

**WISCONSIN STATE LABORATORY OF HYGIENE BOARD MEETING**  
**Wisconsin State Laboratory of Hygiene – Board Room**  
**2601 Agriculture Drive, Madison, Wisconsin**  
**November 18, 2008 –1:00 p.m. – 4:00 p.m.**

**APPROVED MINUTES**  
**August 19, 2008**

**MEMBERS PRESENT:** Mr. Dave Taylor (Chair), Mr. John Stanley, Dr. Charles Brokopp, Mr. George Million (via conference call), Dr. Bernard Poeschel, Mr. Michael Ricker (via conference call), Mr. Jack Sullivan, Ms. Susan Buroker, Mr. Chuck Warzecha

**MEMBERS ABSENT:** Mr. Bob Bagley, Mr. Michael Russell, Mr. Darrell Bazzell (Vice-Chair), Mr. Tom Sieger

**WSLH STAFF PRESENT:** Mr. John Chapin, Ms. Barbara Hensen, Mr. Steve Marshall, Mr. Mark Buechner, Mr. Dave Degenhardt

**DNR STAFF PRESENT:** Mr. Ron Arneson

**The meeting was called to order at 11:07 a.m. by Chairperson David Taylor.**

Mr. Taylor introduced Mr. George Million and Mr. Mike Ricker who attended the meeting via conference call.

**ITEM #1: APPROVAL OF MINUTES**

**Motion: Approve the minutes of the June 17, 2008 Board Meeting as submitted.**

**Motion by: Mr. Jack Sullivan      Seconded by: Dr. Bud Poeschel**

**Motion passed on voice vote. (016:0808)**

**ITEM #2: REORGANIZATION OF THE AGENDA**

Dr. Brokopp requests Item #8 Enterprise Business Process Update be moved to follow Item #4 Scientific Presentation.

**ITEM #3: PUBLIC APPEARANCES**

None.

**ITEM #4: SCIENTIFIC PRESENTATION**

**A) La Crosse Public Health Department Overview**

**B) WSLH Support of Local Public Health**

**C) La Crosse Public Health Laboratory Tour**

Dr. Brokopp thanked Mr. Doug Morman, La Crosse County Public Health Officer, for the opportunity of letting the WSLH Board visit the La Crosse County Health Department, hosting the WSLH Board meeting and providing a tour of the La Crosse laboratory and health department. Dr. Brokopp reminded the Board that a lot of the work done at the WSLH is in support of our partners in the Division of Public Health and Local Health Departments. The meeting's focus will be to become more familiar with the local public health structure, both in La Crosse and around the state and update the Board on activities WSLH does to support local public health departments.

Mr. Morman presented the Board with a handout which included the Health and Human Services organizational chart. Departments included in the La Crosse agency are: Environmental Health, Vector Control, Health Education, Public Health Nurse, Nutrition Manager, and office support. As an example of the work done at the La Crosse agency, Mr. Morman informed the Board that within the last week the laboratory had identified a new breed of mosquito that is Japanese in origin and was first identified in Wisconsin in Ft. McCoy 18 months ago and has now been found in La Crosse.

The La Crosse County Health Department laboratory offers testing, interpretation and referral for many environmental and human health problems. The primary mission is to proactively protect the public by understanding and monitoring those factors that influence the health of the community. The La Crosse County Health department works closely with the State Laboratory of Hygiene through their participation in the Wisconsin clinical laboratory network.

The laboratory conducts a variety of testing including landfill monitoring analyses, testing for bacteria in public and private water, nitrate in private water, and QA lab certification and drug testing, which the lab began in 2007.

The 2007 Health Department Budget showed a county tax levy of \$1.7M; total outside revenues of \$2.9M; expenses of \$4.5M leaving a balance of \$165K.

Dr. Brokopp outlined for the Board some of the ways the WSLH partners with local health departments. They include support for DHS and DNR programs, laboratory networks, and support for local public health. WSLH also offers laboratory support for coroners and medical examiners (toxicology services such as blood alcohol, illegal or prescription drugs); law enforcement, planned parenthood, family planning, and health care practitioners. The laboratory provides for HPV and cytology, rabies testing, parasitology, and blood lead testing to name just a few. The laboratory supports local disease investigations, emergency response, laboratory training, laboratory backup capacity and proficiency testing materials.

Dr. Brokopp responded to a question about the support the WSLH provides at no cost. Dr. Brokopp stated that support is often provided at no cost. However, the WSLH may be able to recover some costs associated with our support to local health agencies during the flooding through FEMA. The Department of Public Health also provided support by using a portion of the basic agreement allotment for water testing. However, the major focus during an emergency is providing support for those local health departments that need it.

At 11:40 a.m. the Board broke for a tour of the La Crosse County Health Department laboratory and lunch. The Board meeting reconvened at 12:30 p.m.

#### **ITEM # 8: ENTERPRISE BUSINESS PROCESS (EBP) UPDATE**

Mr. Steve Marshall reminded the Board that the EBP project was a priority of the Director's Office and will be included in the WSLH strategic plan. The project includes a review of current processes (testing and non-testing) to determine where processes can be made uniform across the lab, gain efficiencies in our business processes, and acquire updated information systems. The expected outcomes are fewer IT systems, standardized processes and procedures, better communication between divisions, technology that meets current business needs, and increased access to data. The project involves five phases. The first phase involving business needs has been completed. The project team is currently working on business requirements. Phase 3 involves system specifications and Phase 4 will include procurement/acquisition of one or more IT systems. Phase 5 will address ongoing maintenance.

In Phase 1 the team identified all enterprise business processes, standardized critical terminology and established a core team. The EBP matrix lists approximately 150 processes with 50 key processes being reviewed.

Phase 2 is expected to be completed in September, 2008. This phase is being conducted by the core team and will document current business rules, procedures, and processes that must be supported by enterprise

technology. It will also include documentation tools and will propose common, lab-wide processes where appropriate. Phase 2 also includes subject matter experts (SMEs) whose role includes the “doers” or “owners” of the processes, and review core team products for accuracy. Next steps involve posting material for all staff comments, receiving external feedback from our customers, agencies and other state public health laboratories. We are also putting out a Request for Information (RFI) to obtain information on what IT systems we could look at in the future. Steve sees the main problem will be the differences between the clinical and environmental sides of our laboratory. Although there are many IT options, we will look for a system that covers the entire laboratory.

Mr. Sullivan stated he liked what he has seen and thinks this approach will help the laboratory. He fully supports these efforts.

**ITEM #5: FISCAL YEAR 2008 CLOSEOUT REPORT**

Chief Financial Officer Mark Buechner presented the FY2008 closeout report.

Mark indicated that we had budgeted a loss for the year of \$1.6M. At the end of the year, the loss was only \$1.4M leaving us with a \$200K favorable variance on the bottom line. Revenues are \$39M or 2.4% over what we had budgeted. Agency revenues were up over what was budgeted by \$488K; and grant revenues were up by \$300K or 5.1%.

Direct salaries were under budget by \$455,263, while fringe benefits were over budget by \$4,815. Supplies and services were over budget by \$1M due to some new programs, increases in repairs and maintenance, travel/training, publications, postage/delivery and minor equipment related costs. Total expenses are over budget by \$714,045.

The comparative income statement shows total revenues are up \$1,708,045 (4.57%) over the same period last year. Expenses were up \$2,254,805 (5.9%).

The comparative balance sheet shows current assets have gone down from \$9.5M to \$8.6M during FY08. The deficit was funded by a reduction of some of the current assets, most notably our accounts receivable are down, which is a good thing. This means we have collected monies owed us. We also invested an additional \$200K into our fixed assets in terms of net building and equipment. Total liabilities increased by \$436K. The operating contingency requirement is maintained at \$2.1M and the current liabilities are \$2.7M. The total equity at the end of the year is approximately \$10M.

We have working capital over and above the contingency reserve of \$641K at the end of FY08. This is actual money we have to work with and stay within our working capital requirement. This number is slightly more than the budgeted deficit of \$600,000 for fiscal year 2009.

In summary:

- The laboratory finished with a favorable variance of \$197,939
- Revenues increased 4.6%
- Expenses increases 5.9%
- Added \$230,000 net fixed assets
- Maintained unrestricted working capital of \$641,790

**ITEM #6: FY 2009-2011 BIENNIAL BUDGET APPROVAL**  
**A. Decision Item Narratives (DINS)**

At the June 17, 2008 Board meeting, members approved WSLH moving forward with two Decision Item Narratives. Dr. Brokopp reviewed the detail with Board members and asked for any input from the Board. The DINS will be forwarded to the University where they will be rolled into the budget going to the Department of Administration and Governor’s Office.

The proposed DINS involve services provided by the toxicology and clinical microbiology laboratories.

#1) Involves modernization of forensic testing equipment and methods for implied consent alcohol and drug testing to improve sample turnaround time. WSLH will be asking for the acquisition of a liquid chromatograph dual mass spectrometer (LC-MS/MS). The equipment can be leased for \$55,000 per year. Consumable supplies and training and 1.5 FTE bachelor-degreed analytical chemists with salary and fringe = \$102,300 per year; raise the total cost of the DIN to \$262,300 annually. The LC-MS/MS will allow the WSLH to test for legal and prescription drugs. The laboratory recently learned we may be able to obtain Department of Transportation funding that may allow us to outright purchase the LC-MS/MS. If this comes through we would go back and modify the DIN request by deleting the equipment request. The overall funding plan for the FTE is to tap into the Driver Improvement fund which is a fund based on the fines levied against individuals who are convicted of OWI in Wisconsin. However, there is a question as to whether there is adequate money in the fund to cover this request. If the funding is not there, the laboratory will have to modify the request.

#2) Microbiological testing support for Wisconsin's coroners and medical examiners will allow WSLH to assist in assuring that the resources needed by local coroners and medical examiners are there to fulfill their public health responsibilities, microbiological testing of specimens that are involved in their investigations and are equally available in every part of the state. WSLH will work with coroners and medical examiners to set up a system of collecting specimens and submitting those specimens to the laboratory where appropriate microbiological testing can be performed on either tissues or body fluids. Dr. Brokopp reminded the Board this was a general fund request and available funds are very limited. However, he feels it is important to go forward with the request and let the University, Department of Administration and the Legislature know that this is a significant unmet need.

The request includes 1.5 FTE microbiologists at \$102,000 per year; consumable supplies would come to \$25,400 per year for a total of \$151,200 per year. This includes some laboratory testing in Communicable Disease Division and .75 FTE who would actually be working with the medical examiners and coroners in setting up the sample collection system.

The question was asked if the LC-MS/MS would be solely dedicated for forensic toxicology or would it have dual use. Dr. Brokopp explained this piece of equipment would more than likely be dedicated to the drug testing program. Dr. Brokopp also responded he felt this piece of equipment would be operating  $\frac{3}{4}$  of the time providing drug assays. The current turnaround time of 30-60 days is unacceptable in many cases.

Mr. Stanley commented that the coroners and medical examiners would support both of the DINS through the budget process. The DINS were discussed and unanimously supported by the association at the annual coroners and medical examiners meeting in June. They are also seeking support from their partners, Wisconsin District Attorney Association and Wisconsin Chiefs of Police Association and Badger State Sheriff and Deputy Sheriff Association and the Wisconsin Funeral Directors Association.

Mr. Sullivan asked if there were other creative ways to fund the coroners and medical examiners. Mr. Stanley did not know of other ways to fund these two specific DINS. The coroners and medical examiners association have looked at other sources of funding such as a part of the death certificate money fee going to the association. Mr. Stanley recognizes GPR will probably not work in this instance.

Motion to approve and move forward with DINS as written by Mr. Million. Seconded by Mr. Chuck Warzecha. Motion passed on voice vote with Mr. Sullivan and Dr. Poeschel abstaining. **(017:0808)**

#### **ITEM #7: 2009-2011 DRAFT STRATEGIC PLAN – GOALS AND STRATEGIES**

Mr. Chapin presented this item to the Board. Mr. Chapin was not looking for formal approval of the strategies but wished to discuss them with the Board so the laboratory could move forward with the plan.

The laboratory sent a customer survey to our agency partners, DHS and DNR, completed a customer Web survey and are now are at the point of defining a draft set of strategies. At the November meeting we will present to the Board a full set of strategies. Mr. Chapin is looking to the Board for discussion and recommendations on how to improve the plan so he can come back in November for final approval.

Mr. Chapin stated the comments received from agency partners and customers were very scattered. There was praise, telling us what a wonderful job the laboratory does, to condemnation, but most were such specific comments on what we have been working on, that we treated them more as operational insight. Copies of the survey results were given to our managers for their information and review. We did not change the basic high level goals or strategies based on the comments because they were mainly operational or philosophical. They did not give us a clear direction on changing strategies or goals. Mr. Sullivan requested a copy of the DNR survey results.

Mr. Chapin pointed out we have key goals and supporting goals.

The key goals are:

- ◆ Goal 1 – Business Process Improvement
- ◆ Goal 2 – Laboratory Excellence
- ◆ Goal 3 – Financial Viability

The concept of key goals is goals that will drive the laboratory forward.

**Goal #1:** By June 2014 the WSLH will have identified, standardized and unified WSLH-wide business processes and have implemented supporting business procedures, policy and technology in order to efficiently carry out our enterprise mission. The focus of this goal is to reduce silos and standardize business processes.

Strategy 1.1: Enterprise Business Process

Strategy 1.2: Process Improvement Study

Strategy 1.3: Enterprise Business Process Recommendations Implemented

Strategy 1.4: LIMS/Billing Support Modernization Procurement/Partnerships

Dr. Brokopp has been very clear that the laboratory is not yet sure if we will buy a new LIMS system, whether it will be 2 or 3 systems, or whether we will go into a partnership with a software company to build a system or modify things we already have in-house. The intent was to not make the strategies so “narrow” that prevent us from taking tactical alternatives and changes. The enterprise processes will be defined, process improvements will be put into place by having staff change their business process so the laboratory has a unified set of processes and then get LIMS systems that support the re-engineered processes. The laboratory will not first go out and purchase new software, but we will fix our processes.

**Goal #2:** By June 2014 the WSLH will have secured an enterprise position of laboratory excellence with leadership within the state and national public health laboratory community and scientific partnerships within the UW-Madison. The focus of this goal is leadership and scientific partnership. Dr. Brokopp is moving forward with this goal by his efforts of bringing the WSLH to the attention of more campus departments and research venues.

Strategy 2.1: Laboratory Facilities – New Clinical Facility for Henry Mall Replacement

Strategy 2.2: Broaden Collaborative Role with UW-Madison as a Core Laboratory in support of Translational Research

Mr. Chapin explained there were two crucial things about this goal. One is determining how WSLH can be excellent if the Henry Mall building needs major renovations. Dr. Brokopp has been working with DATCP and DOA in the creation of a plan for a co-located building. The other item is making the WSLH a core laboratory for UW-Madison.

**Goal #3:** By June 2014 ensure the financial viability of WSLH by generating sufficient annual net revenue in order to sustain and grow the physical, technological and human capital of the lab required for our mission and to attain Board-determined reserve requirements.

Strategy 3.1: Strategic marketing and customer service

Strategy 3.2: Augmentation of Public Funding for Support of WSLH Mission

Strategy 3.3: Development of New Lines of Business for Support of WSLH Mission

Mr. Chapin hopes that this goal is not misinterpreted by our private sector business partners. The laboratory needs to reach out and do a better marketing and customer service approach. Mr. Chapin emphasized this would not be done in a competitive advertising framework, but in an information format so our customers and partners know what the laboratory is about and does. This is strategy 3.1.

Mr. Chapin reminded the Board that traditional sources of revenue are changing. The WSLH needs to look at our traditional public funding support and ask ourselves if we are spending it on the right things. Are there other joint augmented dollars that we can go for such as EPA and CDC grants. The laboratory must find new ways to support our activities. Strategy 3.2 is about limited public funds and being smarter in using the funds we have and how we augment the ones that are going away.

Mr. Chapin went on to explain that it is crucial that Board members understand 3.3. The laboratory wants to make sure there is no misunderstanding by our private sector partners in that the WSLH is not trying to take their business. This strategy is about developing new lines of business for the support of the WSLH. This strategy is about filling the developing market niches for high-end technology in areas such as molecular biology and sophisticated environmental testing. The goal is to develop products that researchers at universities and research institutes want testing for, also to be exploratory and not be afraid to venture into new areas

The supporting goals are:

- ◆ Goal 4 - Workforce Development
- ◆ Goal 5 – Informatics

The concept of Support Goals is what drives the three main goals.

**Goal #4:** By June 2014 WSLH will have implemented an internal workforce development plan to ensure continued laboratory workforce excellence and leadership success.

Strategy 4.1: Enterprise Process Review across WSLH for Internal Staff Development

Strategy 4.2: WSLH-wide Succession Planning through Organizational and Leadership Realignment

Strategy 4.3: WSLH External Partnership Development to assist in WI Laboratorian Workforce Development

Strategy 4.4: Commitment to UW-Madison teaching and training mission in support of state, national and international laboratory workforce development

Mr. Chapin pointed out the laboratory is taking an integrated enterprise process approach to our human relations and staff development.

Strategy 4.2 looks at the future structure of the organization and who will be here in five years, putting two-deep leadership in place and is the organizational structure in line with what we need to do. Strategy 4.3 deals with partnerships to help in laboratory workforce development as we do not have the resources to do it alone. Strategy 4.4 supports the laboratory's commitment to the university.

Mr. Taylor stated his organization just completed their strategic plan process and have a goal similar to Goal #4. At the Madison Sewerage District they have a tendency to promote from within. Part of their program includes "soft skills", these are skills outside of technical skills that all upper management needs to have and know. He asked Mr. Chapin to explain if the WSLH Strategic Plan has a soft skill component. John explained

that in his division he has in place, staff two-deep in each managerial position. In some cases executive training plans are developed for up and coming staff who show great potential.

Goal #5: By 2013 WSLH will have developed an integrated IT infrastructure for the central support of WSLH labs and common business processes with 21<sup>st</sup> century technology.

Strategy 5.1: Place IT tools and applications into the hands of WSLH staff

Strategy 5.2: Establish effective electronic laboratory data transfers

Strategy 5.3: LIMS System Replacement and/or Enhancement

Strategy 5.4: E-Business Infrastructure

Mr. Chapin pointed out that strategy 5.1 was directed by Dr. Brokopp so that staff can use the tools that are available to them. Mr. Chapin stated he feels 5.2 is the heart of what we are trying to do. 5.3 is directly related to the EBP process and lastly in order to market new products to new customers the laboratory must be able to do e-business.

Mr. Chapin reported the next steps in this process include:

- ◆ Establish Board comfort with strategies
- ◆ Presentation to UW colleagues
- ◆ WSLH management defines tactics for strategies
- ◆ Return to Board in November with defined goals, strategies and tactics
- ◆ Presentation to Board in November of summary of 2004-2009 Strategic Plan
- ◆ February 2009 – Adoption of 2009-2014 Plan

Mr. Chapin then asked Board members to focus on the strategies and think about whether they are practical. Dr. Brokopp wants this plan to be fully operational with strategies that are understandable by the Board. The intent of the plan is to have strategies that drive the budget, drive issues that are brought to the Board, and drive our workplace process improvement and recruitment. Board members were asked to contact Mr. Chapin or Dr. Brokopp with any comments they may have.

Mr. Taylor pointed out an important piece of the plan is the metrics and how will it be measured. As a Board member, he would like to know what the metrics were and a periodic reporting of how the laboratory is doing.

Mr. Chapin responded that the plan is being developed so that it is practical and can be evaluated based on the attainment of the strategies and tactics. The expectation is that the strategies and tactics will be measurable enough so that we can report to the Board, without creating mirror measures, that we are making progress. The focus on each goal is what can be accomplished in a year and then the tactics will be specific so they can be used for plan evaluation purposes. We will build matrixes in the tactics so that success and failure evaluations are built in.

Mr. Sullivan thinks the strategies are excellent and wonders about the Wisconsin laboratory system and who is responsible for it. He believes there is some efficiency to be gained. He cited the example of the chronic waste crisis of several years back and how the WSLH transferred their bar code technology to the vet diagnostic laboratory and increased productivity and tracking ability. It was just a matter of two laboratory directors getting together and talking. It increased DNR's efficiency greatly.

Mr. Chapin responded that the laboratory made a conscience decision not to repeat Goal 1 of the current strategic plan, laboratory networking, because it is no longer a question of building, but a question of maintaining, sustaining and dialog. There is a clinical laboratory and emergency environmental response network in place now. The belief is as a strategy of reaching forward for new things we need to do our networking as an everyday part of our laboratory business. The laboratory has staff whose responsibility it is to maintain these networks on a daily basis.

Dr. Poeschel commended Mr. Chapin for a good presentation. He reminded the Board that at a previous Board meeting he had commented on marketing the intellectual property of the laboratory. He stated there were two components of success in the strategic plan that are very important. The first is the level of intellectual property and the other is electronic transfer of information. He feels if this is not in place and working, we will not be able to move forward and is pertinent to the success of the strategic plan.

Mr. Warzecha pointed out Ms. Hintzman was a critical link to DHS programs and with her retirement, he does not see a connection with his department and the laboratory in the plan. Mr. Chapin responded that Wisconsin statutes and the laboratory's mission statement are the corner stones of the laboratory's support of the agencies. Mr. Chapin stated he thinks what Mr. Warzecha is really talking about is succession planning and as people grow so does the commitment to the agencies. With Ms. Sherry Gehl's appointment as deputy director of the laboratory and her history with DHS makes this a strong succession position for Ms. Hintzman.

**ITEM #9: CONTRACT REPORT**

- A) Interagency Basic Agreements Requiring Board Approval under §3.03(0)
- B) Agreements Requiring Director Approval being reported to the Board for Information only under §3.04(26)
- C) Contracts Requiring Board Approval under §3.06 (0)

Dr. Brokopp asked the Board to refer to the Wisconsin Birth Defects/NBS contract with CDC for \$430,331.15. This is a three-year project that will link our NBS information with other sources of child health information primarily at DPH. The intent is to link NBS with birth defect information, vital statistics, and early hearing screening as a model of how states can develop a better way of tracking and following up with children with significant health impacts. The laboratory was asked by CDC to apply and Dr. Brokopp believes we were one of a handful of states that responded to the RFP. Dr. Brokopp expects to hear by the next Board meeting whether the laboratory was awarded the grant.

**ITEM #10: DIRECTOR'S REPORT**

- A. Future Board meeting dates:** The next Board meeting is scheduled for November 18, 2008.
- B. Draft Agenda Items for the November 18 agenda** include a 1<sup>st</sup> quarter financial report and scientific presentation. Please submit suggestions to Dr. Brokopp. There will be a review of Medicare prices and federal policies, the annual Medicare Compliance Report will be presented by Ms. Marci Polyak, WSLH Medicare Compliance Officer. Dr. Brokopp stated the laboratory is looking into ways to fund the new co-located facility with DATCP and will discuss options at the next meeting. Dr. Brokopp will ask for Board approval of new prices in November which would become effective 1/1/09.
- C. Report of Outbreaks and Other Emergency Response Activities for the period May 21 – July 31, 2008:**
  - 1. The WSLH confirmed 13 cases of *Salmonella Saintpaul*. Federal authorities originally thought the contamination was from raw tomatoes, however the FDA announced the outbreak strain was isolated from serrano and jalapeno peppers and was found in the irrigation waters of two Mexican farms.
  - 2. Dr. Sharon Long received a grant from the Groundwater Council to develop a molecular method for *Rhodococcus coprophilus*. The presence of this organism in drinking water indicates contamination by grazing animals. The current culture method takes 3 to 4 weeks. The molecular method will reduce the turnaround time to a couple of days.
  - 3. Dr. Mei Baker was an invited speaker at the 2008 Severe Combined Immune Deficiency (SCID) Family conference on newborn screening for SCID in Wintergreen, Virginia.

4. Dr. Michael Arndt made a presentation at the National Food Emergency Response Network (FERN) meeting in Denver, Colorado, titled "Gas Proportional Counting Measurement of the Gross Alpha Particle Activity".

5. Moor's Salvage & Recycling in Kieler, Wisconsin received their Safety and Health Achievement Recognition Program (SHARP) award from the Wisconsin OSHA Consultation Program (WisCon) at the WSLH.

6. Erin Bowles, Julie Tans-Kersten and Ann Valley held Gram stain workshops in Madison and Rice Lake for Wisconsin Clinical Laboratory Network (WCLN) members. There were 20 participants for each half-day session. Site visits to members' laboratories are also occurring to discuss emergency response during May – August.

7. Julie Tans-Kersten and David Warshauer will attend the 5<sup>th</sup> National conference on Laboratory Aspects of Tuberculosis in San Diego to give presentations and present two posters.

**D. Report on Public Water System Testing:** For the period June 1 – July 31, 2008 there were 97 boil water notices with 4080 water systems tested.

Mr. Sullivan suggested providing historical data to look for any type of pattern. He stated the data for 2007 and 2008 are consistent in terms of number of systems tested.

**E. DATCP/WSLH Co-Located Building Update:** WSLH and DATCP staff recently met with DOA. The DOA is eager to move forward with hiring an architecture and engineering firm to begin development of the plans for the co-located building. The cost of the building is approximately \$58M and the laboratory is struggling with how to fund our portion. DOA has the money to build the building but then would lease it back to us. The annual lease cost is about \$2M escalating to around \$5M-\$7M over the next 15 – 20 years. This is not something we can afford without some of our programs suffering for it. We will continue to work with DOA to see if there are other funding options and allow us to go forward with the plans. In the event the WSLH can not identify funding sources DOA and DATCP will move forward without us. Between now and the November Board meeting we will continue to work towards an affordable plan.

Dr. Brokopp stated there are some concerns about moving the laboratory off campus however the main concern is funding a new building. If funding is not available for a new building then the laboratory will need to look at other options that may include staying on campus, remodel the building we are in, or building a much smaller laboratory. One of the driving factors in all this is that the University has plans for the Henry Mall laboratory location in their long range plan.

Ms. Buroker stated DATCP can not afford to have the process stalled. They will move forward so they can get into the capital budget process next spring. She is hoping to get the A/E hired no later than early October.

Dr. Poeschel stated he had concerns about the laboratory moving off campus. He is concerned about our ability to foster being a core laboratory of the University if we move off campus.

Dr. Brokopp anticipates presenting to the Board, at the November meeting, other options and asking the Board to weigh in and help us move them forward.

Mr. Sullivan is not sure WSLH moving off campus is as big an issue as it would have been in the past considering the electronic technology available now. However, if the laboratory does move off campus Mr. Sullivan feels we will need to make a conscious effort to stay plugged in to the University. Mr. Sullivan wonders if we should re-think our budget strategy for drawing down the surplus. The surplus will not cover the \$5M-\$7M it will take to lease a new building. Dr. Brokopp stated one of the advantages of staying on campus is not having to lease the building from DOA. We do not pay the University to stay in our current location. If we stayed in a University building we wouldn't have \$2M a year in lease payments. DOA is asking if we can

raise fees, can we assess DNR and DHS one million per agency to cover the building. Dr. Brokopp stated neither one were options for the laboratory.

Mr. Taylor asked that this item return at the November meeting with more detail regarding the options open to the laboratory.

#### **F. Awards and Honors to Staff:**

Ms. Peggy Hintzman was presented the "Wisconsin Public Health Association's Distinguished Service to Public Health Award" on July 23 at the Wisconsin Public Health Association annual meeting. Peggy was nominated by a large number of her professional colleagues, recommended by the WPHA Awards Committee, and chosen by the WPHA Board of Directors.

#### **G. Update on Selected Grants and Contracts:**

1. Dr. Gordana Raca has been awarded a \$50,000 pilot grant from the UW Institute for Clinical and Translational Research (ICTR) program for her proposal entitled "Investigating genetic causes of eye malformations by high resolution oligo array CGH".

2. Severe Combined Immunodeficiency (SCID) – CDC: There is an issue around the Institutional Review Board (IRB) which the laboratory is working out with the University's Human Subject Committee. This should be resolved within the next day or two. Dr. Brokopp explained that the way the grant was written says we are using specimens that we already collected as part of NBS. We are not asking for any new information or doing anything other than the normal process we follow for NBS. Grant reviewers felt that because we were testing newborns it involved human subjects. Dr. Brokopp is confident that once this issue is cleared up, the project will be funded.

3. Wisconsin Partnership (MERC) OSHA request: The laboratory applied to the MERC program with an OSHA request which reviewed worker's compensation data and accident injury data for the Department of Workforce Services. The laboratory did not receive the funding.

4. Environmental laboratory training fellowship: The laboratory received \$14,000 in funding from the Association of Public Health Laboratories (APHL). This will allow us to identify a person to work in our environmental laboratory for two years with salary being covered by APHL and CDC.

#### **H. Staff Publications:**

1. Dr. Ron Schell contributed to an article entitled "Significantly Improved Accuracy of Diagnosis of Early Lyme Disease by Peptide Enzyme-Linked Assay Based on the Borrelia burgdorferi OspC" which was published in the *Clinical and Vaccine Immunology* June, 2008, pgs. 981-985.

2. Dr. Martin Shafer and Joel Overdier contributed to an article entitled "Enhanced methods for assessment of the tract element composition of Iron Age Bone" Which was published in *Science Direct* on May 19, 2008.

#### **I. Wisconsin Public Health Association Annual Conference:**

1. Jan Klawitter, WSLH Public Relations Manager, supported a booth at the joint WPHA/WALHDAB Annual conference July 22-24, 2008.

2. Dr. Ron Laessig made a poster presentation titled "Wisconsin, First in the World – WI Screens for Severe Combined Immunodeficiencies (SCID)."

**J. Summer 2008 Flood Update:**

For the period June 8 through July 28, 2008 the laboratory has sent 4,332 water test kits to various Wisconsin public health departments with 1,964 samples returned to the laboratory for testing. To date 535 samples tested “unsafe” (27.2%) and 87 samples tested positive for *E.coli* (4.4%).

**K. New Blood Alcohol Test Method – Toxicology:**

The WSLH Forensic Toxicology section changed their forensic ethanol testing method from direct injection gas chromatography to headspace gas chromatography. The new test method will allow the laboratory to meet current workload needs while incorporating additional procedural changes necessary to conform to American Board of Forensic Toxicology (ABFT) accreditation guidelines. The Toxicology section performs more than 25,000 blood analyses a year.

**L. International Cytology Teleconferencing Series:**

Mr. John Shalkham, MA, SCT (ASCP), Manager, Disease Prevention Division, joins other faculty from around the nation in facilitating a series of teleconferences titled “Africa Calls”. The series is designed to facilitate the exchange of scientific information as an infusion of first world ideas and technology into the continuing medical education of countries whose duality includes third world needs. The series focuses on practice improvement by providing Africa with customized educational programs in cytopathology. Participating sites include: Botswana; Ghana; Kenya; Namibia; Nigeria; South Africa; Sudan; Swaziland; Tanzania; Uganda and Zimbabwe.

**M. UW-Madison Day at the State Fair:**

On August 6, 2008, UW-Madison was a day sponsor at the Wisconsin State Fair. Displays from various groups, topics and entities on campus including stem cells, entomology, center for tobacco intervention, horticulture for your home and business, veterinary medicine, food safety along with a booth from WSLH focusing on Newborn Screening (NBS) were available for viewing. Public Affairs Manager, Jan Klawitter and NBS Supervisor, Karen Kennedy-Parker staffed the WSLH booth. Additional assistance was provided by Public Affairs staff—Jessica Burda designed the poster display and Toby Kaufmann-Buhler created a brief video showing the workings of the NBS laboratory which was played at the booth.

**Motion: Move to Adjourn at 3:00 p.m.**

**Motion by: Mr. Jack Sullivan. Second by Mr. Chuck Warzecha**

**Motion passed on a voice vote. (018:0808)**

Respectfully submitted by:



Charles D. Brokopp, Dr. PH  
Secretary