



**WINNEBAGO COUNTY PUBLIC HEALTH NURSING**  
**216 SOUTH 4<sup>TH</sup> STREET**  
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**Winnebago County Board of Health Meeting Minutes**  
**June 21, 2024**  
**Public Health Office**  
**7:30 a.m.**

Sonja Rank called the meeting to order. With the announcement of a Quorum. Members in attendance were Dr. Ostercamp arrived 7:45, Sonja Rank, Susan Smith, Sandy Mireles and Jaci Miller via phone. Absent none. Also present was Julie Sorenson, Allison Rice, Beth Clouse, Randee Lindeman, and Carla Miller NICAO

A motion by Smith second by Mireles to approve the agenda with no additions all ayes and motion carried

A motion by Smith second by Mireles to approve the April, 2024 all ayes and motion carried.

Practice fiscal oversight: End of April  
Public Health-Nursing &EH  
Revenue Department -\$53,838.69 (51.45%) Nurses & Sanitarian  
Expenses Department -\$82,118.41 (63.60%) Nurses  
Expenses Department-\$9,163.83 (82.46%) Sanitarian  
Fund Balance: \$61,286.29 with 1<sup>st</sup> quarter of 71, 250 additional funds

Practice fiscal oversight: End of May  
Public Health-Nursing &EH  
Revenue Department -\$199,228.02 (69.33%) Nurses & Sanitarian  
Expenses Department -\$60,821.85 (69.03%)Nurses  
Expenses Department-\$27.55 (82.51%) Sanitarian  
Fund Balance: \$199,664.91 with 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> quarter of 142,500 additional funds

Evaluation: Allison reported on Deyta for April agency had 57 evaluations with no negative comments and for May 63 evaluations with no negative comments, board noted.

Building update: Julie informed the board that after the last construction meeting the project is on schedule. Punch list meeting will be in middle of July, board noted.

Home health:

April: Admission-8; Discharges-6; visits: SN-233; HCA-360, current census 72. May: Admission-14; Discharges-12; SN-226; HCA-361, current census 74.

Staff HCA resignation: A motion was made by Smith to accept resignation from HCA Sonja Alamsya with regrets, second by Rank, all ayes and motion carried.

Hiring FT HCA & PRN HCA: Sorenson and Rice discussed with the board that they have advertised for FT HCA & PRN HCA and have received some application and will offer the

positions in the next week. The board instructed Sorenson to send out the information and they will make the motion via email.

On Friday June 28, Sorenson sent out an email to all BOH members (see attachments). A motion was made by Mireles, 2<sup>nd</sup> by Miller to offer the FT HCA position starting wage \$16.00 an hour to Heather Smith, with a start date of July 10<sup>th</sup>, all ayes and motion carried. A motion by Mireles, 2<sup>nd</sup> by Miller to offer the PRN HCA position with a starting wage of \$18.50 an hour to Willie Skellenger with a start date of July 5<sup>th</sup>, all ayes and motion carried.

Public health:

Carla Miller filled in for Mindi Watters, 1<sup>st</sup> Five Program NIACO and presented their annual report to the board.

Beth Clouse, 1<sup>st</sup> Steps Winnebago County presented her annual report to the board.

HHS update: Behavioral Health realignment map should be finalized in the near future.

Food Inspection Report: April 2 reports and May 2 reports, board noted.

Delegation of Signatory Authority for grants: A motion was made by Smith 2<sup>nd</sup> by Rank to approve Julie Sorenson as the Delegation of Signatory Authority for the following grants, I-4, Tobacco, LPHS Grant and Private Well, all ayes and motion carried.

Environmental Health: Chris Heyer was in not in attend due to a conflict but Julie shared his monthly report, see attached. Board noted.

Other Business:

Rice reported that the state recommends that we have the avian flu test kits on hand. Rice also reported on a lunch and learn she attended regarding homecare services that the Lake Mills Care Center will be offering. They are not Medicare/Medicaid certified and do not have a sliding scale and they are a set hourly fee.

Motion by Mireles to adjourn the meeting at 9:00 am second by Miller, motion carried.

Next Board Meeting: Will be held on Friday, August 16 @ 8 am.