

**BOARD OF HEALTH MEETING
CITY OF DE PERE, WISCONSIN – SEPTEMBER 19, 2016**

The Board of Health of the City of De Pere, Wisconsin met in regular session in the Riverview Conference room at City Hall, on Monday, September 19th at 5:15 p.m.

1. Roll Call

Roll call was taken and the following members were present: Mike Donovan, Pat Finder-Stone, Ryan Jennings, Dennis Hibray, Dale Schmit, Interim Health Director, Larry Delo and Julie Switzer.

2. Approval of May 16, 2016 Meeting Minutes

Dennis Hibray made a motion, seconded by Pat Finder-Stone to approve the minutes of the May 16, 2016 Board of Health Meeting. Upon vote, motion passed unanimously.

3. De Pere Health Department Quality Improvement Plan Revision

Erin Bongers and Dale Schmit will go to a training that has been rescheduled for September 28th in Madison.

4. Draft 2017 Board of Health Budget

No changes for the Board of Health Budget. This budget covers only the Board of Health (Conferences, Stipend for the Doctor). Ryan Jennings made a motion, seconded by Dennis Hibray to accept and forward to the City Council for approval. Upon vote, motion passed unanimously.

5. Draft 2017 Health Department Budget

Anticipated salary and related expenses are in the budget for hiring a new director. Salaries were increased and the nurses were changed from salaried to hourly positions due to the Fair Labor Standards act. Dennis Hibray made a motion, seconded by Pat Finder-Stone to accept and forward to the City Council for approval. Upon vote, motion passed unanimously.

6. Department of Ag, Trade and Consumer Protection Agent Contract

Submitted Contract to the State on Friday, September 16th, waiting to receive the signed copies back. No changes in the contract. This is the 1st contract since the merger of DHS and DATCP. This will replace the old contract. There should be no changes, reimbursement will be the same. Mike Donovan made a motion to accept and send to the City Council for their approval, seconded by Pat Finder-Stone. Upon vote, motion passed unanimously.

7. Sanitarian Update

Dale is checking with DSPS for the changes in the Tattoo code. There are 2 tattoo establishments in De Pere, one on the east side and one on the west side. Weights and Measures dispenser tests were finished last week. Health Inspections are up to date. Dennis Hibray made a motion, seconded by Pat Finder-Stone to accept and place on file. Upon vote, motion was passed unanimously.

8. YTD Communicable Disease Report

Chlamydia is still highest on the list of reportable diseases. Department is working on an HPV vaccine education initiative for 19-26 year olds in De Pere. Dennis Hibray made a motion, seconded by Pat Finder-Stone to accept the report and place on file. Upon vote, motion passed unanimously.

9. Health Hazard/Nuisance Update

The Department has had 12 health hazards/Nuisance complaints since the last Board of Health meeting. The most prevalent complaints are garbage and debris that residents let accumulate in their yards. There has also been 1 bed bug complaint at a rental property and an animal waste complaint. Dennis Hibray made a motion, seconded by Pat Finder-Stone to accept and place on file.

10. Public Comment on Matters not on Agenda

NA

11. Outreach/Prevention Activities

- Bike Rodeo – collaboration between the Health and Police Depts. – educating students on bike safety and proper bike helmet fittings.
- Paramedicine Program – collaboration between Health and Fire Depts. – presentation “Remembering When” at the De Pere Housing Authority, Rotary, Men’s Club and Kiwanis Club.
- Performed “QPR Training” on suicide prevention on May 4th at Kress Library.
- Car seat safety event at Bergstrom in Green Bay.
- Kress Library – Story time and Picnic and Play every month educating public on a variety of health and safety topics.
- Tdap Clinics for 5th graders at East and West De Pere schools.
- HPV initiative – targeting education and vaccination of 19 – 26 year olds in De Pere – communicable disease awareness and prevention.
- Upward Bound presentation at St Norbert College – educating counselors on medication safety and communicable disease prevention.
- Sleep Baby Safe presentations to all shifts at the De Pere Fire Department.
- Participated in the “Car Seat Recycling” event through the Safe Kids Coalition.
- Outreach with the Oral Health Partnership to offer dental services for those eligible in the De Pere schools.
- Participated in bike helmet fittings at Lambeau Field Bike Rodeo.
- National Night Out event with the De Pere Police Dept. collecting healthy food donations for local food pantries.
- Provided “back to school” vaccination clinics at the 1st Congregational Church.
- Continue new mom/ baby home visits.
- Attended the “Governor’s Conference” on Highway Safety and Car Seat Installation event.
- Help coordinate and participate in the “Be the Light Walk” – suicide prevention and awareness walk.
- Assisting the De Pere Unified School District offering nursing services while they are without a school nurse.
- Gave presentation on public health to Medical Students at St Norbert College.
- Continued collaboration with UWGB and Bellin College of Nursing providing education and clinical experience for nursing students at the De Pere Health Department. Total of 4 students since May.
- Planning for mass flu clinics and Tdap clinics at the De Pere Schools, city employees and the general public for September and October.
- The Health Department will be promoting health and safety education during the Fire Department’s open house on Saturday September 17th.

12. Future Agenda Items

NA

13. Adjournment

Upon motion by Dennis Hibray, seconded by Pat Finder-Stone, the Board of Health unanimously adjourned at 5:50pm.

Respectfully Submitted,
Julie Switzer
Health Department Office Assistant