

**Unapproved meeting minutes  
Clark County Board of Health  
June 19, 2018 @ 1:00pm  
Clark County Courthouse – Auditorium**

Meeting called to order at 1:00pm by Interim Chair Neville.

Members, staff, and other's present: Bakker, Doris; Neville, Bill; Rogers, Sharon; Meyer, Tim DO; Janssen, Gary MD; Smagacz, Jim; Eichman, Cindy; Staff: Leischow, Robert; Wethal, Karen (AHEC Student); Wussow, Kelsey

Motion by Smagacz to approve the May meeting minutes; seconded by Bakker. Voice vote, motion carried.

Motion by Eichman to approve the April vendor payments; seconded by Rogers. Voice vote, motion carried.  
Motion by Rogers to approve the May vendor payments; seconded by Smagacz. Voice vote, motion carried.

Area Health Education Center student intern Wethal introduced herself and provided an overview of projects she'll focus on during her summer internship experience with the Department. Wethal to attend the July meeting to present her priority project. Information and discussion.

Wussow presented the 1<sup>st</sup> quarter communicable disease report. There was review of the WEDSS recorded data to date. Not reflected on the report due to late-breaking activity, members were informed of the current cyclosporiasis outbreak involving packaged vegetables made available in a regionally-based and locally present convenience store. Health Department staff are investigating Clark County cases. Information and discussion.

Leischow informed members that there was a temperature excursion with the vaccine storage refrigerator and that inventory was lost. Members were informed that discussion occurred with the WI Dept of Health Services regarding the incident and that the appropriate report was submitted. It was also explained that the refrigerator is connected to a remote alarm system, which is supported by courthouse Maintenance. Based on information from Maintenance it was surmised that the temperature control mechanism in the unit malfunctioned, causing the temperature to decrease quickly. Because of this incident along with the fact the unit is now an older unit, Maintenance suggested that replacement of the unit should be considered. As a non-capital expense using available funds, Leischow informed members that a new refrigerator is being purchased. Members acknowledged the accidental nature of the incident and need to purchase a replacement unit. Information and discussion.

Leischow previewed a draft version of the community health needs assessment. Members were informed that the Department is collaborating again with Memorial Medical Center, Ascension Our Lady of Victory, Marshfield Clinic System, and Marshfield Clinic Dental Center on the development, implementation, analysis and health priority setting processes. Members provided feedback on the draft assessment, which will be shared again once finalized with the partner organizations. Information and general discussion.

Members were given feedback on Leischow's attendance at the FEMA-Center for Domestic Preparedness hosted healthcare coalition training. Information and general discussion.

Next meeting scheduled for July 17, 2018 at 1:00pm.

2:30pm Motion by Bakker to adjourn; seconded by Rogers. Voice vote, motion carried.