

**Unapproved meeting minutes
Clark County Board of Health
September 20, 2018 @ 1:00pm
Clark County Courthouse – Auditorium**

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

Members, staff, and other's present: Bakker, Doris; Neville, Bill; Meyer, Tim DO; Smagacz, Jim; Eichman, Cindy; Zank, Dean. Staff: Leischow, Robert. Absent: Rogers, Sharon; Parker, Christine

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

Motion by Bakker to approve the vendor payments; seconded by Meyer. Voice vote, motion carried.

Leischow explained that Personnel Committee approved retention adjustment requests for the Jail Nurse and Public Health Nurse's but not for the Environmental Health Specialist, as presented. Motion by Eichman to resubmit the retention adjustment request for the Environmental Health Specialist reflecting a one-step adjustment; seconded by Meyer. Voice vote, motion carried.

Members were informed that the Board approved budget was approved with the Finance Committee motion to apply approximately \$22,000 of the available Fund Balance. No further action needed. Information and discussion only.

Leischow presented an updated version of the department Work Rules, noting the additional verbiage and that the as-presented version has already been reviewed by and discussed with staff. Motion by Meyer to accept the revised Work Rules; seconded by Bakker. Voice vote, motion carried.

Members were informed that the Environmental Health Specialist received his scheduled 18-month step increase. Information only.

A status update on the progress of becoming an Agent to DATCP was given. Leischow informed members that he contacted various membership based organizations like the Restaurant Association, Tavern League and the Grocer's Association to inform them of our intention. To this point leadership at these organizations have indicated support of taking this on a the local level; however, we were informed that they will likely outreach to their Clark-based members to raise awareness. Leischow also indicated that he and Kevin, EHS, plan to meet with local retailers who would become customers should we be approved for Agent status. Board to remain apprised as outreach continues. General discussion, no action.

Members were given an update on the progress of the current community health assessment process; in particular reminding them that the community stakeholder meetings are scheduled for September 24th in Neillsville and 25th in Owen. Information and discussion.

Next meeting scheduled for October 25, 2018 at 1:00pm

1:50pm Motion by Smagacz to adjourn; seconded by Bakker. Voice vote, motion carried.