

**BOARD OF HEALTH  
June 3<sup>rd</sup>, 2025**

Board chairperson, Judi Nigbor called the Board of Health meeting to order at 9am. The following members were present. Judi Nigbor, Dave Benson, Dr. William Franks, Gary Sorenson, Mike Raddatz, Kathleen McGwin, Barb Jordan, and Jan Mink. Also, present were Jayme Sopha, Health Officer/Director, Ron Barger, County Administrator, Dan Buchholz, Director MIS, Melissa Hodges, Public Health Technician, and Carlota Balaguer, AHEC Intern.

Members Absent:

Motion by Mike Raddatz, seconded by Dave Benson to approve the agenda as posted and handed out.  
Motion carried.

No additions or corrections to the minutes of May 6<sup>th</sup>, 2025, Board of Health meeting. The minutes will be filed.

**CITIZEN COMMENTS**

None.

**ENVIRONMENTAL HEALTH****COUNTY CONCERNS**

A written report for the month of May was presented by Jayme Sopha. The month of May included the following contacts: 0 contacts-rabies program, 0 well water tests, 3 kennel contacts, and 0 lead contacts. 26 housing contacts regarding sewer gas smell, sink holes in yard and plumbing that require repairs.

**AGENT STATUS PROGRAM UPDATE**

The month of May included 5 Marquette County inspections, and 4 pre inspections. There were 3 Waushara County inspections, and 0 Green Lake County inspections. 1 event was attended.

**REHA PROGRAM TRANSITION**

Jayme stated that Jessicas first day officially was June 2<sup>nd</sup>. Renewals have gone out, and because of this we have been receiving more mail than usual. There were some issues with the State Database, but otherwise, it's been going smoothly. For this program we were transitioning three positions which had been employed by Waushara County to Marquette County which includes Jessica as the program manager. We have an accepted offer from another qualified inspector and that start date is set for June 30<sup>th</sup>. In the next couple of months when I can get a firm understanding of all the revenue sources of this new program, we will be able to present a plan for onboarding the third position in this program.

**OLD BUSINESS**

## HEALTH EDUCATOR DISCUSSION

Jayne discussed that heading into budget season for 2026, wanted to bring up the discussion about the Health Educator. The Health Educator we had left during the time of making cuts and that involved this position becoming unfunded. It has been about 2 years since then and we have absorbed what we can throughout the department and cut programs that we couldn't absorb. Jayne went on to explain the things that the Health Educator did and helped with. Even though it has been a few years the Health Department is still feeling the effects of not having this position.

Discussion followed.

## RECEPTION UPDATE

Jayne shared a graph illustrating the number of hours dedicated to handling various reception duties for Human Services that we absorbed. The hours have been consistent at just under 45 hours per month.

## NEW BUSINESS

### VACCINE COOLER UPDATE

Jayne discussed that at the last meeting some may have noticed the beeping noise, Mel leaving to check on it and staff running around handling it. That was our vaccine cooler dying. It has put us in a position where we need to replace it now. We got quotes from different vendors, costs have doubled since the last time we purchased one, but the company we ordered from was running a special and we got almost 40% off our final total. We used our emergency preparedness and federal immunization grants to purchase the new vaccine cooler, so it will have a zero-dollar impact on our tax levy. Our vaccines are safely being stored in surrounding Health Departments that we have MOUs with. If someone calls and would like a vaccine, we schedule it and then whoever lives closest to the Health Department that the vaccine is being stored at will pick it up on their way into the office and take it back on their way home. We have portable coolers that can hold the vaccines at the proper temperature for over 24 hours, so we can continue to keep our inventory safe.

## BUDGET

BUDGET REPORT FROM ADMINISTRATION – Budget Report from Administration through the month of March was presented to the Board of Health members to review. No concerns.

REVIEW DEPARTMENT BILLS – A voucher of expenses for the month of May 2025, was provided for the Board of Health members to review.

## UPCOMING EVENTS / ISSUES (FOR DISCUSSION ONLY)

## ADJOURN

Meeting adjourned by chairperson, Judi Nigbor at 10:11am

Next Board of Health Meeting:  
Tuesday July 1<sup>st</sup>, 2025 @ 9:00am

Minutes submitted by Melissa Hodges