

**Wisconsin State Laboratory of Hygiene
Board of Directors Meeting
August 16th, 2016
1:00 P.M – 4:00 P.M.
2601 Agriculture Drive
Madison, WI 53718**

**APPROVED MINUTES
June 21, 2016**

MEMBERS PRESENT: Charles Warzecha (on behalf of Karen McKeown), Dr. Robert Corliss, Dr. Richard Moss, Gil Kelley (on behalf of Michelle Wachter), Steve Geis (on behalf of Mark Aquino), Barry Irmen, Pam Kostle (on behalf of James Morrison),

WSLH STAFF PRESENT: Dr. Peter Shult, Dr. Daniel Kurtycz, Dr. Patrick Gorski, Kristine Hansbery, Jan Klawitter, Steve Marshall, Cynda DeMontigny, Marie Ruetten, Steve Strebel, Dave Webb, and Nathaniel Javid

DNR STAFF PRESENT: Ron Arneson

GUESTS PRESENT: None

Secretary Dr. Peter Shult called the meeting to order at 1:00 P.M.

Item 1. APPROVAL OF MINUTES

Approve the minutes of the April 26, 2016 board meeting as submitted. **Charles Warzecha** made a motion to approve, seconded by **Steven Geis**.

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

Charles Warzecha mentioned that DHS Secretary Kitty Rhoades passed away unexpectedly. Tom Engels has been appointed as Interim Secretary. The Board expressed their condolences to DHS. Mr. Warzecha also mentioned a contracts charge that DHS is concerned about with Population Health and a 15% overhead being applied to contracts with the WSLH. Marie Ruetten, Financial Manager WSLH, addressed Mr. Warzecha's concerns about indirect overhead costs. Dr. Rick Moss provided an update on the WSLH Director search. The committee will be co-led by someone from the WSLH, and the membership of the committee will reflect the interest of the WSLH. Dr. Moss also mentioned that the UW has appointed a new director of research core laboratories.

Item 5. RECENT MULTI-COLLECTOR ICP-MS RESULTS

1) Dr. Patrick Gorski, WSLH

Dr. Patrick Gorski gave his presentation on the Multi-Collector (MC) ICP-MS. A Multi-Collector ICP-MS is used to analyze metals. Isotopes are the subset of the metal that are analyzed. Isotopes are variants of the same element that vary in their number of neutrons. This variation in number of neutrons gives each isotope a slightly different mass. The relative abundance of each isotope can be measured and is known. The WSLH has two multi-collector ICP-MS's. One instrument is focused mostly on clinical, health and biomedical applications of each isotopic system. The other MC-ICPMS is focused more on environmental cycling of mercury, as well as some clinical applications. An isotope can either be used as a tracer or for fingerprinting. Dr. Gorski noted several studies of how isotopes have been used as tracers through clinical examples. Dr. Gorski also noted several studies of how isotopes have been used for fingerprinting (which is a more common use). Some examples include fingerprinting coal in different parts of the world, analyzing source contributions to mercury in lake sediments including tracking mercury sources, and analyzing sources for lead in blood.

Item 6. FY16 FINANCIAL REPORT

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

Ms. Ruetten presented our income statement through April. In our variance from FY16 actual through our budget at the end of April, our revenue is under budget by \$814,210 but our expenses are under budget by \$1.6M. This leads us to a net operating income

of \$258,758. Our FY16 year to date actual for total support and revenue is at \$35,220,482. For expenses, in our variance we are under in expenses by \$1,612,018. Our net gain is \$258,758, which is \$797,808 better than budget. Compared to last year, our total support and revenue is under by \$56,184. For expenses, we are \$1,766,094 under compared to last year. Ms. Ruetten also reviewed the comparative balance sheet on assets and cash flows.

Item 7. FY17 BUDGET PROPOSAL

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

For the final FY17 budget proposal, we have \$43,208,571 in total support and revenue. This has increased by \$93,594 from the preliminary budget due to grant funding. Our expenses are at \$43,208,571; therefore, we are presenting a zero balance budget. On a cash basis, our modified net operating income would be \$1,229,733. Compared to FY16, we are seeing a decrease in support and revenue by \$437,181. We also see a decrease in expenses by \$1,152,657 compared to FY16.

Secretary Peter Shult called for a motion to approve the FY17 budget as written. **Barry Irmén** approved the motion. **Dr. Robert Corliss** seconded the motion. The FY17 budget passed unanimously.

Item 8. CONTRACTS REPORT

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

Ms. Ruetten presented the contracts report to the Board. We have contracts with CH2M Hill, the North Carolina State Lab of Public Health (renewal), Wisconsin Department of Health Services, Wisconsin Department of Natural Resources, U.S. Department of Agriculture, and California Air Resources Board (renewal) totaling \$809,037+ annually. Ms. Ruetten asked the Board to refer to the packet for more details on the contracts.

Item 9. DIRECTOR'S REPORT

1) Dr. Peter Shult, Interim Director, Wisconsin State Laboratory of Hygiene

Dr. Shult gave an update to the Board on the Zika virus. The focus remains on the testing of travelers. Most often, Zika presents itself as asymptomatic. Therefore, people may be traveling while infected and not know it. Males also may be infected asymptotically and can sexually transmit Zika to their partners. We have fairly

substantial testing capacity. We predict a steady level of testing. In all, we've had six positive patients. We have been working very closely with the DPH, and our algorithms have been established. With the upcoming Olympic games, one might anticipate increases in testing.

The next Board meeting will take place on August 16th. Dean Robert N. Golden will be speaking briefly at the August Board meeting. Dr. Shult also mentioned reducing the number of Board meetings from five meetings a year to four. At the August meeting, we will be addressing this issue for voting. Lastly, Dr. Shult had the Board refer to the packet for public health incidents of educational interest.

Secretary Peter Shult made a motion to adjourn meeting at 2:30 P.M. **Charles Warzecha** seconded the motion. The motion passed unanimously and the meeting was adjourned.

Respectfully submitted by:

A handwritten signature in cursive script, appearing to read "Peter A. Shult".

Peter A. Shult, PhD
Interim Secretary, Wisconsin State Laboratory of Hygiene Board of Directors