

**Wisconsin State Laboratory of Hygiene  
Board of Directors Meeting  
August 18<sup>th</sup>, 2015  
1:00 P.M – 4:00 P.M.  
2601 Agriculture Drive  
Madison, WI 53718**

**APPROVED MINUTES  
June 23<sup>rd</sup>, 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), Pam Kostle (on behalf of James Morrison), Michelle Wachter, John R. Sullivan, Dr. Charles Brokopp

**WSLH STAFF PRESENT:** Dr. Daniel Kurtycz, Stephanie Weber, Lorraine Edwards, Amy Miles, David Webb, Kristine Hansbery, Steve Strebel, Cynda DeMontigny, Marie Ruetten, Steve Marshall, Jan Klawitter, and Nathaniel Javid

**DNR STAFF PRESENT:** Ron Arneson

**GUESTS PRESENT:** None

***Chair Dr. Robert Corliss called the meeting to order at 1:00 P.M.***

**Item 1. APPROVAL OF MINUTES**

Approve the minutes of the April 21, 2015 board meeting as submitted. Jack Sullivan made a motion to approve, seconded by Charles Warzecha. The motion passed on a unanimous vote.

**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 took this time to recognize John R. (Jack) Sullivan for his retirement from the DNR and WSLH Board. For the last 10 years, Jack has served as the DNR representative on our Board, and was an alternate before that. Jack has been an excellent interface between the DNR and the WSLH. Dr. Brokopp thanked Jack for his years of service. Dave Webb (Assistant Director & EHD Director, WSLH) also recognized Jack for his service. Dr. Brokopp presented Jack with a plaque.

Dr. Brokopp mentioned that James Morrison could not attend today, so Pam Kostle is here on his behalf from University Health Services.

Nathaniel Javid is working with Elizabeth Hizmi in the Governor's appointments office to renew Board memberships that have expired or are expiring soon.

### **Item 5. SCIENTIFIC PRESENTATIONS**

#### **1) Newborn Screening Update – Dr. Patrice Held, WSLH Newborn Screening**

#### **2) Heroin in Wisconsin Drivers – Lori Edwards and Stephanie Weber, WSLH Toxicology**

Dr. Brokopp introduced Dr. Patrice Held, Co-Director of WSLH Newborn Screening Laboratory, to present an update on the newborn screening quality improvement project that her lab has undertaken. Dr. Held introduced her presentation by stating that the newborn screening program is dependent on a complex system of various entities working together to produce a result. This includes the pre-analytic, analytic, and post-analytic stages. We have experienced issues in recent years with transport time. We are dependent on a system that transports the sample from the hospital to the laboratory in a timely manner. In order to analyze transport time and ultimately improve efficiency, we have generated quality assurance reports for each submitter. In these reports, we looked at the top reasons for unsatisfactory specimens including days between specimen collection and receipt at the WSLH. One area of improvement we identified is missing key information such as birthweight, birthdate and time, collection date and time, and gestational age. Some reasons for unsatisfactory specimens also include blood clots, incomplete saturation, and damage to the filter paper. We are working to encourage the hospitals to perform their own inspection of the cards before sending them to us. Dr. Held presented graphs detailing improvements in collection and transit times since the implementation of this project. Transit time has improved from 87.1% of samples arriving to the lab within three days in 2013, to 97.4% of samples

arriving to the lab within three days in 2015. Collection time (24-48 hrs.) has also improved from 84.5% to 92.5% from January 2014 to May 2015. Dr. Held mentioned that we are also working with our couriers on reducing transit times for weekend specimen collection.

Dr. Held also gave an update on a webinar she hosted for phlebotomists, nurses, midwives, laboratorians, and physicians among others on the process for blood collection and submission. The learning objectives for the webinar were to illustrate proper blood specimen collection, outline the precise steps to take after blood collection, in the event of an unsatisfactory specimen, know how to explain the necessary steps for specimen recollection, and describe quality assurance activities a submitter must utilize to ensure the collection process is performed correctly and consistently on all babies. The follow-up on the webinar included tracking of how many people have viewed the webinar at each facility, monitoring the QA measures for trends, and reaching out to those submitters that continue to struggle with their QA measures. During the seven-week period from release of the webinar and data summary, 249 out of 342 total learners (72.8%) requested and obtained PACE credit after viewing the webinar. Overall, reviews of the webinar were positive.

Dr. Brokopp introduced the next scientific presentation on heroin in Wisconsin Drivers. Amy Miles, Manager, WSLH Forensic Toxicology, introduced the two WSLH speakers, Lori Edwards and Stephanie Weber. Heroin use is on the rise in Wisconsin – heroin has been in the news recently relating to overdoses and deaths. The widespread use of heroin is likely to increase opioid dependence. Heroin is often a less expensive and easier to obtain drug compared to certain prescribed opioid based drugs, and therefore, its use is prevalent. There has been an increase in the number of drivers operating while intoxicated (OWI) with heroin. Heroin is made from pure opium from the poppy plant and is heavily refined. Bayer developed heroin as a less addictive form of morphine; however, as we know today, heroin is in fact highly addictive. Heroin deaths have seen a significant increase in Wisconsin since 2008 compared to other opioid deaths. This may have to do with greater accessibility. Testing for heroin in blood is challenging because heroin rapidly leaves the system. In order to detect a past presence of heroin, we need to test for 6-MAM (one of three active metabolites of heroin). Since 2013, we've had 11 confirmed cases of heroin (6-MAM). This may seem like a small number but these are the cases that are unequivocally positive. We have had 236 cases where both morphine and codeine were detected and 655 cases when only morphine was detected. For morphine and codeine only we've had 236 cases and 655 morphine only. Heroin has vision impairment effects (miosis and ptosis) and sedation. Users are significantly impaired and getting behind the wheel of a vehicle – this is a great public health concern. In conclusion, the WSLH toxicology lab strives to keep a short 6-MAM detection window, maintaining a low turn-around-time, continuing effective communication law enforcement, and evaluating specimen stability.

## **Item 6. FY15 THIRD QUARTER REPORT**

### **1) Marie Ruetten, Financial Manager, Wisconsin State Laboratory of Hygiene**

Marie Ruetten, Financial Manager, WSLH, provided the third quarter financial report to the Board. For the period of July 1, 2014 through April 30, 2015, our total revenue is under budget by \$377,808. Most of this variance is in agency and non-agency laboratory services and GPR funding. Total expenses YTD are \$1,017,514 under budget. This is mostly due to an isolated payroll issue. The variance is \$639,706, under budget YTD at \$1,451,152 compared to what was projected at \$2,445,437. On a modified cash basis, we are \$603,037 under budget with a YTD actual of \$36,555,025. Considering our net operating budget and reserve expenditures, our modified net operating income YTD is \$333,044 with a variance of \$467,293. Compared to April 30, 2014, we are under by \$1,657,783 in total support and revenue and over by \$674,929 in expenses. Our net operating income compared to April 30, 2014 is under by \$2,332,712. For cash obligations, our cash balance as of April 30, 2015 is \$11,428,450. Subtracting our restricted cash, deferred revenue, and encumbered payables gives us an available cash balance of \$2,277,356.

## **Item 7. FY16 BUDGET**

### **1) Marie Ruetten, Financial Manager, Wisconsin State Laboratory of Hygiene**

Marie Ruetten, Financial Manager, WSLH, presented the FY16 budget for the Board's approval. The total support and revenue for FY16 is \$43,645,752. Total expenses are \$44,361,228. Our net accrued operating loss is \$715,476. On a cash basis, our net cash operating budget is balanced at \$0. Ms. Ruetten next presented the budget by division to the Board for support and revenue with \$12,066,076 for DPD, \$12,223,759 for EHD, \$6,593,381 for OHD, \$3,273,647 for LID, \$8,656,988 for CDD, and \$831,901 for Admin. For expenses, we have \$10,594,112 for DPD, \$11,932,183 for EHD, \$6,129,427 for OHD, \$3,150,905 for LID, \$7,075,706 for CDD, and \$6,423,670 for Admin.

**Chair Dr. Robert Corliss** brought a motion to approve the FY16 Budget. The motion was approved by **Jack Sullivan**, seconded by **Charles Warzecha**. The FY16 budget passed with **Pam Kostle** abstaining.

## Item 8. LEGISLATIVE UPDATE & ISSUES

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

Dr. Brokopp presented an update on the budget issues related to the WSLH. The two areas that would have impacted the lab were the transfer of WSLH and WVDL to DATCP (\$46 M and 404 positions) and the transfer of other GPR funding (\$3.6M to DHS and \$2.7M to DNR) to state agencies. The impact of these cuts would have made it impossible for the WSLH to meet the statutory mandate to provide lab support for state agencies. There would also have been a significant reduction in lab capacity, and a reduction in support for and flexibility to obtain outside funding. The WSLH would have been unable to make a \$2.4M annual lease payment, and experience significant staff reductions as well as recruitment and retention difficulties. The legislative challenges significantly delayed several important projects, interfered with recruitments, and resulted in widespread concern about the future of the lab. Ultimately, the Joint Finance Committee determined the WSLH and WVDL will remain at UW-Madison. The Governor is expected to sign this July 1<sup>st</sup>. The WSLH also retains the \$6.3M and will continue to meet the statutory mandate to provide services to DHS and DNR.

<b>Fiscal Year 2016 Budget Proposal</b> Wisconsin State Laboratory of Hygiene Twelve Months ending June 30, 2016			
	Fiscal Year 2016 Budget Proposal	Fiscal Year 2015 Budget	Increase/ (Decrease)
<b>Support and Revenue</b>			
Agency	\$6,353,127	\$6,343,772	\$9,355
Nonagency	18,889,145	18,818,075	71,070
GPR Funding	11,300,000	11,050,000	250,000
OWI Funding	1,605,900	1,523,908	81,992
Grant Funding	5,489,180	5,174,751	314,429
Interest Income	8,400	8,400	0
<b>Total Support and Revenue</b>	<b>43,645,752</b>	<b>42,918,906</b>	<b>726,846</b>
<b>Expenses</b>			
Salaries	18,271,076	19,511,715	(1,240,639)
Fringe Benefits	7,407,261	7,710,552	(303,291)
Supplies and Services	13,430,389	12,570,504	859,885
Transfer-Ovrhead Allow-133&144	839,805	802,408	37,397
Building Rent	2,557,470	2,712,175	(154,705)
Depreciation	1,830,027	1,972,789	(142,762)
Bad Debt Expense	24,000	80,000	(56,000)
Interest Expense	1,200	4,200	(3,000)
<b>Total Expenses</b>	<b>44,361,228</b>	<b>45,364,343</b>	<b>(1,003,115)</b>
<b>Net Accrued Operating Income/(Loss)</b>	<b>\$ (715,476)</b>	<b>\$ (2,445,437)</b>	<b>\$ 1,729,961</b>
Reserve Expenditures	0	1,643,207	(1,643,207)
Difference between Capital and Depreciation	715,476	802,230	(86,754)
<b>Modified Net Operating Income/(Loss)</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>
<b>Cash Basis (replaces depreciation with capital purchases)</b>			
Capital Expense	1,114,551	1,170,559	(56,008)
<b>Total Expense</b>	<b>43,645,752</b>	<b>44,562,113</b>	<b>(916,361)</b>
<b>Net Cash Operating Income/(Loss)</b>	<b>\$ 0</b>	<b>\$ (1,643,207)</b>	<b>\$ 1,643,207</b>

Dr. Brokopp took this opportunity to thank those who supported the laboratory and actively worked to overturn the proposed changes.

## **Item 9. HR Update**

### **1) Cynda DeMontigny, HR Director, Wisconsin State Laboratory of Hygiene**

Cynda DeMontigny, HR Director, WSLH provided the human resources update to the Board. The WSLH had 37 total hires from February 10 to June 15, 2015 across all divisions including academic staff, limited term employees, permanent hires, project hires, research assistants, and students. Of the 37 total, none were external transfers, 18 were internal transfers (UW), 12 were new hires, 6 were rehires and 1 was a promotion. We also had two retirements in that period. We also have 7 current, active, and ongoing recruitments.

## **Item 10. 2015 LAB FEE SCHEDULE**

### **1) Steve Marshall, Assistant Director, Wisconsin State Laboratory of Hygiene**

Steve Marshall described the updated laboratory costing plan to the Board. Mr. Marshall noted that the laboratory areas affected would include Biochemical Genetics, Toxicology, and Environmental Health. Mr. Marshall reminded the Board that they reviewed the details at the last meeting and asked the Board to review their packets for more information. The proposal was reviewed comprehensively with the DNR and contract prices remain the same until renewed. The proposed effective date would be October 1, 2015. Mr. Marshall asked the Board to approve the updated fee schedule. Chair **Dr. Robert Corliss** made a motion to approve the 2015 fee schedule. The motion was approved by **Jack Sullivan**, seconded by **Michelle Wachter**. The motion passed with **Pam Kostle** abstaining.

## **Item 11. CONTRACTS REPORT**

### **1) 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. Dr. Brokopp asked the Board to refer to the packet for more details. Most of the contracts are with Department of Health Services are federal dollars that transfer to us from a contract for Epidemiology and Laboratory capacity funding from CDC. The amount of this funding varies from year to year depending on

the focus. This year we have funding health care associated infections, cryptosporidium genotyping, and rabies training, among others. There are 6 contracts with the Department of Natural Resources for various types of monitoring and sample testing.

## **Item 12. DIRECTOR'S REPORT**

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

We have not moved in to the new lab yet. Some of the air handling issues are being resolved, and we are getting closer. As soon as the commission agent will give us the results report, we will share it with the CDC and request that the select agent inspection be conducted.

The next WSLH Board Meeting will take place on August 18<sup>th</sup> at a location yet to be determined. This meeting will take place off-site.

Some public and environmental health incidents were noted that involved Ebola (negative), anthrax (negative), influenza H5N2 (avian), salmonella, and MERS. Between March 1 and May 31, the laboratory tested 3,798 water systems. Of those, 33 had a boil water notice. Dr. Brokopp mentioned that the WSLH Toxicology Team received the 2015 Administrative Improvement Award from the University of Wisconsin. Only four awards were granted across campus this year. The quality improvement award was for the work the toxicology team performed to greatly improve testing turn-around-times. Dr. Brokopp also mentioned that a lot of the work the WSLH does with regards to electronic laboratory reporting (ELR) was noted in the Association of Public Health Laboratories *Lab Matters* publication. Dr. Brokopp concluded his report by recognizing Karen Kennedy-Parker upon her retirement after 35 years of service, ending as a supervisor and manager in our Newborn Screening Laboratory.

**Chair Dr. Robert Corliss** made a motion to adjourn meeting at 4:00 P.M. **Charles Warzecha** seconded the motion. The motion passed unanimously and the meeting was adjourned.

Respectfully submitted by:



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