

Manitowoc County Board of Health

Meeting Minutes

August 11, 2016

Attendance: Rita Metzger, Shannon Wanek, David Dyzak, Dave Nickels, Todd Nelson and Shirley Fessler. Excused: Randy Vogel, Michele Frozena, and Mary Jo Capodice. Also attending: Amy Wergin, Jessica Wanserski, and Mary Halada.

The meeting was called to order at 5:00 p.m. by Chair Rita Metzger. The minutes of the May 12, 2016 meeting were approved on a motion made by Shirley Fessler and seconded by Shannon Wanek. There was no public comment.

**Nurse Manager Report:**

2016 Communicable Disease Reports: Mary Halada distributed a table with the count of Communicable diseases reported to the Health Department through August 10, 2016. Gonorrhea reports had been lower in May and June, but increased again in July. There have been several suspect mumps cases, but none were confirmed. Chlamydia continues to be the most reported communicable disease. She answered questions from board members.

Mary Halada explained the Department's plan to convert a part time PHN position to a Health Educator position when the public health nurse retires. The differences in skill sets was described and the need to have a resource for population based interventions.

**Environmental Health Manager Report:**

Jessica Wanserski and Amy Wergin explained the new Environmental Health License structure recommended to more closely meet follow the state DATCP structure. Changes include combining pre-licensing inspection fees for change of operator and extensive remodeling into a single category; elimination of the mobile restaurant license; elimination of income as a variable for restaurant license fees; and changing the swimming pool/water attraction license categories to match the state model. A motion was made by Dave Dyzak, seconded by Todd Nelson to adopt the new Environmental Health License Structure. Motion carried.

Amy Wergin and Jessica Wanserski presented information on increasing license fees in the 2017 Budget for the 2017-18 License year. Personnel costs in EH will be up \$26,000. Historically the cost of the EH program has been divided between program revenue and tax levy. The portion of the increase that should be funded by fee increases is about \$10,000. A 3% fee increase would result in an additional \$4950 in revenue. A 5% fee increase would result in an additional \$8250 in revenue. There has not been a license fee increase since the 2013-14 license year. A motion was made by Dave Nichols, seconded by Shirley Fessler to include a 5% fee increase in the 2017 Health Department Budget. Motion carried 4-0-1 with Shannon Wanek abstaining.

**Health Officer Report:**

2017 Budget process has just begun with determination of personnel costs.

**WIC Caseload:** Caseload for July was 1028 participants and 601 families. 1151 is contracted. Farmer's Market started June 1. Families receive \$20.00 this year (previous was \$17.00). Locally Meyer's Market closed which affected less redemption options for WIC farmer's market. WIC farmer's market did expand eligible WIC participants/families to include 9 month old infants who receive the fruit and vegetable dollar amount at the grocery store.

The next meeting of the Board will be September 8, 2016 at 5:00 p.m. A motion to adjourn was made by Todd Nelson, seconded by Shannon Wanek at 6 pm. Motion carried.

Respectfully Submitted,  
Shirley Fessler  
Secretary  
(Minutes compiled by A. Wergin)