

**Wisconsin State Laboratory of Hygiene
Board of Directors Meeting
November 3rd, 2015
1:00 P.M – 4:00 P.M.
2601 Agriculture Drive
Madison, WI 53718**

**APPROVED MINUTES
August 18th, 2015**

- MEMBERS PRESENT:** Dr. Robert Corliss (Chair), Jeffery Kindrai (Vice-Chair), Charles Warzecha (on behalf of Karen McKeown), Scott Hildebrand (on behalf of Darrell Bazzell), Gregory Pils (on behalf of Mark Aquino), James Morrison, Carrie Lewis, and Dr. Charles Brokopp
- WSLH STAFF PRESENT:** Dr. Peter Shult, Dr. Daniel Kurtycz, Kristine Hansbery, Jan Klawitter, Steve Marshall, Marie Ruetten, Steve Strebel, Dave Webb, and Nathaniel Javid
- DNR STAFF PRESENT:** Steve Geis, Ron Arneson
- GUESTS PRESENT:** Dr. Joshua Hyman

Chair Dr. Robert Corliss called the meeting to order at 1:30 P.M.

Item 1. APPROVAL OF MINUTES

Approve the minutes of the June 23, 2015 board meeting as submitted. Chuck Warzecha made a motion to approve, seconded by Jeffery Kindrai. Carrie Lewis abstained.

Item 2. REORGANIZATION OF AGENDA

There was no reorganization of the agenda.

Item 3. PUBLIC APPEARANCES

There were no public appearances.

Item 4. BOARD MEMBERS' MATTERS

Dr. Brokopp welcomed Greg Pils from the Wisconsin Department of Natural Resources. Greg is filling in the vacancy left by Jack Sullivan. Dr. Brokopp also mentioned that Mark Buechner, the retired chief financial officer for the WSLH, passed away last week. Mark contributed greatly to the lab and will be sorely missed. His memorial service is on August 19th.

Item 5. SCIENTIFIC PRESENTATION

1) Dr. Joshua Hyman, Core Director, DNA Sequencing Facility, UW Biotechnology Center

Dr. Corliss introduced Dr. Joshua Hyman, Director of the UW Biotech Center's DNA sequencing facility since 2004. The Biotech Center is working with the WSLH to offer clinical services on UW campus. The WSLH's CLIA license now covers testing being performed in Dr. Hyman's laboratory. Dr. Hyman discussed mass spectrometry. Mass spectrometry begins with a sample that enters an instrument and is vaporized and ionized before going through the detector. The sample is accelerated through a tube by the use of magnetic fields in which particles are split by their charge. Early instruments were not very sophisticated, but they have been greatly improved in recent years. Dr. Hyman discussed some of the key projects his laboratory is undertaking. For example, the laboratory is testing infant urine samples collected from diapers to detect rare metabolic diseases. His lab also looks at whole genomes associated with rare diseases. The lab is able to look at the genes involved in various diseases in a way that is very cost effective. Dr. Hyman also discussed how research with genome sequencing is significant. For example, the lab found that a single mutation in a single gene has made corn more edible for human consumption. Dr. Hyman also discussed gene editing using Crispr/Cas 9 technology. The technology allows one to cut and insert sections of genes. NextGen sequencing is used to capture the specific areas to see if the target was correct. China has tested this in a non-viable human embryo. As expected, this has been controversial. With this technology, we can make gene deletions, remove enhancers, and make disease related genetic mutations. Finally, we do a lot of work on the UW campus with stem cells. Dr. Hyman provided some examples of success stories, e.g. Bart Starr's recovery from a stroke following post stem cell intervention. More analysis is needed to see the exact cause and effect relationship with stem cell intervention. The ultimate goal is to improve human life through technology, and thereby advancing public health.

Item 6. FY15 CLOSEOUT REPORT

2) Marie Ruetten, Financial Manager, Wisconsin State Laboratory of Hygiene

Marie Ruetten provided the FY15 closeout report. The fiscal year ended close to what we expected: we came out at \$410,795 better than budget at a net operating income. For total support and revenue, we came out under budget at \$508,653 with a -1.2% variance from budgeted to actual. For expenses, we came out under budget at \$919,448 with a -2% variance from budgeted to actual. On a modified cash basis, our total expenses were \$349,429 under budget with a -0.8% variance from budgeted to actual. This gives a net operating loss of \$159,224. Subtracting our reserve expenditures, our modified net operating loss is \$182,248.

Comparing our total support and revenue to FY14, we are down by \$3,565,555 and our expenses increased by \$229,641. Therefore, our net operating loss compared to FY14 is \$3,795,196. Our cash balance as of June 30th, 2015 was \$10,798,968. Subtracting our restricted cash, deferred revenue, and encumbered payables, we have an available unrestricted cash balance of \$1,410,075 as of June 30th, 2015.

Item 7. CONTRACTS REPORT

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

Dr. Brokopp presented the contracts report to the Board. There are no current contracts that the Board needs to approve. New contracts for this period include three new contracts with the Department of Health Services to provide testing and conduct special projects, some related to influenza. We also have several DNR contracts providing laboratory testing to support various DNR projects including toxic air monitoring, aquatic invasive species, and lake protection. Dr. Brokopp asked the Board to review the packet for more information on these contracts. Dr. Brokopp mentioned that we asked DHS and DNR to review what testing they would like the WSLH to provide for the year. We have received the list and are currently reviewing it. Unfortunately, the total need is exceeding the resources we have. We will be meeting with DHS and DNR to address this issue.

Item 13. DIRECTOR'S REPORT

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

The next Board meeting will take place on November 3rd at the Wisconsin State Laboratory of Hygiene at Agriculture Drive. We will provide an update on the strategic map at this meeting. Dr. Brokopp mentioned several public and environmental health

incidents that have occurred in the lab including cyclospora, anthrax, CRE *Klebsiella pneumoniae*, and mumps. Dr. Brokopp also presented the water system testing report to the Board. Since the last Board report, 1,411 water systems were tested and 31 systems received a boil notice. We have also made some modifications to our newborn screening cards. We've added several questions on the card, including adding a reason for why the blood may not be screened. This is important to assure that all babies are screened and that there is a record for the ones who are not. APHL is hosting a series of environmental webinars. One of which was on informing decision-making through health assessments. Lastly, EHD produced a new brochure on testing for cyanobacteria and blue-green algae toxins.

Chair Dr. Robert Corliss made a motion to adjourn meeting at 3:00 P.M. **Charles Warzecha** seconded the motion. The motion passed unanimously and the meeting was adjourned.

Respectfully submitted by:

A handwritten signature in black ink that reads "Charles D. Brokopp, DrPH". The signature is written in a cursive, flowing style.

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