

**Wisconsin State Laboratory of Hygiene
Board of Directors Meeting
June 18, 2013
1:00 P.M. – 4:00 P.M.
2601 Agriculture Drive
Madison, Wisconsin**

**APPROVED MINUTES
April 16, 2013**

- MEMBERS PRESENT:** Jeffery Kindrai (Chair), Karen McKeown, John R. Sullivan, Susan Buroker, Darryll Farmer, Michael Ricker, Scott Hildebrand (on behalf of Darrell Bazzell) and Dr. Charles Brokopp.
- MEMBERS ABSENT:** Barry Irmen (Vice-Chair)
- WSLH STAFF PRESENT:** Kristine Hansbery, Linda Johnson, Dr. Daniel Kurtycz, Steve Marshall, Dr. Peter Shult, Michele Smith, James Sterk, David Webb, Dr. Patrice Held, and Nathaniel Javid.
- DNR STAFF PRESENT:** Camille Turcotte, Ron Arneson
- GUESTS PRESENT:** None

Chair Jeffery Kindrai called the meeting to order at 1:00 P.M.

Item 1. APPROVAL OF MINUTES

Approve the minutes of the February 19, 2013 board meeting as submitted. Jeffery Kindrai made a motion to approve, seconded by Susan Buroker. The motion passed on a unanimous vote.

Item 2. REORGANIZATION OF AGENDA

None.

Item 3. PUBLIC APPEARANCES

There were no public appearances.

Item 4. BOARD MEMBERS' MATTERS

Dr. Brokopp mentioned to the Board that names were submitted to the Governor's office for filling our vacancies; we have not received any confirmed nominations back.

Jack Sullivan asked the Board for any information on endocrine disruptors. Dave Webb mentioned that he would track down a relevant report.

Jeffery Kindrai asked Dr. Brokopp for an update on vacancies. Dr. Brokopp mentioned that we have roughly thirty vacancies with several priority positions including our Environmental Health Division Director, Financial Manager, Accounts Receivable Supervisor, and Toxicology Laboratory Supervisor. Dr. Brokopp mentioned that we are optimistic about the new HR system effective July 1st.

Item 5. SCIENTIFIC PRESENTATION: CELEBRATING 50 YEARS OF NEWBORN SCREENING

Dr. Brokopp introduced the scientific presentation on celebrating the 50th Anniversary of Newborn Screening, highlighting the public health success of newborn screening in saving lives, preventing disability, and saving money. Dr. Brokopp introduced Dr. Patrice Held, Co-Director of the WSLH Newborn Screening Lab. Dr. Held provided background information on the history of newborn screening, starting in 1963. In 1963, we were only able to screen for one disease (phenylketonuria or PKU) and now we have the ability to test for forty-four different diseases in Wisconsin. There is much to celebrate regarding newborn screening given its public health mission, cost effectiveness, progress, and countless lives saved over the years. There are several upcoming national celebrations for the 50th anniversary, largely hosted by the Association of Public Health Laboratories and occurring in Atlanta, GA, Washington, DC and New York, NY. Dr. Held mentioned that Wisconsin will be hosting our own newborn screening celebrations including the traveling national NBS exhibit on July 1st-18th (location yet to be determined) and a celebration with families at the WSLH on Henry Mall on July 12th.

Dr. Brokopp continued the presentation by providing more historical background on Dr. Robert Guthrie, considered the 'father' of newborn screening. His development of "Guthrie cards" allowed for the collection of a small blood sample for testing. Dr. Brokopp noted four key facts about newborn screening: 1) newborn screening touches nearly every baby born in the United States, 2) newborn screening is a public health success story, 3) newborn screening is more than a test, and 4) newborn screening is a dynamic program – ever-evolving and improving. Dr. Brokopp highlighted key events in the national history of newborn screening from the discovery of inborn metabolic errors in 1908 leading to the discovery of PKU in 1934, and screening practices developed

and institutionalized in the 1960's. Tandem mass spectrometry revolutionized newborn screening in the 1970s and '80s, opening the door for more testing. In 2008, President Bush signed the "Newborn Screening Saves Lives Act of 2007" allowing for more federal funding.

Next, Dr. Brokopp presented the history of newborn screening in Wisconsin. Dr. Brokopp noted that newborn screening was a passion of former WSLH Director, Dr. Ron Laessig, who accomplished much to promote our newborn screening laboratory. Our newborn screening laboratory was directed for twenty-five years by Gary Hoffman, and is now under the leadership of co-directors, Dr. Mei Baker and Dr. Patrice Held.

Newborn screening is the most commonly practiced form of genetic testing. In Wisconsin, we test roughly 68,000 newborns a year. In addition, we screen roughly 15,000 non-Wisconsin newborns annually. In our screens, we detect 44 metabolic conditions that can lead to permanent disabilities. The newborn screening process in Wisconsin begins with the purchase of NBS Guthrie cards, followed by education of the mother, collection of blood, completion of the test request form, submission of DBS to laboratory, data entry and punching of DBS, laboratory analysis, reporting hospital and health care provider, and public health follow up. Jack Sullivan asked Dr. Brokopp about the turn-around time for these tests. Dr. Brokopp responded that the complete turn-around time is four to five days. Dr. Brokopp provided a chronology of tests we screen for at the WSLH including PKU (1966), hypothyroidism (1978), galactosemia (1978), maple syrup urine disease (1978), homocystinuria (1982), sickle cell disease (1988), biotinidase deficiency (1991), congenital adrenal hyperplasia (1993), cystic fibrosis (1994), fatty acid oxidation/organic acidemia (2000), aminoacidopathies (2003), and SCID (2008).

Dr. Brokopp presented a cost model for newborn screening to determine that annual savings from performing newborn screening (annual cost of institutionalized care minus the annual cost of testing) equals roughly \$77,000,000 per year.

Dr. Brokopp concluded the scientific presentation on some challenges we face with newborn screening. Some continual issues include criteria for population screening, retention and use of residual specimens, impact of new technologies, reporting, education, quality assurance, and proper short term and long term follow-up.

Item 6. FISCAL YEAR 2013 THIRD QUARTER REPORT

1) Jim Sterk, Wisconsin State Laboratory of Hygiene

Jim Sterk presented the FY13 third quarter report. Our net operating income is \$400,000. Our year to date budget through February 28th came in at a net profit of \$255, 525 with an actual budget of \$2,081,452, leaving us a favorable variance of \$1,825,927. This favorable variance came from revenues of \$330,118 offset by expenses of \$1,495,809. This \$330,118 favorable variance in revenue was agency revenue of \$490,220 coming from a terrorism contract. Non-agency revenues are on budget. GPR and OWI funding both have favorable variances at \$196,140 and \$310,273, respectively.

With salaries and fringe benefits we have a favorable variance of \$1,365,477 and \$1,078,780, respectively. This is largely due to our vacancies. We are over budget on supplies and services by \$851,316. This is because an increase in revenue often causes an increase in expenses. All other expenses are on budget.

Our revenues – GPR, OWI, and grant funding – are all down from last year. These were all anticipated, so they have been budgeted for. Therefore, we have a net decrease in revenue of \$946,080 compared to last year. On the expense side, we have less salaries and fringe benefits, so we are running a larger vacancy rate than last year. Supplies and services have increased, largely because of investments in IT consulting services. The net change from the prior year is only \$399,460.

Our working capital (current assets minus current liabilities) is \$10,543,781. However, with an operating contingency of \$2,078,669, our available working capital is \$8,465,112, which is an increase from last year by \$853,803.

Jim also presented the preliminary budget to the Board, with the final budget to be presented in June. This budget reflects flat revenues of \$43,000,000 along with expenses of \$43,000,000, leaving a net operating income of \$0. Agency revenues are flat. We have decreased non-agency revenues by \$717,432. Most of this is due to lower work volume. Salaries and fringes are essentially flat. Supplies and services are up by \$591,324. This is largely due to our rent payment on the new building. Our goal is working towards a \$0 bottom line.

Item 7. FORENSIC TOXICOLOGY UPDATE

1) Dave Webb, Wisconsin State Laboratory of Hygiene

Dave Webb, Interim Director, WSLH Environmental Health Division, gave a WSLH forensic toxicology update for the Board. Our toxicology department has been working hard on implementing and completing our LEAN project. We are on-track for milestones (met 5 out of 7). The fifth milestone was to reach an alcohol sample turn-around time of fourteen days by mid-March. Our current turn-around time averages six to twelve days. We've been meeting weekly (every Thursday). We also have defined our workflows for drugs, alcohol, and testimony. This has been a challenging yet very significant process. Dave Webb thanked the University of Wisconsin for their help in this process. Turn-around time for drugs has improved from about 250 days to about 195 days in a period of six months.

Dave also addressed some LEAN possibilities for our toxicology labs such as altering workflows, batching changes, spiking, and analytical adjustments. Dave also discussed court testimony – almost every day, we have staff testifying in court. We need to address this problem and think of alternatives. Data and paperwork workflow review and strategic outsourcing are other items the LEAN team will address.

We received \$400,000 from the Office of Justice Assistance last fall. We have used this money to outsource samples to commercial labs, purchase equipment, and fund overtime. Also, the American Board of Forensic Toxicology (ABFT) is coming out with new standards this year, for which we will comply. We are also recruiting for a new toxicology lab director.

Item 8. BASIC AGREEMENT UPDATE

1) Dr. Charles Brokopp, Director, Wisconsin State Laboratory of Hygiene & Michele Smith, Wisconsin State Laboratory of Hygiene

Dr. Brokopp presented the drafts of the basic agreements for DNR and DHS that were included in the board packet. Dr. Brokopp mentioned that these need to be in place by July 1st, 2013. There are no significant changes in FY14 compared to FY13. The value of the basic agreements will remain the same as in FY13. The WSLH is not proposing further changes. The drafts will be routed to the agencies for approval prior to July 1st. Michele Smith will be working with the DHS and Dave Webb will be working with the DNR. These will be brought back to the Board in June for final approval. The funding level for DNR is \$2,662,224 and \$3,593, 352 for DHS. This funding is to support the statutory missions of the DHS and the DNR and for the WSLH to provide support e.g., in fee-exempt testing for local health departments. The WSLH also provides services to the DHS and DNR through additional contracts.

Item 9. CONTRACT'S REPORT

1) Dr. Charles Brokopp, Director, Wisconsin State Laboratory of Hygiene

Dr. Brokopp referred to the list of contracts below. Dr. Brokopp mentioned that most of these contracts will look familiar to the Board and asked the Board if they had any questions. No questions were received.

January 2013

GRANTOR	CONTRACT NAME	START DATE	END DATE	SCOPE OF WORK	REVENUE
APHL	56400 200 602 13 04	11/06/12	06/30/13	VPD	\$ 245,500.00
APHL	56400 200 039 13 06	09/27/12	06/15/13	CLIA TRAINING	\$ 15,000.00
OSHA	2012 CONTRACT	10/01/12	09/30/13	OSHA WFD 2012	\$ 157,665.00
DHS	FAC 30087	10/01/12	09/30/13	FISH TISSUE	\$ 197,350.00
DHS	FAC 30076	08/01/12	07/31/13	ADDITIONAL TESTING	\$ 8,000.00
DHS	FAC 30077	06/01/12	05/31/13	INFLUENZA AND OTHER RESPIRATORY	\$ 60,966.00
DHS	FAC 30090	07/01/12	06/30/13	RADIOACTIVE ENVIRONMENTAL	\$ 114,994.00
DHS	FAC 30193	07/01/12	06/30/13	WE-TRAC EHDI PHIN	\$ 142,358.00
DHS	FAC 30234	09/30/12	09/29/13	PHIN AVR PHINEX WPHII	\$ 19,930.00
DHS	FAC 30268	08/01/12	07/31/13	PHIN EPHT AVR	\$ 112,782.00
DHS	FAC 30269	07/01/12	06/30/13	PHIN PHEP	\$ 198,000.00
DHS	FAC 30278	01/01/13	12/31/13	STD Program Testing	\$ 98,149.00

April 2013

GRANTOR	CONTRACT NAME	START DATE	END DATE	SCOPE OF WORK	REVENUE
CH2MHILL	951076	12/01/12	05/31/13	AIRPORT COOPERATIVE RESEARCH (TESTING)	\$ 6,229.60
APHL	56400 200 621 13 27	02/18/13	06/30/13	2013 INFLUENZA rRT-PCR	\$ 30,000.00
APHL	56400 200 621 13 22	01/25/13	03/01/13	VIIA7 PHASE 1B STUDY SERVICES	\$ 50,000.00
WDHS HCET	MOU 2012	01/01/12	12/31/12	COLPOSCOPY LIBRARY AND HISTOLOGY	\$ 5,094.00
WDNR	NMC0000435	07/01/12	06/30/13	URBAN ROAD SALT PROJECT	\$ 3,840.00
WDNR	NMC0000748	07/01/12	06/30/13	MOLYBDENUM AND BORAN IN SE WI WELLS	\$ 3,244.70
WDNR	NMC0000329	07/01/12	06/30/14	TREE SWALLOWS	\$ 15,210.69
WDNR	WT166	03/20/13	12/31/13	NATIONAL STREAMS SURVEY	\$ 30,000.00
WDNR	GL019	03/20/13	09/30/13	CAT ISLAND CHAIN PROJECT	\$ 1,700.00
WDNR	WT167	03/15/13	06/30/13	PARTAGE CANAL SEDIMENT	\$ 8,000.00
WDNR	NMC0000820	07/01/12	06/30/13	BEACH SAMPLE SHIPMENTS	\$ 10,000.00
WDNR	NMC0000308	07/01/12	06/30/13	PM 2.5 PARTICULATE MONITORING	\$ 64,944.00
WDNR	NMC0000812	05/01/13	06/30/13	PHOSPHORUS IN MILWAUKEE AOC	\$ 2,548.80
WDNR	NMC0000794	07/01/12	06/30/13	PLEASANT VALLEY WATERSHED	\$ 9,750.00
NATURE CONSERVANCY	20121030152444	10/01/12	09/30/13	WISC BUFFER INIATIVE	\$ 17,008.00
NATURE CONSERVANCY	20120912161009	10/01/12	12/01/13	SOIL SAMPLES	\$ 4,035.00
NATURE CONSERVANCY	20120817080105	09/01/12	09/30/13	WISC BUFFER INIATIVE B	\$ 16,038.00
SANDIA	1012514 10	01/01/13	12/31/13	2013 WOHL	\$ 439,000.00
SAIC	10134877	02/05/13	10/31/13	EXTENTION	\$ -

Item 10. DIRECTOR'S REPORT

1) Dr. Charles Brokopp, Director, Wisconsin State Laboratory of Hygiene

Dr. Brokopp mentioned that the next Board meeting will take place on June 18th. Two agenda items will be the approval of the FY14 budget and the DNR/DHS basic agreements. We are looking for ideas of where to hold the August 20th meeting. We are open to suggestions for going somewhere out-of-town.

Dr. Brokopp introduced Dr. Pete Shult to talk about public and environmental health incidents. Dr. Shult mentioned that as of April 1st, there has been an emergence of a new, sub-type of influenza named Influenza A (H7N9) in China. This has caught the eye of public health throughout the world because this is a virus that came directly from the avian species to humans and is causing very significant disease – there is a 25% mortality rate. Currently, there are 64 cases in five provinces of China. All of the cases, so far, have had some contact with birds. What sets this apart from other avian flus is that birds have not been affected. However, there has been no documented human-to-human transmission. There is no vaccine. CDC and the WHO are investigating this and working on a specific diagnostic test. The novel coronavirus emerged in Saudi Arabia in September 2012. 17 cases individual cases have now occurred. Like H7N9, there has been no documented human-to-human contact. CDC has taken steps to develop a diagnostic test and provide clinical guidance.

Dr. Brokopp presented the report on public water system testing to the Board. From January to February of 2013, we tested almost 1,600 samples. Of those samples, six issued a boil water notice.

Dr. Brokopp mentioned that we had two visitors to the WSLH in February from public health laboratories in Osaka, Japan: Drs. Yoshimasa Yamamoto and Ryuji Kawahara. In other news, Rebecca Adams and Dr. Brokopp presented at the Wisconsin Coroner's and Medical Examiner's Association meeting last week. Rebecca discussed fatal injuries at the workplace and Dr. Brokopp discussed drug testing. Dr. Brokopp further discussed various accomplishments of staff including Dr. Jamie Schauer, who received the prestigious Kellett Mid-Career Award, Kathleen Jaglin who received public procurement certification, and Rebecca Hoffman who was appointed to a second term as a trustee for AWWA's Water Quality Division. Dr. Brokopp also mentioned that April 21st through 27th is Public Health and Environmental Laboratory Professionals Week. Throughout the week, the WSLH will host special events to show support for our staff. Lastly, Dr. Brokopp followed up on Dr. Patrice Held's newborn screening presentation to present pictures of the Brown family, who visited the WSLH Newborn Screening Laboratory that found their sons PKU disease and, ultimately, saved their life.

Jeffery Kindrai held a moment of silence for the victims in the recent Boston, MA attack.

Jeffery Kindrai made a motion to adjourn meeting at 4:00 P.M. **Susan Buroker** seconded the motion. The motion passed unanimously.

Respectfully submitted by:

A handwritten signature in black ink that reads "Charles D. Brokopp, DrPH". The signature is written in a cursive style with a large, stylized initial 'C'.

Charles D. Brokopp, DrPH
Secretary, Wisconsin State Laboratory of Hygiene Board of Directors