

**BOARD OF HEALTH MEETING
CITY OF DE PERE, WISCONSIN – September 13, 2021**

The Board of Health of the City of De Pere, Wisconsin met in regular session on Monday, September 13, 2021 at 5:15 p.m.

1. Call to Order

The meeting was called to order by Dennis Hibray at 5:15 pm.

2. Roll Call

Roll call was taken and the following members were present: Jonathon Hansen, Dennis Hibray, Teresa Gulyas, Dr. Steve Stroman and Dr. Michael McHenry. Also present were Deborah Armbruster and Kelly Burke. John Quigley was absent. No citizen attendees were present.

3. Approval of June 21, 2021 Meeting Minutes

Jonathon Hansen made a motion to approve the June 21, 2021 meeting minutes. Dr. Michael McHenry seconded the motion. Upon vote, the motion passed unanimously.

4. Public Comment on Matters not on the agenda

No public comments were made.

5. Consideration and possible approval of Draft of 2022 Health Department and Board of Health Budgets

Deborah Armbruster asked if there were any questions on the budget draft. Dennis Hibray asked about the 29% reduction in the MCH grant and 19% reduction in the prevention grant. Debbie replied that this is what the state offered us this grant period. No explanation was given for the reduction in these 2 grants. Debbie will discuss the reductions at contract negotiations. Debbie reported that the Health Department received a lot of COVID funding which is where our focus is right now.

Dennis Hibray asked if the \$100 Board of Health Program cost was for the WALHDAB meeting. Debbie responded that it may be used for seminars and historically we have used it for the WALHDAB meeting.

Capital Improvements in the budget is for the Health Department truck. Debbie explained that Sara had driven the truck in the parking lot and noticed the brakes weren't working. The brake line had rusted through and needed to be replaced. The work was completed, but the Health Department will need to purchase a new truck this upcoming year.

A motion was made by Teresa Gulyas to accept the draft of the Budget. Dr. Michael McHenry seconded the motion. Upon vote, motion passed to accept the budget draft.

6. Consideration and possible action on 2021-2022 Health Department Fee Schedule

Deborah Armbruster reported that the Health Department is proposing new fees for the pool water sampling program. The fees will cover the cost of sampling. The Health Department is also proposing new fees for the temporary retail food establishments. Deborah Armbruster explained that DATCP made changes to the delineation of the

establishments, so Trista and Kelly developed a revised fee schedule for the new establishment categories. Our program did not have 2 of the categories, so we proposed 2 new categories which we had to develop fees for. The fees were created based on DATCP license fees plus our 10% reimbursement fee. These new categories are transient retail food establishment and transient retail food establishment – prepackaged.

A motion was made by Dr. Michael McHenry to accept the Fee schedule. Teresa Gulyas seconded the motion. Upon vote, the motion passed unanimously.

7. The Updated Brown County Including De Pere Community Health Assessment and Improvement Plan 2020-2021

Debbie Armbruster explained that every 5 years the state requires that every community develop a Community Assessment and Improvement Plan. We do this every 3 years because that is what our health systems need and we work closely with them. The assessment and strategies are included in the packet. Dennis Hibray asked what the biggest area of need is. Debbie answered that equitable access is at the forefront right now with access to covid testing and vaccination. Social Cohesion is also something we focus on in De Pere, as well as planning and policy in conjunction with Oneida and Brown County.

8. Discussion regarding progress of De Pere Health Department Strategic Plan 2020-2025

Deborah Armbruster reported that our primary focus of our strategic plan was to try to be more visible to the community, so people knew that we were here and were aware of the services we offered. With Covid, we have done a good job at this via social media, our website, banners on Reid Street, working with establishments, and answering questions for the general public.

Jonathon Hansen asked about Department staffing levels, since that had been one of our weaknesses in the past. Debbie responded that we were able to add LTE staff due to Covid, which is just enough staff to make it. If Covid gets worse, we will need more staff. We will need to re-evaluate our staffing again when Covid ends. Currently, the LTE's are being funded by the Covid grant.

Jonathon Hansen also questioned the knowledge silos within the department. Debbie explained that previously our nurses would divide responsibility for the tasks. As an example, one nurse would do MCH, and one would do Communicable disease, staying in those boundaries without much job sharing. Now, both nurses know how to do all the activities, which is necessary with such a small staff.

Teresa Gulyas asked if the Health Department had put anything in place to make MCH (Maternal Child Health) evidence based? Debbie responded that right now our MCH focus is on suicide prevention, so we focus on the schools a lot as well as the community as a whole.

9. Communicable Disease Report

Deborah Armbruster asked if anyone had questions on the Communicable Disease report. Jonathon Hansen questioned if the low Lyme Disease incidents were due to people not reporting it? Debbie responded that yes, that is the case. People are not seeking medical attention unless their symptoms are severe.

10. Update on COVID-19 response

Deborah Armbruster reported that there has been an increased interest in vaccinations. This may be due to increasing cases, employer encouragement and/or FDA approval of Pfizer. Per explained that there has been a lot of demand for the Johnson & Johnson Vaccine, and had to turn people away at the Beer Garden event because we ran out of vaccine. The Health Department will be getting more Johnson & Johnson for the Farmers Market. Debbie added that the Health Department has also been giving a lot of Pfizer since it is approved for ages 12 and up. Debbie stated that she has not been provided any information on boosters yet, but anticipates starting boosters for Pfizer in October. Moderna boosters will happen later.

Debbie reported that we have been doing clinics at the Farmers Market once a month, and will be at the Beer Gardens on September 25th. We also still use the Community Center. We have secured St. Anne's Church on Libal for Covid and/or Influenza Drive-Thru vaccinations on October 23rd.

Dr. McHenry asked if our flu shot clinics covered all ages. Debbie Armbruster responded that we are getting 200 doses of Vaccine For Children (VFC) from the state, and we have purchased 50 doses of adult vaccine, which we will give for a cost of \$20. Debbie added that we will also be doing a COVID/Flu clinic at East De Pere High School. Most of our clinics are by appointment.

Dennis Hibray stated that a contributor to the Covid vaccination interest may also be the State \$100 incentive which was extended through September 19th.

Debbie reported that our Grants are coming through. Our Covid grant will be \$523,300 to be used for vaccine clinics, contact tracing, response funding, mitigation and prevention, Covid VFC, public health workforce, and more. Most of our staffing expenses are met through these grants.

Jonathon Hansen asked if there was an uptick in COVID cases with schools resuming. Debbie answered, yes, cases have increased.

Johnathon Hansen asked if the Health Department would have any role in enforcement over the new Biden rule requiring vaccination of businesses with over 100 employees. Debbie does not anticipate having any involvement in that, but she is working with the City Administration as far as masking and mitigation strategies for employees.

11. Future Agenda Items

Teresa Gulyas asked about the objective for the Board of Health to pass 1 policy per year? Debbie responded that the Board of Health does review of policies, but if there was a policy they wanted to work on, we would be happy to make that happen.

12. Adjournment

Jonathon Hansen made a motion to adjourn the meeting. Teresa Gulyas seconded the motion. Upon vote, the motion passes. The meeting adjourned at 5:59 pm.

Respectfully Submitted,
Kelly Burke

Health Department Administrative Assistant