

**MINUTES OF BOARD OF HEALTH MEETING**  
**April 4, 2012**

Meeting was called to order by Chair Kraft at 6:02 p.m.

Board of Health Members Present: Chair Kraft, Supervisor Peer, Supervisor Thompson, Dr. Peterson, Dr. Best, Mr. Rooney, and Ms. Wade.

Board of Health Members Absent: Supervisor Bostwick and Dr. Winter.

Staff Members Present: Karen Cain – Health Officer; Janet Zoellner – Nursing Director; Sancee Siebold - Nursing Supervisor South Office; Deborah Erickson – Nursing Supervisor North Office; Matt Wesson – Registered Sanitarian; Jeff Moore – Environmental Health Technician; and Geri Waugh – Account Clerk.

Others Present: None at this time.

**Adopt Agenda**

Supervisor Thompson made a motion to adopt the agenda. Dr. Peterson seconded the motion. MOTION APPROVED.

**Approval of Minutes 3/7/12**

Supervisor Peer made a motion to approve the minutes of the 3/7/12 Board of Health meeting. Dr. Peterson seconded the motion. MOTION APPROVED.

**Citizen Participation**

None at this time.

**Unfinished Business**

None at this time.

**New Business**

**Administrative Division**

**Approval of Bills/Transfer of Funds**

Supervisor Peer made a motion to approve the Health Department bills for the month of March, 2012 in the amount of \$37,755.59; and bills for the Radon Testing Balance Sheet Account in the amount of \$774.50. Dr. Peterson seconded the motion. MOTION APPROVED.

There are no transfers of funds this month.

## **Health Department Report**

Annual Report: Ms. Cain stated she will be bringing a draft of the 2011 Annual Report to the May 2, 2012 Board of Health meeting.

Ms. Cain stated the health department recently celebrated Tim Banwell's 25<sup>th</sup> anniversary with the Health Department with a potluck. The Beloit Daily News wrote an article about the public health occurrences Tim has seen in the last 25 years.

Rock County Health Rankings: Ms. Cain stated the Wisconsin county health rankings have been released for 2012 by the Wisconsin Public Health Institute of the UW School of Medicine & Public Health. Rock County's ranking improved slightly from last year – in 2011, Rock County's ranking was 60<sup>th</sup> out of 72, and in 2012, Rock County's ranking is 58<sup>th</sup> out of 72.

Alternative Work Hours: Ms. Cain stated Craig Knutson, County Administrator, has given the approval for the health department to complete policies and work schedules for the public health nurses and environmental health staff to begin alternative work hours. The goal is to begin with the alternative work hours by July 1<sup>st</sup>.

Ms. Cain asked Matt Wesson to give the Board members an update on the Knueppel appeal on the denial to issue a Rock County sanitary permit. Mr. Wesson stated since the hearing on the appeal held on 3/7/12, the homeowner has submitted an alternate proposal to connect their convenience bathroom in their barn to their current private sewage system for their home. Since they will be connecting this bathroom to an existing functioning private sewage system, there is no State approval required for the sanitary permit. It is therefore only a Rock County sanitary permit and is then exempt from the Memorandum of Understanding in place for the Interdepartmental Letter of Agreement between Rock County Health Department and Rock County Planning Department. A pump will need to be installed to pump the sewage from the barn to the existing system. The Knueppel family understands this convenience bathroom can only be used by their family, and is not for public use.

Ms. Cain then asked Jeff Moore, Environmental Health Technician, to report on an Animal Services Questionnaire he prepared for responses from local police departments, townships, humane society, DNR, and the health department. Each agency/township was asked what they do for Animal Services. Mr. Moore gave the following information he collected from the questionnaire:

Edgerton Police Department: Capture and pick up contained animals in Edgerton – dogs only - \$50 handling fee and citations on repeats. Contract with Rock County Humane Society for drop-off of animals from 8am-5pm. Provide traps for cats. Most domestic companions not allowed by ordinance.

Town of Fulton Police Department: Pick up animals on site – dogs only. Contract with Rock County Humane Society with extra charge for pick-up in township.

LaPrairie Township: No contract with Rock County Humane Society. Respond to human health concerns, but not convenience concerns. Look for place to house stray animals for human health concerns. Tried to contract with Humane Society with animal specific clause, but wasn't accepted. Feels their township is dumping ground for stray pets.

Evansville Police Department: City contracts with Humane Society. Capture dogs and hold for Humane Society to pick up. Have 5 holding pens for animals. No response on domestic companions. No response on cats and advise people to bring them to Rock County Humane Society themselves and city will pay for it. Tickets issued on all loose animals from first offense.

Turtle Township: No contract with Rock County Humane Society. Pick up contained dogs.

Town of Beloit Police Department: Pick up contained animals or capture if needed – cats and dogs. Drop off animals at Humane Society per contract between 8am-5pm. Kennel animals at office in temporary dog carriers, but having one fenced-in kennel installed soon. Might respond on domestic companions.

Beloit Township: Mostly referral to Beloit Township police department. Have contract with Humane Society.

Milton Township: The township offers no animal services.

Rock County Humane Society: Contract for animal services with Janesville and Beloit for pickups/nuisance/abuse 8am-5pm. There is an extra charge for them to pick up the animal. Prepare rabies specimens for health department and issue bite orders for Beloit and Janesville 8am-5pm.

Rock County Sheriffs Department: Refer animal services issues to townships, villages, and municipalities.

Porter Township: Contract with Rock County Humane Society. Transport animals to Humane Society when possible. License domestic animals through treasurer’s office.

Brodhead Police Department: Stray animals – respond to dogs in violation of city ordinances and domestic cats. Do not respond on feral cats. Transport to Green County Humane Society.

WDNR Janesville Office: Referrals on nuisance game species. Special shooting permits for nuisance game species. Respond to injured or nuisance endangered species. Referrals on injured wildlife.

Rock County Health Department: Nuisance referrals, rabies follow-up on quarantines, process bite orders, refer non-compliance on quarantines to law enforcement, transport and ship animal specimens to State Lab from exposure cases, issue orders for quarantines from animal with exposure issues with wild animals, follow-up on stray animal bites where the animal leaves the scene, nuisance follow-ups on animal waste/manure and carcasses.

**Resolution – Accepting Rock County Coalition for Sexually Transmitted Infections Prevention Grant and Amending the 2012 Rock County Health Department Budget**

NOW, THEREFORE BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this \_\_\_\_\_ day of \_\_\_\_\_, 2012 does hereby authorize the Rock County Health Department to accept this Rock County Coalition for Sexually Transmitted Infections Prevention Grant in the amount of \$45,664 from the Wisconsin Partnership Program, and amend the 2012 Rock County Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget</u> <u>3/15/12</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
31-3017-0000-46000			
Contributions	-0-	\$45,664	\$45,664
<u>Use of Funds</u>			
31-3017-0000-63110			
Administrative Expense	-0-	\$45,664	\$45,664

Ms. Wade made a motion to approve the resolution. Dr. Best seconded the motion. MOTION APPROVED.

**Public Health Nursing**

**Overview of Hepatitis Case Management**

Ms. Zoellner did a powerpoint presentation for the Board members on hepatitis:

Functions of the human liver:

- Manufactures proteins found in the blood
- Converts food into nutrients
- Detoxifies substances that are harmful to the body
- Stores vitamins, minerals, and sugars
- Secretes bile which aids in the digestion of fats
- Important in carbohydrate and protein metabolism

What causes Hepatitis?

- Viruses
- Other pathogens
- Chemicals/toxins
- Autoimmune disorders/other conditions
- Alcohol toxicity

### Viral Hepatitis

Estimated Number of People in the US Infected with Viral Hepatitis vs. HIV

- HIV ~ 1.2 million
- HAV (hepatitis A) ~ 25,000 cases/year (lowest in 40 years)
- HBV (hepatitis B) ~ 43,000 new cases/year – 1.2 million chronic
- HCV (hepatitis C) ~ 17,000 new cases/year – 3.2 million chronic

Acute vs. Chronic Infection

- Acute Infection
  1. Rapid onset
  2. Short, severe course (usually less than six months)
- Chronic Infection
  1. Long duration
  2. Persists for more than six months (and can last a lifetime)

Hepatitis Symptoms (if present)

- Jaundice
- Fatigue
- Abdominal pain
- Nausea
- Diarrhea
- Loss of appetite

### Overview of Hepatitis A (HAV)

Features of Hepatitis A

- Incubation period: ~ 28 days
- Very infectious during the two week period prior to jaundice
- No chronic infection – acute infection only
- Infected children generally have no symptoms, adults can get very ill
- The virus can live on surfaces for a long time!

- Hepatitis A is killed by cooking, but not freezing

#### Risk Factors for Hepatitis A Transmission

- Oral-fecal transmission
- Traveling to an endemic country
- Having close personal contact with someone who has Hepatitis A
- Eating contaminated food
- Drinking contaminated water
- Sexual contact

#### Hepatitis A Prevention Activities

- Vaccination (children and travelers)
- Vaccinating others with liver illness
- Restaurant program
- Education on good handwashing – everywhere!
- Surveillance

#### Clients with Acute Hepatitis A

- Category I disease – immediate action required!
  1. Outbreaks can grow quickly
  2. High risk clients
    - Food handlers
    - Daycare participants/providers
    - Healthcare providers

#### Overview of Hepatitis B

##### Features of Hepatitis B

- Incubation period: average of 120 days
- Acute infection (few people show symptoms of acute Hepatitis B)
- Chronic infection
  1. 90% of those infected as infants (if not given HBIG and full vaccine series)
  2. 10% of those infected as adults

##### Risk Factors for Hepatitis B

- Blood & body fluids transmission
- Unprotected sex
- Sharing injection drug equipment
- Infected mother to her infant (delivery)
- Occupational or other needle-stick injury
- Household contact with an HBV-positive person

##### Hepatitis B Prevention Activities

- Vaccination (children and travelers)
- Vaccinating others with liver illness
- Education on prevention
- Tattoo & Body Piercing establishment inspections

### Clients with Hepatitis B

- Category II disease
- Try to determine source
- Educate to prevent further spread
- Educate to maintain best health
- Vaccinate for Hepatitis A

### Overview of Hepatitis C

#### Features of Hepatitis C

- Incubation period: ~ 6 to 7 weeks
- Chronic infections in 85% of cases
- Symptoms are rare during acute infection
- Most do not know they have HCV until 10-30 years after they have been infected

#### Risk Factors for Hepatitis C Transmission

- Sharing injection drug equipment (even once years ago)
- Receiving blood transfusion or organ transplant prior to 1992
- Receiving clotting factors prior to 1987
- Occupational needle-stick injury
- Long-term hemodialysis
- An infected mother to her infant
- Sexual transmission (rarely)

#### Hepatitis C Prevention Activities

- No vaccine available
- Education
- Policies and procedures on occupational exposure

### Clients with Hepatitis C

- Category II disease
- Try to determine source
- Educate to prevent further spread
- Educate to maintain best health
- Vaccinate for Hepatitis A and B

Rock County Statistics  
Number of Cases

<u>Year</u>	<u>Hepatitis A</u>	<u>Hepatitis B</u>	<u>Hepatitis C</u>
1994	10	9	20
2007	1	3	7
2008	4* (0)	15* (2)	83
2009	4* (1)	14* (2)	67
2010	14* (0)	23* (1)	90
2011	6* (0)	31* (4)	85

\* indicates number of reported cases  
( ) indicates number of actual cases

**Environmental Health**

**Overview of the Septic Maintenance Program**

Matt Wesson stated the Private Onsite Wastewater Treatment System (POWTS) Program is done by the Rock County Health Department per Wisconsin State Statute 145, Wisconsin Administrative Code SPS 383, and the Rock County Public Health Ordinance, and requires that POWTS be serviced at least once every 3 years. The Rock County Health Department's Private Sewage Program is mandated by the State of Wisconsin to conduct a program that enforces the servicing requirements.

*General Requirements:*

1. Treatment tanks shall be inspected and pumped if capacity requirements are met.
2. POWTS is inspected for failure signs (e.g. surface discharge).
3. Inspections shall be completed by approved licensed individual.
4. Documentation and administration fee (\$15) submitted.

*Other Requirements:*

1. POWTS with Advanced Treatment Systems (e.g. aerobic treatment tanks)
  - Servicing contract required
  - Annual or semi-annual inspection reports submitted
2. Holding Tanks
  - Servicing contract required
  - Semi-annual pumping reports submitted

History of the Program

- 1984: Program started for only new POWTS as a condition of Rock County citizens becoming eligible for Wisconsin Fund Grant
- 2000: Administrative code change required that all POWTS be included in the program within a few years
- 2002: Pre-1984 POWTS added to the Rock County Health Department program

### Highlights of the Program

- About 12,660 POWTS are currently tracked in Rock County for maintenance
  1. Approximately 4,200 are tracked per year
  2. 90 Advanced Treatment Systems
  3. 76 Holding Tanks
- In-house software (TANK2000) tracks compliance and auto-generates notices
- Over 6,000 notices are mailed out each year
  1. First Notices, Final Notices, Written Orders and Non-Compliance Letters are mailed out
- Greater than 99% compliance rate
  1. Citations issued after 4 notices are sent and personal contact attempted
- Approximately \$63,000 revenue is generated from fees per year
  1. Revenue supports maintenance program, failing system investigations, and WI Fund activities
  2. Fees have not been increased since they were initiated in 2002

### Future Goals of the Program

1. Online form submission for pumpers and inspectors
2. Administration Fee included on property tax bill

#### ***Benefits of Future Goals:***

- Reduction in staff time processing paperwork and payments
- Reduction in notices mailed
- More convenient for citizens and professionals
- Reduced staff, supplies and postage costs – no fee increases

### Communications and Announcements

None at this time.

### Adjournment

Dr. Peterson made a motion to adjourn the meeting. Mr. Rooney seconded the motion. MOTION APPROVED. Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health