to be called to assist with the situation.

Patty noted with just a few people on the medical system wait list and none on our agency wait list for vaccine, the number of opportunities to receive vaccine at other sites in our area including Walmart, increase difficulty for law enforcement and EMS coverage. At this time, she asked the board to review the need for the health department to continue community covid clinics since there appears to no longer be an issue to access the opportunity to be vaccinated. The last community-based clinic to be provided by the health department would be June 2nd. A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the health department will not provide any community covid clinics after June 2, 2021. Motion carried.

Update on Grants:

Drug Free Community Grant: Patty is currently working with Medford Schools for next years grant reports and the completion of the YRBS survey by all schools in the fall of 2021.

WIC will continue to be by phone through August 31st per the state.

COVID grant funding: Patty reviewed the updated grant award through October 2022.

All of our other grant work is on hold until the agency can increase our number of covid vaccination opportunities to our community.

Approve/Reject Registered Dietician addendum contract: Patty reviewed the request to increase the amount of the contract for 2021 due to the dietician has been working alone in the WIC program due to not hiring a public health aide/WIC clerk yet and she will need to work additional days for training the new person. A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the 2021 Registered Dietician addendum contract as presented. Motion carried.

Scheduled Trainings/Conferences:

Rib Lake School Nurse orientation will be held once a nurse is hired for this position.

Review of Human Health Hazard Investigations: None

Communicable Disease Investigations: Patty reported continued investigations for reported illnesses of sti's, enteric, lyme's blastomycosis and COVID.

Correspondence: None

Other meetings attended by committee members: None

Discussion between board members and Health Department employees regarding various operational topics. No action will be taken on any of the topics discussed: None

Next Committee Meeting: The next meeting of the Taylor County Board of Health Committee will be determined by the Chair of the committee and the date will be sent to board members.

Adjournment: A motion by Diane Albrecht and seconded by Carol Tuma to adjourn the meeting at 10:40 am. Motion carried.

Respectfully submitted: Patty Krug, Health Officer

Taylor County Board of Health

April 12, 2021

County Board Room, 3rd floor

Call Meeting To Order: Tim Hansen called the meeting to order at 9:30 am.

Members Present: Dr. Cathy Reuter, Regina Syryczuk, Diane Albrecht, Carol Tuma, Rollie Thums, Earl Hinkel, Dr. Nazer and Tim Hansen.

Members Absent: None

Other Attendees: Patty Krug

Approve Minutes: A motion was made by Regina Syryczuk and seconded by Carol Tuma to approve the March 2021 minutes as submitted. Motion carried.

Approve Agenda: A motion was made by Earl Hinkel and seconded by Rollie Thums to approve the agenda as presented. Motion carried.

Monthly Bills: A motion was made by Earl Hinkel and seconded by Dr. Nazer to approve the March 2021 bills as submitted. Motion carried.

Update on Programs:

Agent Status Program:

1. Patty provided the committee as requested the administrative code for tourist rooming houses, an opinion related to Balsam Hollow Ranch if it meets the criteria, and the webpage of the business. A motion was made Dr. Cathy Reuter and seconded by Earl Hinkel, this facility does meet the definition of a tourist rooming house and meets the criteria to be licensed. Motion carried. Patty will notify the owner of the board's decision and the owner's options.

Public Health Activities

Patty provided the information related to COVID activities which included: percentage of Taylor County residents vaccinated, number of vaccines provided by the department since our last meeting, community clinics being offered, industry clinics and outreach to offer more clinics at industries, Walmart is the 3rd vaccination site located in Taylor County, schools have completed vaccinations, 21 new positive cases since April 1st, our request to be a community clinic site (guaranteed a quantity of vaccine every week) is on hold, decline in number of COVID vaccines coming to Wisconsin the next couple of weeks.

Patty asked the board to support the Taylor County Health Department continued recommendations as noted from Wisconsin Division of Public Health for prevention measures of COVID. After much discussion, a motion was made by Earl Hinkel and seconded by Diane Albrecht to continue to support the Taylor County Health Department recommendations as from Wisconsin Division of Public Health for prevention measures of COVID. 7 members voting yes, Rollie Thums-present.

Other public health activities include vision screening, fluoride varnish in schools, reviewing year end expenses for reporting, and advertising for two new public health nurses. The lead Public Health Coordinator position has been offered and will present the person at our next

meeting.

Update on Grants:

Drug Free Community Grant: Patty will continue to offer support for the Medford School District financial portion of the grant.

Additional COVID dollars: The agency has been informed today via email; they should expect a contract for additional grant dollars to assist with measures related to COVID. She will provide the committee with an update at our next meeting.

Scheduled Trainings/Conferences: None

Review of Human Health Hazard Investigations: None

Communicable Disease Investigations: Patty reported continued investigations for reported illnesses of Lyme's and COVID.

Correspondence: None

Taylor County Code Chapter 5 for change in state statute to add "Micro Market" designation: Patty noted we need signatures of the board of health for the ordinance and restaurants are included in Chapter 5 as retail food establishments to align with state code.

Other meetings attended by committee members: None.

Discussion between board members and Health Department employees regarding various operational topics. No action will be taken on any of the topics discussed: None.

Next Committee Meeting: The next meeting of the Taylor County Board of Health Committee will be Friday, May 7, 2021 at 9:30 AM.

Adjournment: A motion by Diane Albrecht and seconded by Regina Syrczuk to adjourn the meeting at 10:14 am. Motion carried.

Respectfully submitted: Patty Krug, Health Officer

Taylor County Board of Health

March 5, 2021

County Board Room, 3rd floor

Call Meeting To Order: Tim Hansen called the meeting to order at 9:30 am.

Members Present: Dr. Cathy Reuter, Regina Syryczuk, Diane Albrecht, Carol Tuma, Rollie Thums, Earl Hinkel and Tim Hansen.

Members Absent: Dr. Nazer

Other Attendees: Wayne Hamann, Patty Krug and Michele Armbrust

Approve Minutes: A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the January 2021 minutes as submitted. Motion carried.

Approve Agenda: A motion was made by Diane Albrecht and seconded by Rollie Thums to approve the agenda as presented. Motion carried.

Monthly Bills: A motion was made by Regina Syryczuk and seconded by Earl Hinkel to approve the January and February 2021 bills as submitted. Motion carried.

Update on Programs:

Agent Status Program:

1. Patty informed the committee, we have licensed new facilities and answered questions about licensing for some new potential owners of businesses.
2. Discussion related to facilities who did not renew license by deadline set by Board of Health. Wayne Hamann presented to the board his reasons for reconsideration of his requirement to be licensed for his hunting business as a Tourist Rooming House. Patty explained Mr. Hamann had not met the guidelines to renew his license on time and with the extension to pay a late fee. Per the Board of Health at our last meeting, this business did not meet the timeline to pay for his current license and must pay for a preinspection and license as a new business. The board requested Patty to bring back to the board the state statute and licensing regulations for the determination of a tourist rooming house to the next board of health meeting for discussion. Mr. Hamman left the meeting at this time.

Public Health Activities

Patty provided the information related to COVID vaccinations, the amount of vaccine asked for and provided by the state of Wisconsin for the health department. She reviewed the DHS map, percentage of first-time doses and some factors that will and have impacted the percentage of individuals who are vaccinated. She reviewed the eligible priority groups who our agency has reached out to for vaccinations. She provided information related to school and childcare vaccinations and those eligible groups who can sign up for vaccinations through the health department. She acknowledges it is difficult to wait and have patience for the covid vaccine, but Taylor County is limited by only having two agencies vaccinating in Taylor County to reach our population versus other counties with multiple agencies vaccinating. The percentages on the

DHS map reflect Taylor County residents who are vaccinated no matter where they receive their vaccine and does not reflect any factors or work behind the scenes to achieve higher vaccination rates.

She provided information of services the health department has resumed from our office such as nail care, continue fluoride varnish and vision screenings in school and immunizations for the community and continued collaboration for events such as the Taylor County Moving for a Cure.

Update on Grants:

Drug Free Community Grant: Patty has completed all of the required reporting for financial records and assisted Medford School District complete their first report for the Drug Free Grants which they were just awarded.

All of our other grant work is on hold until the agency can increase our number of covid vaccination opportunities to our community.

Scheduled Trainings/Conferences:

Identified trainings and updates are currently all virtual.

Review of Human Health Hazard Investigations: None

Communicable Disease Investigations: Patty reported continued investigations for reported illnesses of sti's, enteric, lyme's hepatitis and COVID.

Correspondence: None

Job Vacancies

1. Approve/Reject Filling Full Time Lead Public Health Coordinator Position: Patty explained Michele Armbrust has filed her retirement notice effective June 4th. She is requesting this position is filled. A motion by Rollie Thums and seconded by Regina Syryczuk to approve filling this position. Motion carried.
2. Approve/Reject Filling part time Public Health Aide/WIC clerk position: The person in this position last day is today and is leaving for a full-time position which our agency could not offer. Patty request this position is filled. A motion by Regina Syryczuk and seconded by Earl Hinkel to fill this position. Motion carried.
3. Discussion and Approve/Reject request for contract for a part time School Nurse position for Rib Lake Schools: Rick Cardey, Rib Lake School Superintendent has requested to contract with Taylor County Health Department for a ½ time position during the school year and will pay the cost per hour for wage/benefit. Patty explained she would like to have this position and supplement this position as a full-time position who will work with grants and public health during non-school hours. As the agency continues to move for succession planning this offers an opportunity especially in light of the recent pandemic to have additional nurses trained for communicable disease investigation, emergency preparedness etc.

4. Approve/Reject Filling additional Full Time Public Health Nurse Position. A motion was made by Rollie Thums and seconded by Dr. Cathy Reuter to fill this position working half time with Rib Lake School District during the school year and the additional time with public health activities. Motion carried.
5. Approve/Reject job descriptions for Lead Public Health Coordinator Position: A motion by Diane Albrecht and seconded by Earl Hinkel to approve the job description. Motion carried.
6. Approve/Reject job description for Public Health Aide/WIC Clerk position: A motion by Diane Albrecht and seconded by Earl Hinkel to approve the job description. Motion carried.

Approve/Reject Taylor County Code Chapter 5 for change in state statute to add “Micro Market” designation: Patty noted this rewrite was needed to align with the new state statute for language for Micro Market. The committee discussed some items that may have been inadvertently lined that still needs to be in the code. A motion was made by Rollie Thums and seconded by Dr. Cathy Reuter to approve the presented code rewrite and the amendments noted. Motion carried.

Approve/Reject License Fee for Micro Markets: Patty stated no action needed as this was discussed and approved at our January meeting.

Other meetings attended by committee members: None

Discussion between board members and Health Department employees regarding various operational topics. No action will be taken on any of the topics discussed: None.

Next Committee Meeting: The next meeting of the Taylor County Board of Health Committee will be Monday, April 12, 2021 at 9:30 AM.

Adjournment: A motion by Rollie Thums and seconded by Earl Hinkel to adjourn the meeting at 10:36 am. Motion carried.

Respectfully submitted: Patty Krug, Health Officer

Taylor County Board of Health

January 8, 2021

County Board Room, 3rd floor

Call Meeting To Order: Tim Hansen called the meeting to order at 9:30 am.

Members Present: Dr. Cathy Reuter, Regina Syryczuk, Diane Albrecht, Dr. Sally Nazer, Rollie Thums, Earl Hinkel and Tim Hansen.

Members Absent: Carol Tuma

Other Attendees: Patty Krug and Michele Armbrust

Approve Minutes: A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the November 2020 minutes as submitted. Motion carried.

Approve Agenda: A motion was made by Diane Albrecht and seconded by Rollie Thums to approve the agenda as presented. Motion carried.

Monthly Bills: A motion was made by Earl Hinkel and seconded by Regina Syryczuk to approve the November and December 2020 bills as submitted. Motion carried.

Update on Programs:

Agent Status Program:

1. Approve/ Reject Retail Food Establishment License Fees (new categories): Patty updated the committee the state has changed and added new establishment retail fees. She explained these are effective January 1, 2021 for new establishments that apply for these license types. She pointed out the different type and fee schedules. A motion was made to approve the identified categories and fees effective January 1st for new establishments by Regina Syryczuk and seconded by Dr. Cathy Reuter. Motion carried.
2. Additional items: Patty reviewed the COVID policy implemented by the state related to the option to delay payment of license fees by a postmarked date of December 31st, 2020. Those licensees who did not pay by this date per the state would need to reapply for a new license, pay the pre-inspection and license fee for their facility and face a charge of operating without a license. We have 10 facilities who did not pay for their license in the required time. Our agency sent a reminder letter and attempted phone calls to these facilities to remind them for two weeks prior to the end date. Patty reminded the committee in the past; these facilities would be sent a letter with the additional charge of a late fee added to each license for \$85.00 and have one month to pay. If they do not pay, they must reapply for a new license requiring a new pre-inspection and license fee and potentially charged with operating without license after this date if still operating. Patty recommended this option to the committee for approval. A motion was made by Rollie Thums and seconded by Earl Hinkel to send notice to these facilities with a request for payment with an additional \$85.00 late fee attached for each license and must be received by February 15, 2021. Failure to pay will result in the need to reapply for a new license with all applicable cost and the potential for a charge of operating without a license. Motion carried.

Public Health Activities

Patty provided the information related to COVID for her department including work activities, hours worked, the hiring of two additional contract tracers, the costs billed to grants to recover some of the costs for contact tracing. She updated on the National Guard testing sites and dates for Taylor County. She reviewed the timeline per the state of Wisconsin community vaccination plan at this time. Michele reviewed the site visit some of the staff did yesterday observing the Clark County Health Department COVID vaccination clinic. Patty informed the committee there is the potential to have assistance from the National Guard mass vaccination team and has signed up for Taylor County to be a demonstration site. Michele and Patty discussed the training and requirements for our agency related to COVID vaccinations. Patty also updated the committee on the Mink Ranch COVID investigations and working with a team from the Center for Disease Control and Prevention who came to Taylor County to assist with the investigation and other services we are providing outside of COVID including immunizations and vision screening. Dr. Sally Nazer and Michele updated on the school Fluoride Varnish program.

Update on Grants:

Patty has submitted the paperwork for the 2021 grants and our funding has stayed stable for this next year. She informed the committee of the Drug Free Communities Grant Award for years 6-10 with Medford School District as the lead and congratulated the board on their willingness to agree to pay for a grant writer for this grant utilizing grant funding.

She informed the committee our agency can receive up to \$145,000 for contact tracing for COVID for January – June 2021 if needed.

Approve/Reject 2021 Contracts for Environmental Health Specialist and Registered Dietician. Patty reviewed the contracts, scope of services expected and the payment for these services. A motion was made by Diane Albrecht and seconded by Dr. Sally Nazer to approve the presented contracts. Motion carried.

Scheduled Trainings/Conferences:

Identified trainings and updates are currently all virtual.

Review of Human Health Hazard Investigations: None

Communicable Disease Investigations: Patty reported continued investigations for reported illnesses of STI's, enteric, Lyme's and COVID.

Correspondence: None

Other meetings attended by committee members: None.

Discussion between board members and Health Department employees regarding various operational topics. No action will be taken on any of the topics discussed: None.

Next Committee Meeting: The next meeting of the Taylor County Board of Health Committee will be Friday, March 5, 2021 at 9:30 AM.

Adjournment: A motion by Diane Albrecht and seconded by Regina Syryczuk to adjourn the meeting at 10:21 am. Motion carried.

Respectfully submitted: Patty Krug, Health Officer