

Pierce County Board of Health Committee Minutes–Jan 25th, 2010

Present: Dr. Rich Purdy, Ronald Bartels, Donna Miller, Greg Place, James Ross

Present via speaker phone: Peter Carr

Excused Absence: Dr. David Woeste

Unexcused Absence: Nikki Shonoiki

Also Attending: Staff Sue Galoff, Lisa Raethke & Becky Johnson

1. Chairperson Dr. R. Purdy called the meeting to order at 5:06pm.
2. No public comment.
3. Discussion and approval of the Nov 30th, 2009 meeting minutes. D. Miller/R. Bartels moved to approve the minutes as reported; motion carried.
4. L. Raethke, Public Health Nurse, distributed and gave a presentation on the 2010–2012 Strategic Plan for the Pierce County Public Health Dental program including goals, activities and resources/capital equipment for the upcoming three years. Lisa explained that at our Ellsworth clinic we currently have approximately 10% no shows and an additional 7% of cancellations, usually the day of appointment, therefore, they would like to focus more on school base clinics in the future. The main goal for each year are as follows:
 - 2010 – Shift the focus of the Dental Health Clinic to a School Based Model and continue limited services at the clinic location in Ellsworth.
 - 2011 – Improve evaluation of patient outcomes.
 - 2012 – streamline scheduling, billing and charting.

James Ross arrived at 5:17pm.

The Public Health department will be seeking grant funding, in order to accomplish these goals and purchase the capital equipment needed. S. Galoff recognized Lisa Raethke along with Dr. Barb Tashjian, Jennie Borst and Angie Bellerive for their excellent work with the dental program. G. Place also thanked the dental staff from the Board of Health for their continued efforts with the dental program.

5. No Board of Health Chairperson's report at this time.
6. S. Galoff, Director/Health Officer reported on the following:
 - Delays in the state contracting process for consolidated contract grant funds will result in delays to state aid payments for several of our programs. Contract negotiations have been completed and payments are anticipated by March 2010.
 - Several Nurse Practitioners have expressed interest in serving our Reproductive Health Program, however concerns over personal liability have surfaced with the current independent contracting arrangement.
 - Refill of the Assistant Director position was approved and the job description is being reviewed by the non-represented employee salary consultant.
 - Home Care has implemented the new OASIS-C assessment which will allow for tracking and public reporting of improvement in patient outcomes and use of evidence-based practices in providing care. The CHAMP computer system has had numerous issues during this transition.

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- A plan for additional school clinics is being developed for ARRA immunization funds awarded to the department.
 - Additional Birth to Three ARRA funds will be received for a collaborative project with Polk and St. Croix Counties to improve child find activities in the community.
 - Matt Olson, RS from the Western Region Division of Public Health will present the Level III Health Department certificate at the Pierce County Board Meeting on January 26, 2010 at 7pm.
7. Financial reports, vouchers, monthly workshops & new contracts were reviewed. B. Johnson mentioned several programs that are still expecting additional 2009 revenue.
 8. S. Galoff briefly reviewed the Reproductive Health Program Guidelines Index & Clinical Guidelines and the Public Health Emergency Plan.
 9. S. Galoff reviewed the Prenatal Care Coordination satisfaction surveys noting that very positive results were received. Unfortunately, only approximately 24% of the surveys were completed and returned to our department.
 10. S. Galoff gave an H1N1 Response Update presentation including the following:
 - Confirmed and probably cases of 2009 influenza A (H1N1) viral infection, Western Region, by hospitalization status and week
 - Pierce County vaccinations given in the Wisconsin Immunization Registry (WIR)
 - Approximate percentage of population vaccinated, based on 2009 population estimates, based on data entered in WIRS. Galoff explained that we are conducting an evaluation survey. After reviewing the survey results an action report will be developed and corrective actions will be implemented.
 11. Future agenda items mentioned at this time:
 - Alcohol Assessment Presentation
 - Public Health Director Performance Evaluation
 12. Future meeting dates and times as follows:
 - Monday, February 22nd @ 5pm in conference room C
 - Monday, March 22nd @ 5pm in conference room C
 - Monday, April 26th @ 5pm in conference room C
 13. G. Place/J. Ross moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:27pm.

Pierce County Board of Health Committee Minutes–Feb 22nd, 2010

Present: Donna Miller, Ronald Bartels, Greg Place, James Ross & Dr. David Woeste

Present via speaker phone: Dr. Rich Purdy

Excused Absence: Nikki Shonoiki & Peter Carr

Also Attending: Presenter Kim Thompson Staff Sue Galoff & Katie Bartko

1. Vice Chairperson D. Miller called the meeting to order at 5:07pm.
2. No public comment.
D. Woeste arrived at 5:10pm.
3. Discussion and approval of the Jan 25th, 2010 meeting minutes. J. Ross/R. Bartels moved to approve the minutes as reported; motion carried.
4. Motion by J. Ross/R. Purdy to amend the agenda to postpone the Public Health Director performance evaluation; motion carried.
5. Kim Thompson, Program Manager, Community Behavioral Health Unit of Human Services presented information on the AODA Program and Alcohol Assessments. A new screening process was implemented about a year ago. The client will leave this screening with a form that they can use as needed. Outpatient treatment is available through Human Services, but they currently do not have an AODA education group. Clients are referred to Chippewa Valley Tech for this. 3,111 screens were done in 2009 – 511 more than were done in 2008. The Community Behavioral Health Unit has 3 AODA counselors and offers group and individual counseling. They have a 48 week program. K. Thompson dismissed at 5:25pm.
6. No Vice Chairperson's report at this time.
7. S. Galoff, Director/Health Officer reported on the following:
 - H1N1 clinics completed. Reminders sent to several hundred families to encourage second doses for children under 10
 - Unable to change the status of the Nurse Practitioner from contracted to an employee, so will continue to recruit an independent contractor
 - The Home Care contracted physical therapist has resigned, recruitment for additional therapy services will be necessary
 - The Environmental Health program was evaluated and our Sanitarian was standardized by the state this past week. A report will follow.
 - The Mid-states Closeout building was closed to the public due to human health hazard code violations. Orders for abatement have been issued
 - There is an opportunity for the department to be part of the state WIQI grant which focuses on preparation for accreditation in the future
 - A regional workgroup is meeting to discuss shared services among Health Departments.
 - The department is submitting two proposals to the RFAH Foundation for expansion of school-based oral health services and Birth to Three equipment.
 - Reproductive Health is participating in a research project with the state lab to determine appropriate STD screening criteria for our region. All clients will be offered STD testing during the month of April as part of the project.

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8. Financial reports, vouchers, monthly workshops & new contracts were reviewed.
9. S. Galoff briefly reviewed the Pierce County Home Care Manual Table of Contents.
10. S. Galoff reviewed the Public Health Department Strategic Plan for 2010.
11. S. Galoff explained the reason for the amended Public Health Emergency Response (PHER).
Motion by R.Bartels/D.Woeste to accept the amended 2010 Public Health Emergency Response (PHER) budget as presented; motion carried.
12. Future agenda items mentioned at this time:
 - Assistant Director Position
 - Public Health Director Performance Evaluation
13. Future meeting dates and times as follows:
 - Monday, March 22nd @ 5pm in conference room C
 - Monday, April 26th @ 5pm in conference room C
14. R. Bartels / G. Place moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:23pm.

Pierce County Board of Health Committee Minutes–Mar 22nd, 2010

Present: Donna Miller, Peter Carr, Ronald Bartels, Greg Place & Dr. David Woeste

Present via speaker phone: James Ross

Excused Absence: Dr. Rich Purdy

Unexcused Absence: Nikki Shonoiki

Also Attending: Sue Galoff & Becky Johnson

1. Vice Chairperson D. Miller called the meeting to order at 5:07pm.
 2. Motion by P. Carr/G. Place to adopt agenda; motion carried.
 3. No public comment.
 4. Discussion and approval of the Feb 22nd, 2010 meeting minutes. G. Place/R. Bartels moved to approve the minutes as reported; motion carried.
 5. No Vice Chairperson's report at this time.
 6. S. Galoff, Director/Health Officer reported on the following:
 - H1N1 clinics have been completed with a total of 5,004 immunizations given from fall 2009 to the present. The After Action Report has been written and corrective actions will be completed over the next 60 days. Corrective actions include improving internal communication of Incident Command System planning meetings, adding additional public information capacity, and adjusting clinic staffing pattern to meet clinic flow.
 - The 2009 year end state review for the consolidated contract grants is complete and all of the grant objectives were met.
 - Cynthia Olson RN-C will begin providing contractual Nurse Practitioner services for Reproductive Health on March 31, 2010.
 - Recruiting is in process for additional contract physical, occupational, and speech therapy services for the Home Care Program.
 - The WIC program was recently evaluated by the state. Comments were favorable, but no written report available yet.
 - State legislation to allow the sale of raw farm milk to the general public moved out of committee with some key changes, including the removal of an immunity clause for farmers. The legislation is expected to be voted on by the full Assembly and Senate before the session ends in April. Farmers would be prohibited from advertising the sale of raw milk except for an on-farm sign. Their milk would have to meet all of the requirements of a Grade-A dairy farm license, including delivery of a portion of the raw milk to a dairy plant where it would be tested for things such as pathogens and antibiotics. Sellers of raw milk also would be required to obtain monthly tests for pathogens, and the results would be filed with the state Agriculture Department.
- 5:15am Jim Ross joined via speaker phone.
- Save the Date: Board of Health Training, Friday, June 4th, 2010 at the WALHDAB meeting in Eau Claire.

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7. Financial reports, vouchers, monthly workshops & new contracts were reviewed.
 8. S. Galoff announced the 2010 Friend of Public Health Awards. H1N1 clinic volunteers received the award and a special thank you to them for their volunteer work. Also honored with the 2010 Friend of Public Health award was Dr. Richard Purdy for his years of service and support of local Public Health issues as a member of the Board of Health.
 9. S. Galoff reviewed the Public Health Annual Report. Several board members complimented Sue for a report well done. Sue extended kudos to the staff for all their hard work. G. Place suggested that the annual report be shared with the media and available at local health clinics.
 10. S. Galoff reviewed the resolution for revision of licensed establishment fee schedule. She explained that the existing facilities fees will remain the same in an effort to keep fees as reasonable and affordable as possible for Pierce County businesses. However, the pre-inspection fees for new construction of a facility will increase. S. Galoff explained all changes outlined in the resolution. Dr. D. Woeste/R. Bartels moved to approve “Resolution No. 10-__ Amend Fees for Issuing Permits and Making Inspections and Investigations of Certain Types of Establishments” as prepared by Pierce County Corporation Counsel; motion carried.
 11. S. Galoff noted that Mr. Paul Barkla would like to wait for new board members and the new Administrative Coordinator to be in place before we proceed with the refill of the Assistant Director position. When questioned regarding the ability to function without this position, Galoff noted that we are struggling to keep on top of the workload, provide personnel supervision, and address issues in a timely manner. P. Carr requested future monthly updates, on the status of the Public Health Assistant Director position refill.
 12. Future agenda items mentioned at this time:
 - Assistant Director position refill
 - Reorganization of Board of Health members
 - Update of Health Care Reform Implications
 13. Future meeting dates and times as follows:
 - Monday, April 26th @ 5pm in conference room C
 14. Motion by P. Carr/Dr. D. Woeste to convene into closed session at 5:59pm pursuant to §19.85(1)(c) Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Performance evaluation of Public Health Director. Roll call vote and motion passed unanimously.
- S. Galoff & B. Johnson dismissed at 6:00pm.
S. Galoff was asked to rejoin meeting at 6:45pm.
15. Motion by P. Carr/G. Place to return to open session at 6:50pm. Roll call vote and motion passed unanimously.

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Motion by G. Place/P. Carr to have the Chair meet with the Public Health Director to review the performance evaluation which received a meets or exceeds standards rating in all categories. Motion passed unanimously.

Discussion took place regarding additional board orientation related to the various programs, state mandates, and revenue sources for the department. P. Carr suggested that this could be organized by the core public health functions. S. Galoff explained we currently complete program evaluations through the budget process that would provide this information. The document will be updated and reviewed at a future meeting.

16. P. Carr/Dr. D. Woeste moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 7:00pm.

Pierce County Board of Health Committee Minutes–Apr 26th, 2010

Present: Jon Aubart, Ronald Bartels, Donna Miller, Cullen Peterson, Greg Place & Dr. David Woeste

Present via phone: Peter Carr & James Ross

Also Attending: Sue Galoff, Katie Bartko & Becky Johnson

1. Vice Chairperson D. Miller called the meeting to order at 5:02pm.
2. Motion by R. Bartels/J. Aubart to adopt agenda; motion carried.

Cullen Peterson arrived 5:03pm.

3. Nominations for Board of Health Chairperson took place. R. Bartels/Dr. D. Woeste nominated Greg Place for Board of Health Chairperson. No other nominations were received, therefore, closed nominations. J. Aubart/C. Peterson moved to elect Greg Place as Board of Health Chairperson; motion carried unanimously. G. Place took over chairing the meeting.
4. Nominations for Board of Health Vice Chairperson took place. J. Ross/D. Miller nominated R. Bartels for Board of Health Vice Chairperson. No other nominations were received, therefore, closed nominations. Dr. D. Woeste/J. Aubart moved to elect R. Bartels as Board of Health Vice Chairperson; motion carried unanimously. R. Bartels was elected as Board of Health Vice Chairperson.
5. No public comment.
6. Discussion and approval of the Mar 22nd, 2010 meeting minutes. Dr. D. Woeste/R. Bartels moved to approve the minutes as reported; motion carried.
7. No Board of Health Chairperson's report at this time.
8. S. Galoff, Director/Health Officer reported on the following:
 - River Falls Area Hospital Foundation has funded the \$5500 proposal to expand school-based dental services and the \$3200 proposal to purchase durable medical equipment for the Birth to Three program.
 - Judy Ortwerth and Carmen Bertelsen assisted with the Clean Sweep Medication Collection event held April 17th. There were 75 participants and they collected 155 pounds (25.5 controlled and 129.5 non-controlled) of medications. This is a significant increase from 2009.
 - An after hours call down drill of our Incident Command Staff was completed in 25 minutes which is well within the 60 minute CDC performance measurement.
 - A women's group at UWRF is interested in pursuing space for Reproductive Health on campus.
 - Immunization clinics are being held at Pierce County schools to provide children with Tdap, Varicella, and Menactra vaccines.

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- Bob Shutes, contracted physical therapist will provide services for the Home Care Program. Recruiting efforts continue for additional contract occupational and speech therapy services to meet the needs of the clients.
 - A referral source and provider satisfaction survey is being conducted this month to evaluate and improve Home Care program services.
 - The department has submitted a grant proposal on behalf of the Healthy Eating Active Living Coalition to address Overweight/Obesity issues by increasing fruit and vegetable availability and consumption in Pierce County.
 - Progress toward compliance with public health orders at the Mid States Closeout property continues to be monitored.
 - ARRA (stimulus funds) grant projects for Birth to Three provider education and additional Immunization program activities are currently being implemented.
 - State legislation to allow the sale of raw milk to the general public was recently approved. Also, legislation passed to allow expedited partner treatment for sexually transmitted infections.
 - Registration is due by May 21st for the WALHDAB Board of Health Training, Friday, June 4th, 2010 in Eau Claire. Registration forms were provided to all board members.
 - Communicable diseases reported to the department in the first quarter include 4 Campylobacter, 14 Chlamydia, 1 Hepatitis C, 3 Lyme Disease, 2 Tuberculosis (1 latent), and 5 Varicella.
9. Financial reports, vouchers, monthly workshops & new contracts were reviewed.
10. B. Johnson reviewed the amended WIC budget. D. Miller/ P. Carr moved to approve the 2010 WIC amended budget as presented; motion carried.
11. B. Johnson reviewed the 2010 Wisconsin WINS budget. R. Bartels/D. Miller moved to accept funds and approve the 2010 Wisconsin WINS budget as presented; motion carried.
12. S. Galoff provided each Board of Health member with orientation material. She briefly reviewed the contents including an Acronym List, Responsibilities of Board Members, Background of the Health Department, Statutes and Rules, & Resources. Sue reviewed a breakdown detail of the different Public Health budget programs and their revenue sources. Board members decided they will review the material and then will contact S. Galoff if any concerns or questions arise. Questions can also be brought forth at future Board of Health meetings for discussion.
13. S. Galoff gave an update on the Health Care Reform bill. She noted that each health organization is sharing what Health Care Reform means to them. She briefly reviewed the bill and mentioned that there is a significant amount of money earmarked for Public Health. Possible opportunities as well as challenges may be coming forth in the Home Care program.

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14. S. Galoff has been asked by board members to continue to give an update on the status of the vacant Assistant Director position each month. Galoff noted that there has been no change from the previous month. Discussion took place. D. Miller noted that the board has discussed this and had previously decided that this position is a needed position for the department. It was mentioned that this position has been approved at the Board of Health level and at the Finance & Personnel level. Galoff noted that the Interim Administrative Coordinator previously delayed action on the position until the new board is in place. J. Ross noted that we need to continue to be cautious of the budget concerns. It was noted that this position was budgeted for in the current 2010 budget. Galoff stated that personnel issues are difficult to deal with, in a timely manner, in the absence of an Assistant Director. G. Place noted that we need to consult with the Interim Administrative Coordinator regarding the next steps now that the new board is in place.
15. Future agenda items mentioned at this time:
- Assistant Director position refill
 - Board of Health Member Orientation Questions
 - Implementation of the Smoke Free Air Law
16. Future meeting dates and times as follows:
- Monday, May 24th @ 5pm in conference room C
 - Monday, Jun 28th @ 5pm in conference room C
 - Monday, Jul 26th @ 5pm in conference room C
17. P. Carr/D. Miller moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:25pm.

Pierce County Board of Health Committee Minutes–May 24th, 2010

Present: Jon Aubart, Ronald Bartels, Donna Miller, Cullen Peterson, Greg Place & Dr. David Woeste

Present via speaker phone: James Ross

Excused Absence: Peter Carr

Also Attending: Mary Boe, Sue Galoff, Carmen Bertelsen & Becky Johnson

1. Chairperson G. Place called the meeting to order at 5pm.
2. Motion by R. Bartels/D. Miller to adopt agenda; motion carried.
3. No public comment.
4. Discussion and approval of the Apr 26th, 2010 meeting minutes. D. Miller/R. Bartels moved to approve the minutes as reported; motion carried.

Dr. D. Woeste arrived.

5. Mary Boe & Carmen Bertelsen gave a presentation on the implementation of the Smoke Free Air Law including the following:
 - Handout-Map of Tobacco Prevention and Control Program Multi-Jurisdiction Coalitions 2010
 - Handout -Wisconsin's Statewide Smoke-Free Air Law effective July 5th, 2010 including definitions, enforcement & fine structure, limits on local authority to regulate smoking and where smoking is prohibited and permitted.
 - Review of Wisconsin Goes Smoke-Free State website.
 - Handout-Review of local Pierce County Tobacco Coalition update, new law-act 12, local activities and upcoming events.
6. No Board of Health Chairperson's report at this time.
7. Sue Galoff, Director/Health Officer reported on the following:
 - Community Health Partnership will close their supportive and personal care services across their five county service area as of October 1, 2010 in order to reduce the costs of the Family Care/Partnership program. They will be transitioning their clients to other network providers.
 - An unannounced emergency preparedness drill was conducted by the WRPPHP consortium staff on May 17th, 2010. The staff did an excellent job of conducting the various performance measure drills. An after action report will follow.
 - The Spring Valley Health Care Center has agreed to serve as a closed point of dispensing in a public health emergency requiring dispensing of medication and/or vaccination.
 - The Environmental Health program was recently evaluated by the State with positive findings and minimal recommendations for improvement.
 - The Birth to Three program held a meeting with the Early Childhood Education providers from area schools and Head Start to formulate an agreement for transitioning children smoothly between programs.

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- The Medicare Cost Report has been submitted and the Medicaid Cost Reports are in progress. Kudos to Becky Johnson and DiAnn Fuchs for their work in preparing these reports.
 - The Sharps Program will receive \$1000 in funding from the River Falls Hospital Foundation.
 - A United Way grant has been received for the Families First Program.
 - A meeting was attended at UWRF to assess the feasibility of pursuing space for Reproductive Health on campus. Parking and renovation cost issues may limit the feasibility of this option, however further discussions will take place when school resumes this fall.
 - Raw milk legislation was vetoed by the Governor.
 - The WALHDAB Board of Health Training will be Friday, June 4th, 2010 in Eau Claire.
8. Financial reports, vouchers, monthly workshops & new contracts were reviewed.
 9. S. Galoff provided a brochure – The 10 Basics of Public Health and Why They Matter to Communities and reminded board members to feel free to contact her if they have any Board of Health member orientation questions.
 10. S. Galoff reviewed the amended Chapter 184 of the Pierce County Code. Motion by J. Aubart, seconded by R. Bartels to approve Ordinance No. 10-__ Amend Chapter 184 of the Pierce County Code – Retail Food Establishments and Public Accommodations to Eliminate Reference to Department of Health and Family Services and Create Appeals Procedure and forward to the Finance & Personnel Committee for consideration; motion carried.
 11. S. Galoff reviewed the amended Chapter 212, § 212-11 of the Pierce County Code. Motion by D. Miller, seconded by J. Ross to approve Ordinance No. 10-__ Amend Chapter 212 § 212-11 of the Pierce County Code – Tattooing and Body Piercing to Eliminate Reference to Department of Health and Family Services and forward to the Finance & Personnel Committee for consideration; motion carried.
 12. S. Galoff reviewed the amended Chapter 180 of the Pierce County Code to allow Corporation Counsel prosecution of forfeitures. Motion by J. Aubart, seconded by R. Bartels to allow Corporation Counsel prosecution of forfeitures in Chapter 180 of the Pierce County Code and draft an ordinance; motion carried.
 13. S. Galoff explained the HIV Partner Services program and explained that the State is interesting in neighboring counties share this service. Galoff mentioned that a Memorandum of Understanding with the Wisconsin Division of Public Health outlines responsibilities and reimbursement for staff time, mileage and interpreter services when providing HIV Partner Services. Currently St. Croix County staff provides this service for St. Croix County clients and Pierce County staff provides this service for Pierce County clients. St. Croix has voiced that they are not interested in providing services for Pierce County cases at this time. D. Miller/Dr. D. Woeste made a motion to withhold from expanding this service to St. Croix County clients at this time, but to continue providing the service as we currently do, to Pierce County residents; motion carried.

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14. B. Johnson reviewed the Tobacco Multi-Jurisdictional Coalition funds and budget. Dr. D. Woeste/D. Miller moved to accept funds and create the 2010 Tobacco Multi-Jurisdictional Coalition budget as presented; motion carried.
15. S. Galoff distributed a handout providing extensive detail regarding the Assistant Director position rationale. D. Miller voiced concern and frustration about the recent County purchase of property in the Village of Ellsworth but not being able to move forward on refilling a very much needed vacant Assistant Director position. Aubart voiced he felt that this is a needed position. Place mentioned that the Board of Health has previously approved the refill of this position but explained that this refill is held up at the Administration level.
16. Future agenda items mentioned at this time:
 - Staffing Plan
 - New Personnel Requests
 - Format of Program Evaluations
 - Board of Health Member Orientation Questions
17. Future meeting dates and times as follows:
 - Monday, Jun 28th @ 5pm in conference room C
 - Monday, Jul 26th @ 5pm in conference room C
18. J. Aubart/J. Ross moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:25pm.

Pierce County Board of Health Committee Minutes–June 28th, 2010

Present: Jon Aubart, Ronald Bartels, Donna Miller, Cullen Peterson, Greg Place, James Ross & Dr. David Woeste

Excused Absence: Peter Carr, Sue Galoff

Also Attending: Susan Timm, Vanessa Majeski & Becky Johnson

1. Chairperson G Place called the meeting to order at 5:02pm.
2. Motion by J Ross/D Miller to adopt agenda; motion carried.
3. No public comment.
4. Discussion and amendment of the May 24th, 2010 draft meeting minutes. #15, third sentence amended to read--Aubart voiced he felt that this is a needed position. Place mentioned that the Board of Health has previously approved the refill of this position but explained that this refill is held up at the Administration level. J Ross/R Bartels moved to approve the amended minutes as reported; motion carried.
5. S Timm & V Majeski gave an overview of the Healthy Homes project as follows:
 - Grant purpose: Aid families in making their homes healthier & safer, targeting low income families that own their own home.
 - Assessment visit of safety in homes, with suggested improvements and provide families needed safety items for their homes.
 - Provide information packets at assessment home visit.
 - Return assessment visit reviewing recommended improvements.
 - Provide gift card incentive for completed improved safety in home.
 - Preview Health Education Board displayed at WIC clinics and Farm Technology Days.S Timm & V Majeski dismissed.
6. In Sue Galoff's absence, B Johnson distributed the Director/Health Officer report on the following:
 - Area Health Education Consortium (AHEC) Intern, Vanessa Majeski, is working on the Environmental Health "Healthy Homes" project this summer. Activities include an educational booth at Farm Technology Days.
 - An exemption was filed for the new Medicare Satisfaction Survey requirement due to the size of our home care agency. This exemption will save significant costs associated with retaining the required vendors to conduct the survey. Our current process of conducting satisfaction surveys in-house will continue.
 - Occupational and Speech therapy are now available through contract for Home Care clients.
 - A recent survey sent to Pierce County Citizens contained six questions related to changing funding levels for Public Health services, however none of the programs addressed receive local funding.
 - A state review of our preparedness plans for the Cities Readiness Initiative yielded a score of 91% which is significantly improved from last year's score (78%).
 - Hugh J. Andersen Foundation has funded our dental proposal to expand school-based services.
 - Additional adult immunizations are being provided to the public through state ARRA stimulus dollars. Tetanus/diphtheria (Td) and Tetanus/diphtheria/acellular Pertussis

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- (TdaP) immunizations will be provided at a Farm Technology Days booth.
- A state site visit for the Vaccine for Children program was conducted recently. Only one minor recommendation for improvement was made.
 - The department will receive a Nutrition, Physical Activity and Obesity Program Local Coalition Funding for Physical Activity Grant. The goal of the grant is to increase physical activity for children and youth. Katie Bartko, RD is writing several grants aimed at addressing the obesity issue identified in the community needs assessment.
 - Janet Huppert, IS Director has provided a computer training for department employees
 - An advertisement is currently in the paper seeking a replacement for the citizen RN Board of Health member.
7. Financial reports, vouchers, monthly workshops & new contracts were reviewed.
 8. B Johnson reviewed the Program Evaluation Template with the board. Board members agreed the completed program templates will be useful. No changes recommended to the template.
 9. B Johnson reviewed the 2010 Public Health Staffing Plan. Dr. D Woeste/C Peterson moved to accept the 2010 Public Health Staffing Plan as presented; motion carried. J Ross questioned whether it is time to change our tobacco prevention and control focus on to another topic due to the new smoking ban effective July 5th, 2010. G Place noted that if we change that focus we need to make sure we are not duplicating the work of another department. B. Johnson added that the Community Needs Assessment priorities aid in guiding department programs.
 10. B Johnson reviewed the Birth to Three funds and budget announcing a \$3,200 grant award for the River Falls Hospital Foundation and additional ARRA Consortium funds. D Miller/C Peterson moved to accept additional funds and amend the 2010 Birth to Three budget as presented; motion carried.
 11. B Johnson reviewed the 2010 Dental funds and budget announcing a \$5,000 Dental grant award from the River Falls Hospital Foundation and a \$5,500 Dental grant award from the Hugh J. Andersen Foundation. J Ross/D Miller moved to accept additional funds and amend the 2010 Dental budget as presented; motion carried.
 12. Future agenda items mentioned at this time:
 - Program Evaluations
 - Discuss focus of prevention program activities
 13. Future meeting dates and times as follows:
 - Monday, Jul 26th @ 5pm in conference room C
 - Monday, Aug 23rd @ 5pm in conference room C
 - Monday, Sep 27th @ 5pm in conference room C
 14. J Ross/J Aubart moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:08pm.

Pierce County Board of Health Committee Minutes–July 26th, 2010

Present: Jon Aubart, Ronald Bartels, Peter Carr, Donna Miller, Cullen Peterson, James Ross & Dr. David Woeste

Excused Absence: Greg Place

Also Attending: Sue Galoff, Katie Bartko & Becky Johnson

1. Vice Chairperson, R. Bartels, called the meeting to order at 5:06pm.
 2. Motion by Miller/Ross to adopt agenda; motion carried.
 3. No public comment.
 4. Discussion and approval of the June 28th, 2010 meeting minutes. Ross/Miller moved to approve the minutes as reported; motion carried.
- C. Peterson and Dr. D. Woeste arrived at 5:08pm.
5. S. Galoff, Director/Health Officer report on the following:
 - The mid-year consolidated contract grant review will take place this week.
 - The department will participate in the upcoming Emergency Management Nuclear drill and exercises.
 - An increase in cases of Lyme disease and Chlamydia have been noted this year. The new electronic communicable disease reporting system, WEDSS, has been fully implemented, however it is taking significant additional staff time to complete case investigations.
 - The Reproductive Health state grant funding for 2011-2015 will be via a competitive RFP process. A proposal will be submitted by the department prior to August 23, 2010.
 - An extension to the lease for the River Falls office has been offered.
 - Quality improvement and accreditation activities have begun to be implemented as part of the Wisconsin Initiative for Quality Improvement (WIQI). Delivery of immunization services will be the focus of our initial activities.
 - Donna Miller, RN citizen board member has served on the board since January 26, 1994 when a change in state statutes required the Board of Health to have a nurse representative. The department name also changed at that time from Community Health Services to the current Public Health Department. She has been a tremendous advocate for public health and home care services throughout her time on the Board of Health.
 6. Financial reports, vouchers, monthly workshops & new contracts were reviewed.
 7. S. Galoff explained in detail the degree of mandate/rationale section of the Public Health Program Evaluations which included the Level I Health Department Mandated Services, the Level III Health Department Services, the Pierce County Public Health Community Health Improvement Plan Priorities, the Healthiest Wisconsin 2020 State Health Plan Priorities and which of the 10 Essential Public Health Services were covered by each program. Discussion took place. Sue then reviewed each Public Health Program Evaluation individually with the board.

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8. Discussion was held regarding the future focus of prevention program activities. J. Ross questioned at what point the board and the department want to refocus to a different prevention program activity. The change to a multijurisdictional tobacco coalition has reduced local funding and staff time for these activities. S. Galoff noted that the Community Needs Process showed a need to focus efforts on overweight/obesity and alcohol issues. A discussion was held regarding underage drinking. S. Galoff noted that the department will be involved with a county-wide Alcohol Coalition that is being formed.

K. Bartko distributed and reviewed two handouts including the 2009 Pierce County Fresh Fruit and Vegetable Audit and the Healthy Eating and Active Living (HEAL) Grant Summary explaining 3 HEAL grants that Public Health has applied for, one of which has been awarded but still waiting for notification on the other two grants. The additional funding would allow the department to address overweight/obesity issues.

9. Future agenda items mentioned at this time:
 - 2011 Public Health budgets
10. Future meeting dates and times as follows:
 - Monday, Sep 27th @ 5pm in conference room C
 - Monday, Oct 25th @ 5pm in conference room C
11. Ross/Miller moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 7:05pm.

Pierce County Board of Health Committee Minutes–August 23rd, 2010

Present: Jon Aubart, Ronald Bartels, Deb Callow, Greg Place, Cullen Peterson & Dr. David Woeste

Attending via phone: James Ross

Also Attending: Sue Galoff, Sara Sabelko & Becky Johnson

Excused Absence: Peter Carr

1. Chairperson, G. Place, called the meeting to order at 5pm and went around the table with introductions.
2. G. Place suggested amending the agenda by switching #6 with #8 due to the fact that one of the board members would be leaving the meeting early to attend another meeting. Motion by J. Aubart/R. Bartels to adopt the amended agenda; motion carried.
3. No public comment.
4. Discussion and approval of the July 26th, 2010 meeting minutes. R. Bartels/C. Peterson moved to approve the minutes as reported; motion carried.
Dr. David Woeste arrived at 5:05pm.
5. Birth to Three staff presentation was given by S. Sabelko. Sara distributed a Birth to Three program brochure and a program statistics sheet. She reviewed what the program is, who is eligible to receive Birth to Three services and how children are referred/transitioned into and out of the program. Sara also reviewed the OSEP (Office of Special Education Programs) indicator data and compared the state of Wisconsin target goal percentages with our county percentages. Sara also presented statistics confirming an increasing trend of total number of children enrolled in the program over the past several years, with a significant enrollment increase in 2009 and again expected in 2010.
6. S. Galoff reviewed the 2011 Public Health budget. The Finance & Personnel committee requested a 3.4% cut in county tax levy over last year and the 2011 Public Health budget was completed with complying to Finance & Personnel's request. In order to meet this request, the department needed to utilize a significant amount of program reserve funds that have accumulated from prior years program generated income. Sue distributed the schedule C-2 from the most recent county audit book which showed Public Health program fund balances at the end of 2009. At the bottom of the audit page three lines were added displaying the approved utilization of reserve funds in 2010, the requested utilization of reserve funds for 2011 and the estimated reserve funds balance at year end 2011. Sue reviewed the revenue and expense program comparisons, over last year, explaining reasons for all significant increases or decreases. Motion by Dr. D. Woeste/C. Peterson to approve the 2011 Public Health budget as presented; motion carried.

James Ross departed 5:50pm

7. Financial reports, vouchers & monthly workshops were reviewed.

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8. S. Galoff, Director/Health Officer reported on the following:
 - The mid-year consolidated contract grant review revealed that all contract objectives are on track to be met by year end.
 - The department responded to health issues with the recent flooding. Technical assistance and public information was provided related to well water chlorination and testing, septic systems, and mold.
 - Mosquito control activities are being conducted via contract with LaCrosse County. A meeting was held with Solid Waste and Highway departments to determine a method to control mosquitoes in their tire piles. The tires will be treated every two weeks throughout the summer when LaCrosse staff is here checking mosquito traps.
 - Office on Aging provided funding through the Older Americans Grant to promote medication management and health promotion for home care clients.
 - Renee Linse, Home Health Aide, has resigned to further her education as an LPN.
 - A pool/whirlpool was closed on Friday, August 20th, 2010. Three of the six statutory criteria for pool closure were met.
 - The Survey of the Health of Wisconsin (SHOW) research study team will be in the Oak Grove, Prescott, and River Falls areas of the county.
 - Staff is participating in the Nuclear Reception Center Exercise tonight in Elmwood and the Emergency Operations Center (EOC) Exercise tomorrow.

9. Future agenda items mentioned at this time:
 - Public Health Accreditation

10. Future meeting dates and times as follows:
 - Monday, Sep 27th @ 5pm in conference room C
 - Monday, Oct 25th @ 5pm in conference room C

11. J. Aubart/C. Peterson moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:12pm.

Pierce County Board of Health Committee Minutes–September 27th, 2010

Present: Jon Aubart, Ronald Bartels, Deb Callow, Peter Carr, Cullen Peterson & Greg Place

Attending via Phone: James Ross

Also Attending: Sue Galoff, Sharon Schulze, Susan Timm, & DiAnn Fuchs

Excused Absence: Dr. David Woeste

1. Chairperson, G. Place, called the meeting to order at 5:00 pm..
2. Suggestion made to move agenda item #9 after agenda item #4. Motion by J. Aubart, seconded by C. Peterson to adopt the amended agenda; motion carried.
3. Public comment: None
4. R. Bartels /J. Aubart moved to approve the minutes as reported; motion carried.
5. S. Galoff explained that a Home Health Aide resigned effective August 20, 2010. In Lieu of refilling this position, an On-Call/Casual Home Health Aide position is being proposed. After brief discussion, motion by P. Carr/C. Peterson to update the Public Health Department Staffing plan and authorize the On-Call/Casual Home Health Aide position to exceed 500, but not 600 hours/year with a starting wage and step increases according to the collective bargaining agreement and forward to the Finance/Personnel Committee for consideration; motion carried.
6. S. Timm gave a staff presentation on the Wisconsin Initiative for Quality Improvement (WIQI) including the following:
 - Background of Wisconsin Public Health Quality Initiative
 - What WIQI offers
 - Pierce County Public Health department partnership with WIQI

S. Schulze discussed our local project to improve the quality of the immunization delivery process as follows:

 - The quality improvement (QI) team reviewed the process, analyzed utilization, and identified need for improvements.
 - The QI team will implement changes to the immunization clinics offered using a plan, do, study, act process. Beginning Nov. 1, 2010, the Plum City Immunization Clinic will end due to lack of usage; however the River Falls Immunization Clinic will continue. Immunizations clinics will be held one day a week at the Ellsworth Public Health Department office by appointment. Advertising of the changes will be in local papers and on the website. Statistics will be monitored to determine the success of the QI project.

Sue Timm and Sharon Schulze dismissed at 5:27 p.m.
7. S. Galoff, Director/Health Officer reported on the following:
 - School immunization clinics were held in River Falls and Ellsworth to provide Tetanus, diphtheria, and Pertussis (Tdap) and Varicella (Chickenpox) vaccines to students.

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- Influenza vaccine clinics in communities and schools throughout the county will begin on October 4th, 2010. Clinic schedules are advertised in the local papers and on the county website. Flu vaccine is now recommended for everyone over 6 months of age.
 - The dental program is gearing up to provide school dental clinics targeted at low income children in grades 2-5. They will begin at the Elmwood and Prairie View schools in early October. The Office on Aging van will be utilized to transport the equipment.
 - The Pierce County Herald has invited the department to submit health related articles to their “Our Voices” blog on their website.
 - A self-assessment for Public Health accreditation is currently being completed to determine readiness for the voluntary national accreditation application. This is being completed as part of our participation in the Wisconsin Public Health Quality Initiative.
 - The Jail Nurse has announced her plan to retire in April 2011. Options to continue providing jail nursing services to meet the health needs of the inmates will be discussed at an upcoming meeting.
 - Options to meet the supervisory needs of the department in lieu of refilling the Assistant Director position are being reviewed.
 - A free Health Literacy training sponsored by the North Central Area Health Education Center was provided to staff.
 - J. Cleary and S. Schulze worked at the Clean Sweep and Medication Take Back program on 9/18/10 and 9/25/10 where 85 lbs of prescription medications were collected.
 - Discussed the option of Board packets being sent electronically.
8. Financial reports, vouchers & monthly workshops were reviewed.
9. S. Galoff reviewed the benefits and concerns of seeking national accreditation for the department.
- The goal is to increase quality and accountability; however concerns regarding additional administrative burden and financial commitment to maintain current programs in order to achieve accreditation were expressed.
 - The 140 Review/Level 3 Health Department status and Accreditation paperwork may run parallel with each other, but still involves added administrative time with accreditation process. When asked for direction in this matter, board members expressed concerns, yet see quality improvement activities as a way to increase efficiency in providing agency services. It was decided to add this topic to future agendas for discussion.
10. Future agenda items mentioned at this time:
- Public Health Accreditation
 - Update on Preparedness
11. Future meeting dates and times as follows:
- Monday, Oct 25th @ 5pm in conference room C
 - Monday, Nov 22nd @ 5pm in conference room C (Annual Home Care Meeting)
12. P. Carr / R. Bartels moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:07 pm.

Pierce County Board of Health Committee Minutes–October 25th, 2010

Present: Greg Place, Jon Aubart, Ronald Bartels, Deb Callow, Cullen Peterson & James Ross

Also Attending: Sue Galoff, Lisa Raethke, Dianne H-Robinson & Becky Johnson

Excused Absence: Peter Carr & Dr. David Woeste

1. Chairperson, G. Place, called the meeting to order at 5pm..
2. Motion by J. Ross/R. Bartels to adopt the agenda; motion carried.
3. No public comment.
4. J. Ross/R. Bartels moved to approve the Sep 27th, 2010 minutes as reported; motion carried.
5. Lisa Raethke & Dianne H-Robinson gave a preparedness update. L. Raethke discussed the Point of Dispensing Sites (PODS) including how PODS work, the benefits of PODS and preparing your business. D. H-Robinson discussed the Public Health Emergency Plan (PHEP) including what is the PHEP, the purpose of the PHEP, how the PHEP works and the PHEP organization including 7 parts. S. Galoff gave kudos to both Lisa and Dianne for the hard work with their detailed preparedness duties.

L. Raethke & D. H-Robinson were dismissed at 5:20p.m.

6. S. Galoff, Director/Health Officer reported on the following:
 - The Reproductive Health program grant proposal to the Division of Public Health to continue providing services for the 2011-2015 grant cycle was awarded funding.
 - A generous donation was received from Pierce Pepin Cooperatives to thank the department for providing a flu shot clinic at their annual Co-op Month Pancake Breakfast.
 - Katie Bartko will be increasing her hours from 24 to 32/week to take on additional management duties in lieu of refilling the Assistant Director position. This increase has been approved on a temporary basis as we determine the best division of duties.
 - The WIC clinic which has been in the Elmwood community for many years has experienced dwindling numbers so the clinic will be moving to Spring Valley in January since there are more young families living in that area.
 - The department has received two new nutrition grants to begin addressing the Obesity/Overweight health priority identified in our community health improvement plan.
 - Communicable disease reporting through the electronic WEDSS system is taking a tremendous amount of additional staff time due to increased reporting and insufficient information provided by the healthcare providers to complete the appropriate case investigation. Increases in the number of Lyme Disease and Campylobacter cases have been noted.
 - The seasonal influenza clinics are being conducted throughout the county. ARRA immunization funds supported a pilot test of providing influenza vaccines to students at the Plum City and Prescott schools this year.
7. Financial reports, vouchers & monthly workshops were reviewed.

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8. The Public Health department has completed the Public Health accreditation self-assessment. S. Galoff reviewed the results with the board. Access to services scored the lowest at 1.8 on a 4.0 scale, which was not a surprise as it agrees with the departments' most recent community needs assessment results. Brief discussion was held as Galoff explained the different assessment categories.
9. B. Johnson reviewed the 2010 additional WIC funds and amended budget. The additional funds include a mid-year funding reallocation that reflects an across-the-board WIC increase, stipends for National WIC Association attendance costs and ARRA Stimulus Immunization funds for a total increase of \$16,015. J. Ross/C. Peterson moved to accept additional WIC funds and approved the 2010 amended WIC budget as presented; motion carried.
10. B. Johnson announced two Nutrition grant awards as follows:
 - Nutrition, Physical Activity and Obesity Program Local Coalition Funding for Physical Activity in the amount of \$8000 with grant dates June 2010 – February 2012
 - Farmers' Market Promotion Program grant in the amount of \$39,029 with grant dates October 2010 – October 2012A small portion of these grants will be spent in 2010 with the remaining spent in 2011 and 2012. C. Peterson/J. Aubart moved to accept the Nutrition grant funds and approve the 2010 budget as presented; motion carried.
11. Future agenda items mentioned at this time:
 - McBee & Associated Contract
 - Home Care Advisory Meeting
 - Unified Financial Department
 - WIC Director Position Revision
12. Future meeting dates and times as follows:
 - Monday, Nov 22nd @ 5pm in conference room C
13. R. Bartels/J. Ross moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 6:05pm.

Pierce County Board of Health Committee Minutes–November 23rd, 2010

Present: Jon Aubart, Ronald Bartels, Deb Callow, Peter Carr & James Ross

Also Attending: Sue Galoff & Katie Bartko

Excused Absence: Greg Place, Cullen Peterson, & Dr. David Woeste

1. Vice-chairperson, R. Bartels, called the meeting to order at 4:05pm.
2. Motion by J.Ross/P.Carr to adopt the agenda leaving open the option to move items 11 and 12 forward when Dr. Tashjian arrives; motion carried.
3. No public comment.
4. J. Ross/J. Aubart moved to approve the October 25th, 2010 minutes as reported; motion carried.
5. S. Galoff, Director/Health Officer reported on the following:
 - There has been less demand for adult seasonal influenza vaccine this year; however pilot school clinics to provide influenza vaccine to students have been successful.
 - The state has announced significant increases in licensing fees which will take effect in April 2011. The local financial impact of this change is being determined.
 - A Facebook page for the department is in development.
 - Grant negotiations for 2011 contracts with the Division of Public Health are nearing completion.
 - The terms of our lease for the Reproductive Health program office space will continue despite the sale of the building.
 - Pepin County has expressed interest in developing a MOU for environmental lead inspections.
 - The state preparedness program leaders have announced changes in the consortium structure as of August 2011.
 - The Pierce County Partnership for Youth held a kick-off meeting last week with many key community leaders in attendance.
6. Financial reports, vouchers & monthly workshops were reviewed.
7. P. Carr/J. Ross moved to approve the McBee Associates, Inc. contract as presented; motion carried.
8. S. Galoff reviewed the Pierce County Community Health Improvement Plan.

Dr. Tashjian arrived at 4:27pm.
11. Motion by J. Ross/ P. Carr to convene to the Home Care Advisory meeting at 4:29pm; motion carried.
12. Motion by P. Carr/J. Ross to adjourn Home Care Advisory meeting and return to the Board of Health meeting at 5:05pm; motion carried.
9. Future agenda items mentioned at this time:

- Consolidated Finance Department

Pierce County Board of Health Committee Minutes–November 23rd, 2010 (con't)

- Increase of hours/duties for WIC Director position
- Home Care update
- Changing Board of Health meeting day and times

10. Future meeting dates and times as follows:

- January 24th, 2011 at 5:00pm

13. J. Ross/J. Aubart moved to adjourn the Board of Health meeting; motion carried. Meeting adjourned at 5:12pm.

Annual Advisory Committee Meeting Minutes
Pierce County Home Care Program
November 23rd, 2010

Present: Ron Bartels, Jon Aubart, Jim Ross, Dr. Christopher Tashjian, MD, Deb Callow, RN, Peter Carr, MPH, Sue Galoff, RN, & Katie Bartko, RD

1. Motion by J. Ross/P. Carr to convene to the Home Care Advisory meeting at 4:29pm; motion carried. Meeting minutes from November 30th, 2009 were reviewed. Motion by J. Ross/C. Tashjian to approve the minutes; motion carried.
2. Review of the scope of services. It was noted that therapy services offered by the program have increased in the last year.
3. No changes have been made to the admission and discharge policies. They were reviewed with the board members.
4. Dr. Tashjian currently is our Medical Advisor and has agreed to continue this service. Medical Advisor agreement and standing orders will be signed by Dr. Tashjian.
5. Reviewed policy for emergencies. No changes have been made.
- 6 Clinical Record Review:
 - A. Quality Assurance Review: The Oasis reports are not available at this time. Charts are audited on a quarterly basis. Errors identified are reviewed by the nurse and corrections are made as appropriate.
7. Patient satisfaction survey results and comments were reviewed. Survey results show an overall very good to excellent rating for our services.
8. Current review of all professional licenses was completed and all appropriate copies are filed in personnel files. Policy regarding Licenses of Professionals was also reviewed.
9. 2010 Pierce County Public Health Department Agency Evaluation was reviewed. All members present signed signature page indicating approval of agency evaluation.
10. S. Galoff provided the Home Care Manager's report including the following:
 - Additional therapy services have been available to clients since April 2010. The program is now able to offer physical, occupational, and speech therapy.
 - The Home Care budget for 2011 will be very challenging due to a \$25,000 cut to the tax levy allocation to the program and Medicare reimbursement reductions in the new Prospective Payment System (PPS) rule change. Several board members requested that the home care program and its budget be added to the Board of Health agenda for the first several months of 2011 to prepare for the 2012 budget process.
 - The recent PPS rule change will increase administrative burden on home care programs. Requirements include assuring face to face physician visits 90 days prior to or 30 days following initiation of home care, providing additional assessments for therapy services, and denying payments to home care if the client's physician is not registered in the Medicare PECOS system.
 - Pierce County Home Care has provided care to the citizens of Pierce County for 40 years!

11. Next meeting will be in late Fall 2011 unless needed sooner. Motion by P. Carr/J. Ross to adjourn Home Care Advisory meeting and return to the Board of Health meeting at 5:05pm; motion carried.