

# **GREEN LAKE COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES**

## **HEALTH & HUMAN SERVICES**

**571 County Road A**

**PO Box 588**

**Green Lake WI 54941-0588**

**VOICE: 920-294-4070**

**FAX: 920-294-4139**

**Email: [glcdhhs@co.green-lake.wi.us](mailto:glcdhhs@co.green-lake.wi.us)**



## **FOX RIVER INDUSTRIES**

**222 Leffert St.**

**PO Box 69**

**Berlin WI 54923-0069**

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### **\* AMENDED Post Date: 2/13/18**

**The following documents are included in the packet for the Department of Health & Human Services Board held on Monday, February 12, 2018**

- February 12, 2018 DHHS meeting agenda 5:00 p.m.
- DHHS Draft Minutes – December 11, 2017
- Draft Aging Advisory Committee Minutes – January 18, 2018
- Draft Health Advisory Committee – January 10, 2018
- Aging Report 2017
- Resolution Relating to Creating a Program Aide Position
- Ordinance Amending Chapter 103, Animals – Kennel Inspection
- Ordinance Amending Chapter 103, Animals – Rabies
- \* Health Unit/Environmental Health Report December 2017
- \* Health Unit/Environmental Health Report January 2018



**GREEN LAKE COUNTY  
DEPARTMENT OF HEALTH & HUMAN  
SERVICES**

Office: 920-294-4070 FAX: 920-294-4139 Email: [alcdhhs@co.green-lake.wi.us](mailto:alcdhhs@co.green-lake.wi.us)

**Health & Human Services Committee Meeting Notice**

**Date: February 12, 2018 Time 5:00 PM**

**Green Lake County Government Center**

**571 County Rd A, COUNTY BOARD Room #0902 Green Lake WI**

**AGENDA**

**Committee  
Members**

*Joe Gonyo,  
Chairman  
Nick Toney, Vice-  
Chair  
Brian Floeter  
John Gende  
Nancy Hoffman  
Harley Reabe  
Tom Reif  
Richard Trochinski  
Joy Waterbury, Secretary*

Kindly arrange to be present, if  
unable to do so, please notify our  
office. Sincerely, Karen Davis,  
Administrative Assistant

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes 12/11/17
6. Appearances:
7. Correspondence:
8. Veteran's Service Office Report
9. Advisory Committee Reports
  - Aging Advisory Committee – (Trochinski)  
Meeting - Meeting – January 18, 2018
  - Family Resource Council – Next Meeting March 5,  
2018 (Trochinski)
  - Health Advisory Committee – January 10, 2018
  - ADVOCAP/Headstart Report (Gonyo/Waterbury)
  - ADRC Coordinating Committee – Next meeting -  
February 8, 2018 (Gende/Waterbury)
10. Unit Reports
  - Behavioral Health Unit
    - Dual Diagnosis Clinical Therapist
  - Fox River Industries
    - Resolution Relating to Creating A Program Aide  
Position
  - Health Unit
    - Ordinance Amending Chapter 103, Animals –  
Kennel Inspection
    - Ordinance Amending Chapter 103, Animals - Rabies
    - Public Health Nurse/Educator
11. Committee Discussion
  - The Board May Confer With Legal Counsel
  - Future DHHS Meeting Date (March 12,  
2018 at 5:00 p.m.)
  - Future Agenda items for action & discussion
12. Adjourn

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.**

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON MONDAY, DECEMBER 11, 2017 AT 5:00 P.M.

PRESENT: Joe Gonyo, Chairman  
Harley Reabe, Member  
Richard Trochinski, Member  
Joy Waterbury, Secretary  
Nancy Hoffman, Member  
John Gende, Member  
Tom Reif, Member

EXCUSED: Nick Toney, Vice Chairman  
Brian Floeter, Member

OTHERS PRESENT: Jason Jerome, Director  
Karen Davis, Administrative Assistant  
Jon Vandeyacht, Veteran's Service Officer  
Dawn Klockow, Corporation Counsel  
Catherine Schmit, County Administrator

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 5:00 p.m. by Chair Gonyo.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Reabe/Waterbury) to approve the agenda as printed. All ayes. Motion carried.

Action on Minutes: Motion/second (Trochinski/Reabe) to approve the minutes of the 11/13/17 Health & Human Services Board meeting as presented. All ayes. Motion carried.

Appearances: None.

Correspondence: None.

Veteran's Service Office Report: Vandeyacht reported regarding Veteran's Services Office activities.

Advisory Committee Reports: Aging Advisory Committee Report: Trochinski reported regarding the meeting which as held on November 16, 2017.

Family Resource Council: The meeting was held on December 4, 2017. Trochinski reported regarding the meeting.

Transportation Coordinating Committee: The meeting was held on November 15, 2017. Trochinski reported regarding the meeting.

Advocap/Headstart Report: Waterbury reported regarding the meeting. See attached handouts reporting what services Advocap/Headstart is providing.

ADRC Coordinating Committee - November 16, 2017: Gende reported regarding the meeting.

Unit Reports: Aging/ADRC Unit: Resolution Relating to the Contract for Creating a new Multi-County Aging and Disability Resource Center: Jerome presented the Resolution Relating to the Contract for Creating a new Multi-County Aging and Disability Resource Center. (See attached.) Motion/second (Trochinski/Waterbury) to make a motion to approve the Resolution Relating to the Contract for Creating a new Multi-County Aging and Disability Resource Center. All ayes. Motion carried.

Behavioral Health Unit: Behavioral Health Unit Manager: Jerome reported to Committee members that Nichol Grathen was hired for the Behavioral Health Unit Manager.

Jerome reported that the drug court grant was approved for 2018.

Credit Card Approval: Jerome presented the request for a credit card for the new Unit Manager, Nichol Grathen. This credit card will be used for registering for trainings and making hotel reservations as approved by the annual budget. Motion/second (Trochinski/Reabe) to approve the credit card approval for the Behavioral Health Unit Manager.

Committee Discussion: No discussion.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be Monday, February 12, 2017 **at 5:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion: None.

Adjournment: Gonyo adjourned the meeting at 5:25 p.m.

**COMMISSION ON AGING ADVISORY MINUTES**

January 18, 2018

Present: Dick Trochinski, Barb Behlen, Pat Flanigan, Barb Reif, Harley Reabe

Others Present: Betty Bradley, Karen Davis

Excused: Yolanda Gallegos

Requirements of Open Meeting Law have been met.

**CALL TO ORDER:**

The meeting was called to order at 10:30 a.m. by Trochinski at the Green Lake County Government Center.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**APPROVAL OF AGENDA:**

Motion/second (Behlen/Flanigan) to approve the agenda. All ayes. Motion carried.

**ACTION ON MINUTES:**

Motion/second (Behlen/Flanigan) to approve the November 16, 2017 minutes. All ayes. Motion carried.

**APPEARANCES:** None.

**CORRESPONDENCE:** Bradley read a letter that was sent to Green Lake County from GWAAR approving the 2018 Aging Plan budget. Discussion followed.

**GREATER WISCONSIN AGENCY ON AGING RESOURCES, INC (GWAAR):** Bradley reported regarding the January 17, 2018. Bradley reported that the State is contracting to write new policies, menus, etc. for the Nutrition Program.

Bradley reported that the 2017 Self-Assessment is due to the State on March 16, 2018. This includes looking at if Green Lake County met the 2017 goals of the aging plan.

Bradley reported that the Federal Government reviewed State programming under the Older American's Act. Bradley reported that they were satisfied with the programming that Wisconsin is providing to consumers.

Discussion followed regarding the Aging Plan.

**HEALTH & HUMAN SERVICES BOARD REPORT** Trochinski reported that there was not a Health & Human Services meeting in January.

**Advocacy:** Bradley distributed an informational e-mail regarding Elder Abuse Awareness. Discussion followed. Bradley also shared information regarding Wisconsin Aging Advocacy Network to be held in Madison on May 16, 2018. More information will be shared as it becomes available.

Bradley reported that the "Silver Alert Bill" was passed. Bradley explained that this is similar to the amber alert program but is geared towards missing seniors.

**November & December Program Information:** Bradley provided the November and December Program reports for Committee review. (See attached.) Discussion followed.

**2019-2021 Aging Plan:** Bradley reported that the State requires a 3 year plan from each county. Bradley reported that she is preparing the 2019 - 2021 Aging Plan. Bradley reported that the focus is on gathering more community input regarding what services are lacking for seniors or what services are being provided that are beneficial to consumers. Bradley distributed copies of 5 questions to ask elderly in the community for the aging plan.

Bradley explained the timeline of the 3-year plan. Bradley explained other things that she will be doing to gather community input regarding services. Discussion followed.

**COMMITTEE DISCUSSION** No discussion.

**Future Meeting Date:** The next meeting of the Aging Advisory Committee will be Wednesday, March 15, 2018 at the Green Lake County Government Center at 10:30 a.m.

**Future Agenda Items for Action and Discussion:** 2017 Self-Assessment; Annual Report; 2019-2021 Aging Plan; Nutrition Program changes; Volunteer Appreciation event

Motion/second (Flanigan/Behlen) to adjourn the meeting. All ayes. Motion carried. The meeting ended at 11:03.

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THE FOLLOWING ARE THE OPEN MINUTES OF THE HEALTH & HUMAN SERVICES HEALTH ADVISORY COMMITTEE HELD AT THE GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI ON WEDNESDAY, JANUARY 10, 2018 AT 8:00 A.M.

**MEMBERS PRESENT:** Kathy Munsey, Jeanne Lyke, Pat Brandstetter, Harley Reabe, Nancy Hoffman, Tami Schattschneider, Tammy Bending

**ALSO PRESENT:** Karen Davis

**EXCUSED:** Jean Kessler

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

The Pledge of Allegiance was recited.

Call to Order: Lyke called the meeting to order at 8:01 a.m.

Approval of Agenda: Motion/Second (Bending/Brandstetter) to approve the amended agenda. All ayes. Motion carried.

Approval of Minutes: Motion/second (Bending/Schattschneider) to approve the minutes of the October 11, 2017 meeting. All ayes. Motion carried.

Appearances: None.

Ordinance Amending Chapter 103, Animals: Munsey updated Committee members regarding the history of this ordinance and rabies process and revisions to this policy. Discussion followed. Motion/second (Schattschneider/Brandstetter) to recommend approval of the Ordinance Amending Chapter 103, Animals. All ayes. Motion carried.

Quarterly Report on Health Unit Activities: Munsey updated Committee members regarding flu clinics held in the fall.

Munsey reported regarding the Alliance for WI Youth (AWY) and that we have received \$7300 in grant funding to be used for heroin prevention efforts. The grant funds will be for a opiate prevention programs. Munsey reported that funds will be used for community presentations regarding drug use and a presentation regarding Narcan which will be done by the AIDS Resource Center of WI out of Appleton.

Munsey further explained the purchase of some lock boxes to distribute to consumers that have prescribed narcotic drugs in their homes.

Munsey updated Committee members that the Environmental Specialist, Allison McCormick, is doing well in her position and has been very busy with hoarding situations and homes have had to be placarded.

Munsey reported regarding the CHAT team and the recent plunge. The outcome was that more mentoring was needed for children. Theda Care is providing \$15,000 for each of the next three years to expand mentoring through the Boy's and Girls Club. Discussion followed.

Munsey reported there was an educational session on diabetes at the Princeton Library by staff.

Julia McCarroll, Health Educator will be training on living with chronic disease.

Munsey distributed and explained the communicable disease report distributed for 2017. (See attached.) Discussion followed regarding reporting requirements and procedure to follow-up.

Munsey reported working with the Princeton Senior Center. Munsey reported that through coordination, a \$7,000 grant to obtain handicapped accessible access to the Princeton Senior Center through the Green Bay Packer Foundation.

Munsey updated Committee members regarding the Active Shooter drill that was held at the Government Center. Discussion followed.

Munsey reported preparedness program for State had scholarships available. Munsey received a scholarship to attend the preparedness summit held in Atlanta in April.

Health Unit staff got scholarships to attend the annual Public Health conference in Green Bay in May.

Munsey updated Committee members that Tracy Soda retired on December 29, 2017.

Board Education – Halogen Performance Software: Munsey reported that the new Halogen Performance Software is being used for evaluating staff on performance on an annual basis. Munsey reported that this software system is a more user-friendly system. Discussion followed.

Staffing Update: Munsey updated Committee members regarding interviews for the vacant Public Health Nurse position. Munsey anticipates that someone will be on board by mid-February.

Environmental Health/Agent Status Report: Munsey reported to Committee members regarding Environmental Health. Munsey summarized the 2017 Environmental Health annual report that will be included in the annual Health report. In 2017, there were 267 facilities that were inspected in Green Lake County.

Munsey updated Committee members regarding dwellings that have been placarded and progress regarding the required corrections needed to remove placard so the dwelling would be habitable. Discussion followed.



Community Health Improvement Kick-off Event – Brainstorming Session: Munsey reported that the goal is to get more community involvement to educate more on the CHIP (Community Health Improvement Plan). Committee members will be updated regarding the plans for the kick-off event, which will include informational overview, invitation to be part of the implementation and being educated regarding other resources available in surrounding communities.

Committee Discussion: No discussion.

Future Meeting Date: The next Health Advisory Committee meeting will be held on April 4, 2018 at 8:00 a.m. at the Human Services Center.

Future Agenda Items After Action and Discussion: Health Officer Abatement issues, quarterly update;

Adjournment: Motion/second (Brandstetter/Bending) to adjourn the meeting. All ayes. Motion carried.

The meeting adjourned at 9:02 a.m.





**RESOLUTION NUMBER -2018**

**RESOLUTION RELATING TO CREATING A PROGRAM AIDE POSITION**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 20<sup>th</sup> day of March 2018, does resolve as follows:

1 **WHEREAS**, Fox River Industries is a unit of Green Lake County Department of Health  
2 & Human Services; and,

3 **WHEREAS**, Fox River Industries is a current provider of Adult Day Services and  
4 Prevocational Services funded through Family Care; and,

Fiscal note is attached.  Approved by Finance  Disapproved by Finance

Approved by Personnel  Disapproved by Personnel

Majority vote is needed to pass.

Roll Call on Resolution No. -2018

Submitted by Health and Human  
Services Board:

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 20<sup>th</sup>  
day of March, 2018.

\_\_\_\_\_  
Joe Gonyo, Chair

\_\_\_\_\_  
John Gende

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Joy Waterbury

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Nancy Hoffman

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Richard Trochinski

\_\_\_\_\_  
Nick Toney, Vice-chair

\_\_\_\_\_  
Harley Reabe

\_\_\_\_\_  
Tom Reif

\_\_\_\_\_  
Brian Floeter

5 **WHEREAS**, Fox River Industries currently has two additional Family Care funded  
6 consumers requesting full-time Day Services immediately, covering 87% of this cost;  
7 and,

8 **WHEREAS**, Fox River Industries currently has one additional Prevocational Services  
9 consumer funded through Adams County long-term supports requesting full time  
10 services immediately, covering more than the remaining 13% of this cost; and,

11 **WHEREAS**, Demand for Adult Day Services will continue to grow as recent legislation  
12 guides graduating students away from center-based employment and into Adult Day  
13 Services and community employment; and,

14 **WHEREAS**, this additional position will be fully funded through additional Family Care  
15 and Adams County long-term supports revenues.

16 **NOW, THEREFORE, BE IT RESOLVED**, that the Green Lake County Board of  
17 Supervisors authorizes the creation of an additional Program Aide position within the  
18 Department of Health & Human Services at Fox River Industries.

19 **BE IT FURTHER RESOLVED**, that this position will be fully funded by the combined  
20 increased revenues from Family Care and Adams County long-term supports.

21 **BE IT FINALLY RESOLVED**, that if the funding is no longer available, this position will  
22 be eliminated once the available to cover the cost of this position are depleted,  
23 withdrawn or otherwise unavailable.

## GREEN LAKE COUNTY JOB DESCRIPTION

**TITLE:** PROGRAM AIDE

**DEPARTMENT:** HEALTH & HUMAN SERVICES/FOX RIVER INDUSTRIES

**LOCATION:** FOX RIVER INDUSTRIES

**SUPERVISOR:** FOX RIVER INDUSTRIES UNIT MANAGER

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### **SUMMARY:**

This position will work up to full time. Flexible hours will be assumed. Provides client educational training, supervision and ongoing support in a variety of program areas, as needed, to individuals who are chronically mentally ill or have varying degrees of physical and developmental disabilities. The areas of instruction may be community-based services, community job sites, prevocational, and/or daily living skills.

### **DUTIES AND RESPONSIBILITIES:**

- About 70% of time is spent providing training and supervision to clients of Green Lake County Human Services Department in the areas of community based services, daily living skills, day services, work activities, prevocational, and supported employment settings.
- Approximately 15% of the time may be driving a morning and afternoon van/bus route.
- Providing clients with assistance for toileting and hygienic needs consumes about 5% of time. This includes transferring clients in and out of wheelchairs and/or other special equipment.
- 5% of time is utilized maintaining records and charting associated with client behaviors, goals, time studies and objectives.
- 5% of time is spent in unit staff meetings, training, information sharing, and special projects.

### **SKILLS AND ABILITIES:**

- Computer skills, Microsoft Word, Excel, Access, and e-mail
- Skill in the use of a typewriter, calculator, copy machine, computer terminal, fax machine, technical equipment, camera, measuring devices, and automobile. Various types of client lifting/ transferring equipment is used (wheelchair, prone stander, and lifts on vehicles). Hand tools: hammers, wrenches, screwdrivers, shovels, brooms, etc. Food preparation equipment: ovens, food warmers, dishwashers, and mixers, etc. Pallet jack and stopwatch may be required. Hearing and eye protection are required. Gloves are used.
- Basic everyday living skills are necessary for this position.
- Ability to understand and follow directions, and to read, write, add, and subtract.

## **QUALIFICATIONS:**

**EDUCATION:** High school diploma or equivalent and a current valid Wisconsin driver's license are necessary.

**EXPERIENCE / JOB KNOWLEDGE:** Experience and/or training in working with the developmentally disabled population is preferred.

- Must be CPR and first aid certified or certifiable (training will be provided).
- Must have CNA license or be willing/able to acquire one in first 90 days of employment.
- Must have forklift safety certificate or be willing/able to acquire one in the first 90 days of employment

## **WORKING CONDITIONS:**

**PHYSICAL DEMANDS:** 75% of the time requires talking, hearing, and far and near vision. About 50% of the time is spent standing with a lesser amount (25%) used in walking and low fingering (writing). Approximately 10% of the time is spent sitting, grappling (physically subduing a client), bending/twisting (to transfer clients), and reaching. Included in this 10% of time is lifting people weighing 100 lbs. or more, carrying them and involves a high degree of pushing (wheelchair). In unusual situations, stopping, kneeling, crouching, running, swimming, climbing, and pushing/pulling objects weighing 50-80 lbs

**ENVIRONMENTAL DEMANDS:** Over 75% of time is spent inside a building. 10% of time, more or less, is spent outside supporting clients where temperatures fluctuate between hot and cold, wet and humid conditions. An additional 10% of time is used in providing personal care to clients involving exposure to blood and body fluids; and the possibility of physical attack or injury from a client can occur. In unusual situations, the aide is exposed to high noise levels, odors, dust, and poor ventilation due to workshop activities, and community based job sites.

This is a public service position, and employee is required to be courteous, cooperative and respectful at all times with the public and clients; also establishes and maintains a courteous and cooperative and respectful working relationship with other employees, supervisors and public officials.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions and needed skills. It is not intended as a complete list of job duties, responsibilities and/or essential functions. This description is not intended to limit or modify the rights of any supervisor to assign, direct, and control the work of employees under supervision. The county retains and reserves any and all rights to change, modify, amend, add to or delete from, any section of this document as it deems, in its' judgment, to be proper.

February 2015

1/22/2018

FISCAL NOTE - PERSONNEL COSTS

2018 Wage

DEPARTMENT:		DEPARTMENT OF HEALTH & HUMAN COMMITTEE: HUMAN SERVICES						ACCOUNT #:			
POSITION TITLE	NAME	RATE	HOURS	WAGE	FICA	RET-C	RET-E	H&A INS	L-INS	TOTAL	
HSFRI	Program Aide	*Vacant	14.99	1,820.00	27,281.80	2,087.06	0.00	0.00	22,484.00	25.00	51,877.86

100% of the \$51,877.86 will be generated from the additional revenues from 3 new funded consumers starting in January 2018. 2 new consumers are full-time Day Services which will generate 30 hours per week (1560 hours per year) at a rate of \$14.52/hour for a revenue total of \$22,651 per year for each, or \$45,302 for both combined. These two individuals are both Family Care funded. 1 additional new consumer is full-time Prevocational Services (Production) which will generate 30 hours per week (1560 hours per year) at a rate of 8.50/hour for a total of \$13,260 per year. This individual is funded directly through Adams County long-term supports. The total revenue increase from these three additional full-time consumers will be \$58,562. The additional Program Aide position will split time as needed between Production and Day Services, with any additional available time to be spent assisting with Supportive Home Care (SHC) services as we strive to meet a large increase Family Care funded demand for SHC services.



**ORDINANCE NO. -2018**

**Amending Chapter 103 - Animals**

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 17th day of April 2018, does ordain as follows:

- 1 **NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY**
- 2 **OF GREEN LAKE DOES ORDAIN AS FOLLOWS:**

Roll Call on Resolution No. -2018

Submitted by Health and Human Services Board:

Ayes , Nays , Absent , Abstain

Passed and Enacted/Rejected this 17th day of April 2018.

\_\_\_\_\_  
Joe Gonyo, Chair

\_\_\_\_\_  
Nick Toney, Vice-chair

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Harley Reabe

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Richard Trochinski

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Joy Waterbury

\_\_\_\_\_  
John Gende

\_\_\_\_\_  
Brian Floeter

\_\_\_\_\_  
Tom Reif

\_\_\_\_\_  
Nancy Hoffman

4 Section 1. Green Lake County Ordinance, Section 103-13.B. shall be amended to read:

5 Kennel license. A single owner having possession of five or more adult dogs shall be  
6 required to obtain a kennel license. Such owner shall pay the license fee as prescribed by  
7 the County pursuant to §174.053, Wis. Stats. ~~Issuance of a County kennel license shall~~  
8 ~~include the requirement for the local Health Department to conduct an annual sanitary~~  
9 ~~inspection of the premises to ensure that the conditions outline in Chapter 951, Wis. Stats.~~  
10 ~~are met. The holder of the kennel license shall be responsible for ensuring that said~~  
11 ~~inspection is conducted prior to the issuance of the license each year. The applicant must~~  
12 present current certificates of rabies vaccinations for all dogs and a certificate of completed  
13 sanitary inspection prior to the license issuance. Tags shall be issued for all dogs  
14 pursuant to §174.07, Wis. Stats.

15 (1) Kennel inspections.

16 (a) Kennels licensed by the state must have an inspection performed by DATCP  
17 based on DATCP's requirements.

18 (i.) If a kennel receives a passing inspection from DATCP, no other inspection is  
19 required.

20 (ii.) If a kennel does not receive a passing inspection from DATCP, the entity  
21 must work with DATCP to become compliant.

22 (b) Kennels not licensed by the state must have an initial inspection prior to the first  
23 kennel license by the local health department meeting the requirements of  
24 ATCP ch. 16.

25 (i.) Inspection fees will be posted at the health department, if applicable.

26 (ii.) Kennels must pay re-inspection fees as posted at the health department for  
27 any required re-inspection if the inspector has to return after a routine  
28 inspection to verify that violations have been corrected. A license will not be  
29 renewed without of re-inspection frees.

30 (iii.) Uncorrected violations will be reported to law enforcement or the county  
31 humane officer.

32 Section 2. This ordinance shall become effective upon passage and publication.

33 Section 3. The repeal and recreation of any section herein shall not have any effect on  
34 existing litigation and shall not operate as an abatement of any action or proceeding then  
35 pending or by virtue of the repealed sections.

**ORDINANCE NO. -2018**

**Amending Chapter 103. Animals**

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 20th day of March 2018, does ordain as follows:

- 1 **NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY**
- 2 **OF GREEN LAKE DOES ORDAIN AS FOLLOWS:**

Roll Call on Resolution No. -2018

Submitted by Health and Human Services Board:

Ayes , Nays , Absent , Abstain 0

Passed and Enacted/Rejected this 20th day of March, 2018.

\_\_\_\_\_  
Joe Gonyo, Chair

\_\_\_\_\_  
Nick Toney, Vice-chair

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Harley Reabe

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Richard Trochinski

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Joy Waterbury

\_\_\_\_\_  
John Gende

\_\_\_\_\_  
Brian Floeter

\_\_\_\_\_  
Tom Reif

\_\_\_\_\_  
Nancy Hoffman

4 Section 1. Green Lake County Ordinance, Chapter 103, Animals Section 103-5 is  
5 amended to read:

6 This article hereby adopts the provisions of § 95.21 and Chapters 174 and 951, of the  
7 Wisconsin Statutes and ~~Ch. ATCP 13 of the Wisconsin Administrative Code, exclusive~~  
8 ~~of any penalties. Criteria for participation in the Rabies Control Program as approved~~  
9 ~~by the Wisconsin Department of Agriculture, Trade, and Consumer Protection is also~~  
10 ~~hereby adopted.~~

11 Section 2. Green Lake County Ordinance, Chapter 103, Animals, Section 103-8 is  
12 amended to read:

13 **QUARANTINE OR ISOLATION FACILITY**  
14 A humane society, shelter, veterinary hospital, municipal pound or other place  
15 ~~specified by a trained observer,~~ which is equipped with a pen or a cage which isolates  
16 one animal from contact with other animals.

17 ~~**TRAINED INDIVIDUAL**~~  
18 ~~A person certified by WDATCP, meeting the qualifications to observe quarantined~~  
19 ~~animals in an isolation facility to determine if the animal exhibits signs of rabies.~~

20 Section 3. Green Lake County Ordinance, Chapter 103, Animals, Section 103-9 C is  
21 amended to read.

22 Quarantine and enforcement. Quarantine and enforcement shall be under the  
23 direction of the Health Officer and/or ~~a trained individual~~ and the Green Lake County  
24 Sheriff's Department, using written protocols. Unusual cases will necessitate  
25 consultation with ~~the veterinary advisor~~ a veterinarian.

26 Section 3. Green Lake County Ordinance, Chapter 103, Animals, Section 103-11 is  
27 REPEALED

28 ~~§ 103-11 **Veterinarian.**~~  
29 ~~**A.** In this section, the term "animal" shall mean every warm-blooded creature, except~~  
30 ~~for human beings.~~

31 ~~**B.** A local veterinarian shall be designated the "public health advisor" for the Green~~  
32 ~~Lake County Rabies Control Program. The veterinarian shall be responsible for the~~  
33 ~~following:~~  
34 ~~— **(1)** Conducting an annual review of the Green Lake County Rabies Control~~  
35 ~~Program;~~  
36 ~~— **(2)** Making the final determination in all cases as to whether or not an animal~~  
37 ~~exhibits signs of rabies during quarantine;~~

38 — ~~(3)Overseeing the trained individuals and determining if said individuals are~~  
39 ~~accurately noting the signs of rabies;~~  
40 — ~~(4)Notifying the Health Officer of suspected rabies cases;~~  
41 — ~~(5)Consulting with the Health Officer and trained individuals' requests;~~  
42 — ~~(6)Reviewing the annual Rabies Control Program report prior to the report being~~  
43 ~~filed with WDATCP; and~~  
44 — ~~(7)Meeting quarterly with trained individuals to refresh observation skills and~~  
45 ~~evaluate performance of trained individuals.~~

46 ~~C. Any practicing veterinarian who is requested to be involved in the Rabies Control~~  
47 ~~Program by an officer is encouraged to cooperate in a professional capacity with the~~  
48 ~~Department, the Laboratory of Hygiene, the local Health Department, as defined by~~  
49 ~~§ 250.01(4),<sup>14</sup> the officer involved and, if the animal is suspected to have bitten a~~  
50 ~~person, the person's physician.~~

51 ~~D. Any changes made to the Green Lake County Animal Control Ordinance~~  
52 ~~designated veterinarian must be made with the Wisconsin Department of~~  
53 ~~Agriculture, Trade and Consumer Protection.~~

54 Section 4. Green Lake County Ordinance, Chapter 103, Animals, Section 103-12 is  
55 REPEALED.

56 ~~§ 103-12~~**Trained individuals.**

57 ~~This article adopts the provisions of § ATCP 13.03 of the Wisconsin Administrative~~  
58 ~~Code. (NOTE: A list of current Green Lake County trained individuals shall be on file~~  
59 ~~with the Green Lake County Department of Health & Human Services – Health Unit.)~~

60 Section 5. Green Lake County Ordinance, Chapter 103, Animals, Section 103-15 is  
61 REPEALED.

62 ~~§ 103-15. Local alternative rabies control program (Pursuant to Ch. ATCP 13).~~

63 ~~A. In this section, the term "animal" shall mean every warm-blooded creature, except~~  
64 ~~for human beings.~~

65 ~~B. The Local Alternative Rabies Control Program option shall be utilized only under~~  
66 ~~circumstances approved by the local Health Officer: circumstances of extreme financial~~  
67 ~~disparity, inability to transport an animal to a veterinarian for observation or other as~~  
68 ~~approved by the local Health Officer. This option is to ensure all animals which have~~  
69 ~~bitten, or are suspected of biting, a human receive at least a minimum of two~~  
70 ~~observations by a certified trained individual. The first observation shall be made within~~  
71 ~~24 hours of the incident and the second on the 10th day after the exposure. The~~  
72 ~~quarantine can only be released by the Health Officer. This program option shall be~~  
73 ~~used only in quarantines of currently vaccinated animals involved in or suspected of~~

74 being involved in a bite incident.

75 ~~C. Local Alternative Rabies Control Protocol pursuant to Ch. ATCP 13 guidelines.~~

76 ~~(1) Investigation of exposures. There shall be an investigation of all reported human or~~  
77 ~~animal exposures to a known or suspected rabid animal.~~

78 ~~(2) Recordkeeping. There shall be a recordkeeping system maintained which enables~~  
79 ~~tracking and follow-up on all reported human or animal exposure incidents by the~~  
80 ~~Administrator or assigned staff.~~

81 ~~(3) Quarantine requirement. There shall be quarantine requirements having conditions~~  
82 ~~equal to the conditions set forth in § 103-14 of this article except that this Local~~  
83 ~~Alternative Rabies Control Program requires two examinations of the quarantined~~  
84 ~~animal during a ten-day period and the observations be made by a trained individual.~~

85 ~~(4) Vaccination enforcement. There shall be enforcement of the rabies vaccination~~  
86 ~~requirement for dogs set forth in § 95.21(2), Wis. Stats.~~

87 ~~(5) Annual report. An annual report shall be prepared and filed with the Department of~~  
88 ~~Agriculture, Trade, and Consumer Protection no later than February 28, which report~~  
89 ~~covers the preceding calendar year. The report shall include:~~

90 ~~(a) Number of investigations.~~

91 ~~(b) Number of reported animal bites.~~

92 ~~(c) Number of quarantines issued.~~

93 ~~(d) Number of quarantine violations and enforcement actions taken.~~

94 ~~(e) Number of animals exhibiting negative signs of rabies during quarantine.~~

95 ~~(f) Number of animals exhibiting positive signs of rabies during quarantine.~~

96 ~~(g) Number of enforcement actions for violations of vaccination requirements.~~

97 ~~(h) Number of animals sacrificed for exhibiting signs of rabies or being suspected of~~  
98 ~~having rabies.~~

99 ~~(6) Veterinarian involvement. Veterinarian involvement in the overall administration of~~  
100 ~~the Local Alternative Rabies Control Program option requires designation of a~~  
101 ~~Wisconsin licensed veterinarian to have direct control over professional decisions~~  
102 ~~involving the practice of veterinary medicine as it relates to the program, including, but~~  
103 ~~not limited to:~~

104 ~~(a) Making final determination in questionable cases whether an animal is exhibiting~~  
105 ~~positive signs of rabies during the quarantine.~~

106 ~~(b) Ascertaining whether prospective trained individuals are capable of carefully~~  
107 ~~observing quarantined animals and accurately noting any exhibited signs.~~

108 ~~(c) Immediately notifying the Administrator of suspected rabies cases.~~

109 ~~(d) Consulting with Administrator and trained individuals on request.~~

110 ~~(e) Meeting quarterly with trained individuals to refresh observation skills and evaluate~~  
111 ~~performance of trained individuals.~~

112 ~~(f) Reviewing the annual Rabies Control Program report requirement prior to filing the~~  
113 ~~report with the Wisconsin Department of Agriculture, Trade, and Consumer Protection.~~

114 ~~D. The current designated veterinarian for Green Lake County shall be on file with the~~  
115 ~~County Department of Health and the WDATCP. The WDATCP will be notified of any~~  
116 ~~changes in the designated Veterinarian for Green Lake County.~~

117 Section 6. Green Lake County Ordinance, Chapter 103, Animals, Section 103-22 B. is  
118 amended to read:

119 B. Interference with officer. Law enforcement agency personnel are authorized to  
120 catch and impound animals at large, with such authorization to include the pursuit of  
121 animals upon non-animal-owner private property. It shall be a violation of this article  
122 to interfere with the Animal Control Officer, law enforcement officer, ~~trained~~  
123 ~~individual~~ or Green Lake County Department of Health & Human Services - Health  
124 Unit employee in the performance of his or her duties.

125 Section 7. Green Lake County Ordinance, Chapter 103, Animals, Section 103-26 is  
126 amended to read:

127 This article may be enforced by issuance of citations by the Green Lake County Sheriff's  
128 Office or the Green Lake County Health Officer ~~or trained Health Unit designee.~~

129 Section 3. This ordinance shall become effective upon passage and publication.

130 Section 4. The repeal and recreation of any section herein shall not have any effect on  
131 existing litigation and shall not operate as an abatement of any action or proceeding then  
132 pending or by virtue of the repealed sections.

**GREEN LAKE COUNTY**  
**DEPARTMENT OF HEALTH & HUMAN SERVICES**

**HEALTH & HUMAN SERVICES**

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December 2017 Monthly Report to the Health & Human Services Board

As always, we follow up on communicable diseases and in December, we investigated 4 cases of influenza, 3 of whom were hospitalized, 9 cases of chlamydia, 1 case each of Lyme Disease, E.Coli, Salmonella, and Hepatitis B. We continue to monitor one client for a latent TB infection and we distribute meds to her each month for a duration of nine months and monitor for compliance and side effects of the medication. We are on the 8<sup>th</sup> month of this regiment.

The state rolled out a new distribution system for their bulletins. There has been some confusion about this and some locals have not been added to listservs. As the Northeast Regional Representative for the State Local Operations Team, I have been asked to be part of a Quality Improvement team to work on improving the GovDelivery system. We have surveyed locals, evaluated flaws and have developed a guide on how to use the system. This has been an interesting process.

I was able to work with the Princeton Senior Citizen's Center to procure a grant from the Green Bay Packer's organization for \$7000 to increase handicap accessibility at the center. The center is currently reaching the 100 mark for membership so we want to help them as much as we can to increase access to activities at the senior center as this increased socialization reduces depression and improves mental health.

All staff members participated in the active shooter drill and we reviewed the procedure with others who use our facility such as the WIC staff. The drill seemed to go very well, although we only knew to respond by the intercom message as the "gun shots" were not heard in our area.

Tracy Soda did attend a tri-county Amish meeting and continues to improve relationships with Amish leaders. Fortunately, the three counties work very well together so we should have good continuity even though Tracy is retiring.

Several staff wrote for and received Preparedness Scholarships and will be attending trainings related to emergency preparedness. I received a scholarship to attend the National Preparedness Summit in Atlanta in April. The scholarship provides airfare, room, and registration fees. Other staff will attend our annual public health conference, which always has preparedness breakout sessions.

Melanie Simpkins continues to prepare us for accreditation. We had a training to review progress on the 12 Domains and continue to work towards meeting the standards set forth by the Public Health Accreditation Board (PHAB).

The Birth to 3 Program currently has 15 children who have services coordinated for them by Renee Peters. Renee also coordinates the Children's Community Options Program (COP) and is working with Kate Meyers to manage the Children's Long Term Support services. Many of the COP kids will be transitioned to the waiver program and she will help Kate with those children's plan of care.



Julia McCarroll presented a staff training on HIPAA (Health Insurance Portability and Accountability Act) to assure that all staff are current on the newest changes to that law. Julia has also taken on a much more active role in communicable disease follow-up with Tracy leaving. She will be returning to full-time status January 3<sup>rd</sup> after being part-time due to maternity leave.

I wrote for and was awarded \$7300 in grant funding for opioid prevention activities. We will be tying these activities into our Community Health Improvement Plan (CHIP). This will include working with the sheriff's department to do educational sessions for the community, community Narcan training and providing lock boxes for those who have opioids in their home due to chronic pain or other health issues. We will be using the State "Dose of Reality" campaign for this project. We did have a student along with Tracy Soda and Coroner, Amanda Thoma provide an inservice on this topic in December. The teachers found it to be very informative and felt it was very helpful. Some teachers stated they had been told that there was not a drug problem in Princeton and the presenters shared facts to assure them that it is everywhere and they needed to be aware of signs and symptoms of addicted kids.

Finally, we did say good-bye to Tracy Soda after 24 years of services. Tracy received a plaque from not only Green Lake County, but also from the WI State Division of Health for all the work she has done to improve the health of the citizens of Green Lake County.



***Harley Reabe and Cathy Schmit present Tracy Soda with a plaque for 24 years of service at the December County Board meeting.***

Respectfully Submitted by,  
Kathryn S. Munsey, Health Officer

January 4, 2018

**Environmental Health**  
**Green Lake County**  
**December 2017**

Animal Bites: # of investigations – 3 – ( 3 dog/human)  
Reported Animal Bites – 3  
Animal Quarantines for Animal v. Human Exposures – 3  
Animal Quarantines for Animal v. Animal Exposures – 0  
Quarantine Violations and Enforcement Actions Taken – 0  
Animals Exhibiting Positive Signs of Rabies During Quarantine – 0  
Animals Exhibiting Negative Signs of Rabies During Quarantine – 3  
Enforcement Actions Taken for Violations of Vaccination Requirements – 0  
Animals Sacrificed for Exhibiting Symptoms of Rabies or Being Rabies Suspects- 0

Well Water: 4 kits distributed.

Lead: None.

Sewage: None.

Solid Waste: None.

Radon: 1 kit distributed

Housing: A Berlin house continues to have a placard, however the owner of the property is continuing to make progress in cleaning and following issued orders.

A Berlin home was inspected and placarded on 12.19.2017. Abatement orders were sent certified mail and are due 01.31.2018. A second visit was done on 12.27.2017 after it was discovered that the heat in the home was not working and also that the owner had been staying in the property after allowed hours and had to be told to leave by police. The owner stated that orders had been received and that no one was staying in the house outside of allowed times. Agent is working closely with the Berlin Police Department and Berlin Community Development Coordinator to ensure owner is complying with orders. Case is ongoing.

A complaint regarding a rental property in Princeton was referred to the City of Princeton administrator. The administrator sent a letter the property owner and is awaiting a response.

On 12.18.2017 a site visit was conducted at an apartment unit in Berlin. The tenant has been complaining of fleas in the apartment and hallways. Upon investigation no fleas were found and in talking with the property manager it was determined that the apartment has been properly cleaned and insecticide has been used to resolve the issue.

Vector: None

Asbestos: None.

Food/Water Illness: None

Abandoned Bldgs: None

Other: A complaint regarding a city of Princeton business was investigated on 12.06.2017. Photos and concerns were forwarded on to the City of Princeton administrator. The administrator sent a letter to the owner of the facility requesting that repairs be made to the building. Case is ongoing.

Agent : 13 routine inspections completed. 1 inspection completed for a facility that is opening in spring 2018.

Agent, DSPS, and a building inspector are still working with a facility operator on an on-going problem with the ventilation hood and fire suppression system. The operator is currently awaiting orders from the building inspector. Operator was instructed to provide orders to the agent once they are received and to contact the agent once orders are completed.

Agent participated in the active shooter drill on 12.07.2017.

The monthly Environmental Health meeting took place on 12.20.17. A careful examination of the Tri-County's re-inspection policy occurred and after much discussion it was determined that changes should be made to the policy. More discussion and details regarding changes will take place at the next EH meeting scheduled for 01.24.2018.

Completed 12 online pool training modules that are required before taking the Certified Pool Operator course. CPO course will be taken in 2018.

Preparation for Radon Awareness month has started. Tri-County agents will be giving informational grocery bag stuffers to local stores as well as creating informational posters. Residents will be given a 'free radon test kit' coupon to redeem at their local health department. Advertisements will also be aired on local radio stations.

**GREEN LAKE COUNTY**  
**DEPARTMENT OF HEALTH & HUMAN SERVICES**

**HEALTH & HUMAN SERVICES**

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**January 1<sup>st</sup> -February 5<sup>th</sup> 2018 Monthly Report to the Health & Human Services Board**

- Received \$19,484 grant from WCA Group Health Trust (GHT) to continue the Employee Wellness Program. We are very grateful for the ongoing support from GHT.
- Provided health screens and TB risk assessment testing to employees of our sheriff's department as well as local law enforcement members during their annual Defensive Training Program.
- Julia McCarroll provided input to Berlin and Princeton School Districts as a member of their Wellness Coalitions. Julia is now a wellness member at both schools and we will continue to work with them to improve the health of our children.
- Julia provided a training to residents of Edgewater Apartments on good handwashing and preventing the spread of disease. This was requested by the apartment manager in an attempt to reduce the spread of flu and disease.
- All health unit staff completed the annual respiratory fit-testing which is required since we do follow up on communicable diseases such as TB and pertussis and a mask is required during investigations. Annual fit-testing is a policy requirement.
- We did have a hoarding house situation, which resulted in a child neglect charge. The case went to a jury trial and I had to testify and explain why I placarded the house as unfit for human habitation and why I thought it constituted neglect. The individual was found guilty of neglect.
- I participated in the annual Community Infection Control Risk Assessment with Theda Care Berlin staff. We annually evaluate risks of communicable diseases in the community and action plans are developed to reduce the incidence.
- The Health Unit has joined the Dementia Coalition since we have a large aging population in our county and our Community Health Improvement Plan (CHIP) identified chronic diseases as a priority. We would like to eventually become a "Dementia-Friendly" community. This is a long-term goal as we need to educate businesses, and many community partners on how to handle people with dementia in a kind and compassionate manner.
- We provided an educational booth on safe sleep at the annual Clay Lamberton Wellness Night.
- Due to issues with the municipal well in Dalton, we held a community meeting on February 5<sup>th</sup> to educate community members on options for safe water. Currently over 30 people share one well and there is no back-up source so the Sanitary District had to come up with options. We had over 60 people attend the meeting and had a very positive response. Grant information was provided for individuals to assist with private well drilling also. (See attached agenda)

Respectfully Submitted by,  
Kathryn S. Munsey, Health Officer

February 7, 2018

**Dalton Community Drinking Water Open House**  
**February 5, 2018, 5:30-7:00 pm at Town Hall**

- I. Welcome – Kathy Munsey, Green Lake County Health Officer
  - a. Introductions
  - b. Purpose of meeting
  - c. Agenda
- II. Presentations (10 minutes each)
  - a. Department of Natural Resources (DNR) – Cathy Wunderlich
    - i. Agency authority and roles
    - ii. Condition of the Dalton SD public water system and necessary improvements
    - iii. New private well water quality test results
    - iv. Private well casing depth recommendation
  - b. Public Service Commission (PSC) – Steve Kemna
    - i. Agency authority and roles
    - ii. Dalton SD public water system rates pre- and post- improvements
    - iii. Status and timeline of potential dissolving of the Dalton Sanitary District (SD) public water system
  - c. Department of Health Services (DHS) – Sarah Yang
    - i. Agency authority and roles
    - ii. Public health concerns of common contaminants: nitrate, bacteria, arsenic
  - d. UW Stevens Point Extension Office – Kevin Masarik
    - i. Authority and roles
    - ii. Tests to consider
    - iii. Homeowners responsibility
    - iv. Treatment options
  - e. Dalton Sanitary District – Janel Nickel
    - i. Status update
    - ii. Funding options
- III. Open House
  - a. Agencies are available for more detailed discussion on any of the above items or additional questions

**Environmental Health**  
**Green Lake County**  
**JANUARY 2018**

- Animal Bites: # of investigations – 1 (1 dog/human)  
Reported Animal Bites –  
Animal Quarantines for Animal v. Human Exposures – 1  
Animal Quarantines for Animal v. Animal Exposures – 0  
Quarantine Violations and Enforcement Actions Taken – 0  
Animals Exhibiting Positive Signs of Rabies During Quarantine – 0  
Animals Exhibiting Negative Signs of Rabies During Quarantine – 1  
Enforcement Actions Taken for Violations of Vaccination Requirements – 0  
Animals Sacrificed for Exhibiting Symptoms of Rabies or Being Rabies Suspects- 0
- Well Water: 1 well water test kit distributed.
- Received a call from the State Dept of Health regarding the Dalton Sanitary District being dissolved. According to the County Board Supervisor, there are so few residents and the cost to replace the existing system is too high. Residents voted twice to go back to private wells. This presents many issues for the Dalton residents as nitrates are high in the area and the cost to drill wells is also high. This situation is ongoing.
- Lead: None.
- Sewage: None.
- Solid Waste: None.
- Radon: 25 test kits distributed
- Housing: Complaint regarding an apartment building in Berlin. The caller stated that a resident allows their dog to urinate inside of the apartment. Caller also stated that the resident is extremely messy. Caller was told to write a letter to the manager of the apartment building explaining concerns and specific information and to send a copy of this letter to the Health Dept. K. Munsey attempted to contact the apartment manager with no success. Ongoing.
- A concerned neighbor called the Green Lake PD regarding a home in Green Lake. The home was said to be without heat, running water, or electricity. After contacting the home owner, it was determined that the owner is using a generator and heaters to heat the home. The owner of the home has not been cooperative in allowing the PD or Health Department on to the property. Ongoing.
- An individual called regarding the safety of an apartment building in Princeton. The handicapped door does not open automatically and they are concerned that in the event of a fire some residents may not be able to get out of the building. It was suggested that a letter be addressed to the property manager and if this does not correct the problem a building inspector may need to investigate the building.

Abatement orders were due 01.31.18 for a placarded house in Berlin. The home will be checked on in the coming days.

Orders are coming due for a property in Dalton. At a November status hearing, the property owner requested a letter be sent detailing items that must be removed from the property. This letter was sent to the property owner the following day. The letter requested that the property owner contact the Health Dept. once all items were removed from the property so an inspection could take place and compliance could be determined. As of 2.1.18 the property owner has not yet contacted the Health Dept. If orders are not met by the scheduled status hearing on 2.5.18 the matter will go to trial on 3.7.18.

The new owner of placarded house in Berlin continues to make improvements to the property. The City of Berlin has been pleased with the progress and has granted an extension on the orders.

Vector: None.

Asbestos: None.

Food/Water Illness: None

Abandoned Bldgs: None

Other:

Agent 15 inspections completed.

January is radon awareness month. An article about radon was published in the Berlin Journal and an informative commercial broadcast was made on AM 1100 WISS. Additionally, flyers, test kit coupons, and brochures were distributed to local business to encourage residents to test their homes for radon.

Participated in a Radon webinar and Body Art + Environmental Health webinar, both on 01.18.18.

Attended DATCP campground training on 01.16.18 and DATCP rec. ed camp training on 01.17.18.

A letter was sent to a county resident that currently has over 5 adult dogs. The letter informed the resident that they must obtain a kennel license in order to keep over 5 adult dogs. Case is ongoing.

A Waushara County Strategic Plan meeting was held on 01.05.18 and the monthly EH meeting was held on 01.24.18.

A telephone conference was held on 01.11.18 regarding the Dalton sanitary district being dissolved. Participating on the call was: A. McCormick, K. Munsey, M. Robl, J. Jerome, S. Yang (DHS), R. Irving (DHS), and C. Wunderlich (WDNR). It was determined that a town hall meeting should take place to educate and inform Dalton residents about well water safety, testing options, and grants/funding that may be available to them. Another telephone call took place on 01.23.18 to prepare for the upcoming town hall meeting. The town hall meeting is set to take place on the evening of 02.05.18.

It has previously been determined that the Tri-County re-inspection policy should be updated. A meeting between the Tri-County Program Manager and the Waushara County Corporation Counsel was held this month to discuss different options for the updated policy. More to come on this.

It has been determined that Tri-County EH will no longer conduct yearly kennel inspections on licensed facilities. A pre-inspection will be done for newly licensed kennels, inspections after that will be conducted only if there is a complaint or concern regarding the kennel. An annual newsletter or correspondence will be mailed to kennel operators reminding them of ordinances, rules and any new information that may be relevant to their facility.