



Board of Health

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Revised Agenda

Monday, May 21, 2018

5:15 PM

De Pere City Hall Riverview Room

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Health** of the City of De Pere will be held on **May 21, 2018** at **5:15 PM** in the **De Pere City Hall Riverview Room, 335 S. Broadway, De Pere, WI 54115**.

1. Call to Order
2. Roll Call
3. Approval of 3-19-2018 meeting minutes
4. Update from Emergency Preparedness Coordinator regarding contract with Brown County
5. Consideration of Mental Health Outreach Initiative per Alderperson Nelson
6. Review policy regarding Competency Assessment for Public Health Professionals Policy
7. Chapter 140 review (required every 5 years will be completed in September 2018)
8. Update on 202 N. Superior St. public health concern
9. Notification by Department of Public Health of increase in grant funding
10. Environmental Health updates regarding Nuisance complaints/Health hazards/Micro Market licensing
11. Community Health Updates concerning staff training and community outreach
12. Public Comment on Matters not on the Agenda
13. Future Agenda items
14. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce

City of De Pere, Wisconsin



Request For Board of Health Action

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Call to Order

City of De Pere, Wisconsin**Request For Board of Health Action**

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Roll Call

City of De Pere, Wisconsin



Request For Board of Health Action

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Approval of 3-19-2018 meeting minutes

ATTACHMENTS:

- 3.19.2018 BOH Minutes - for approval (PDF)

BOARD OF HEALTH MEETING CITY OF DE PERE, WISCONSIN – March 19, 2018

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, March 19th at 5:16 p.m.

Roll call was taken and the following members were present: Ryan Jennings, Dennis Hibray, Casey Nelson, Deborah Armbruster, Dale Schmit, Erin Bongers, Kelly Burke, Pat Finder-Stone, and Dr. Michael McHenry. Also present were Vicki Lind and Clair Lind, De Pere Citizens. Richard Erdman arrived at 5:25 pm.

ACTION ITEMS:

1. Approval of November 20, 2017 Meeting Minutes

Pat Finder-Stone made a motion, seconded by Casey Nelson to approve the minutes of the November 20, 2017 Board of Health Meeting. Upon vote, motion passed unanimously.

2. Review of De Pere Health Department 2017 Annual Report

Discussion: Dennis Hibray questioned why our vaccination numbers have decreased from 320 to 222 vaccinations. Debbie Armbruster explained that it may have been contributed to not having the flu mist last year. We will not have the flu mist in 2018 either as the state is not recommending it. We advertised all our clinics and worked later shifts to accommodate people's schedules. Dr. Erdman stated that we need to come up with a better way to explain the importance of vaccines because there are too many anti-vaccine people.

Dennis Hibray asked for clarification on the number of establishment inspections. Dale Schmit explained that every facility in De Pere was inspected last year. Our data shows more establishments than inspections because some establishments have multiple licensures at them.

Dr. Michael McHenry questioned the Lyme Disease numbers on the 5 year Communicable Disease Report. The Lyme cases are increasing. Dr. McHenry questioned the difference between "Lyme Laboratory Report" and "Lyme Disease" in De Pere's Communicable Disease Report. Erin Bongers explained the "Lyme Laboratory Report" is cases that come to the De Pere Health Department, but Erin is not able to obtain information from the doctor to confirm Lyme Disease. An EM rash greater than 5 cm is required for confirmation. Erin sends a form to the doctor to fill out for all Lyme cases that come to us. When no confirmatory information is obtained, they are listed as "Lyme Laboratory Report". The "Lyme Disease" cases are those that have the EM rash greater than 5 cm with the completed Lyme Case Report Form from the doctor. Erin follows up on all these cases. A lot of the cases seem to have been acquired in Wisconsin, and many of the individuals never left the City of De Pere.

Pat Finder-Stone brought up that there has been an outbreak of Salmonella linked to Kratom. Erin Bongers and Debbie Armbruster were aware of the outbreak. Casey Nelson explained that Kratom is a plant based derivative

Attachment: 3.19.2018 BOH Minutes - for approval (6987 : Approval of 3-19-2018 meeting minutes)

that has some opioid qualities. It is considered a supplement and is not a scheduled prescription.

Dr. McHenry commented that he just read an article about the Ages and Stages Program. The De Pere Health Department has been doing this program for a number of years.

The Lactation program is now being marketed. We created a new brochure about the program which we put in the new baby packets at the hospitals. We also include information about the lactation program in our new baby letters. Dr. Erdman stated that Hispanic minorities may not want to take advantage of the service due to the fear / perceived jeopardy of taking advantage of services if they are not legal.

Dr. McHenry questioned if the De Pere Health Department does the childhood trauma surveys. Erin Bongers explained that the school social workers are starting to do these types of questionnaires in middle school and high school.

Casey Nelson brought up a concern about our vision "De Pere: a place where healthy people live, learn, work and play". People may feel excluded if they are not healthy, as most people perceive themselves as having some sort of health issue. He asked if "Health conscious people" would be more appropriate. Debbie Armbruster agreed and we will make that change.

Dr. McHenry made a motion to approve the Annual report with the above mentioned change to De Pere's Vision. Casey Nelson seconded the motion. Upon vote, the motion passed unanimously.

3. Annual Agency Policy and Procedure Review

Debbie Armbruster explained that the Health Department personnel updated the entire Policies and Procedures Manual. There were only minor changes. Dennis Hibray and Dr. Erdman signed off on the updated manuals.

DISCUSSION ITEMS:

1. Community Health Updates

Erin Bongers explained that she is on the Brown County Suicide Coalition and she does QPR (Question, Persuade, Refer) trainings. They give presentations to groups to educate them on signs of depression and how to intervene when someone is depressed or feeling down. They provide people with the community resources that are available. The program helps people to be more mindful of their surroundings and end the stigma of mental health. This program is for everybody. The schools do SOS (Signs of Suicide) training in the middle and high schools for peers to recognize people in need. We provide a book and resources in our community such as the crisis center, hope line, etc.

Debbie Armbruster reported that the Health Department chose "Suicide Prevention" again as our focus for our Maternal Child Health Grant. Erin is involved in the "Be the Light" walk in September. We have gone to Humana with the QPR training also.

Dr. McHenry questioned the techniques used to "persuade" someone. Erin explained it is trying to persuade them to seek help and stay alive and give

them hope. This would also apply to social media, such as if you notice someone making abnormal posts. The program promotes reaching out and connecting with the person and letting them know you care. Success of the program is hard to measure. We can get stats for those who contact the Crisis Center. We also have numbers of those we trained in De Pere.

Debbie Armbruster reported that we are doing blood pressure clinics in conjunction with the Aging and Disability Resource Center. Erin also does our Stay at Home Assistance program in conjunction with the fire department. Erin and Sara are doing GrapeVine presentations at the Community Center, these are topic related sessions originally developed by the Wisconsin Well Women's Program.

2. Environmental Health Updates

Dale Schmit reported on 5 new complaints since our last meeting. Three of them were from this calendar year. One was structural mold at an apartment on S. Broadway. This required clean up. One was a noise complaint on Wild Rose Drive. Dale could not verify noise from Green Bay Packaging and the noise was below daytime levels. Dale believes the complainant is hearing highway noise. The third complaint was animal waste, so Dale wrote a letter. The animals also weren't licensed. Dale had 2 complaints today regarding Kwik Trip Tobacco Outlet Plus Grocery regarding the disposal company picking up the dumpster at 4:00 am. Dale called Kwik Trip and suggested they lock their dumpster surround so the dumpster cannot be picked up before the store opens. Per De Pere's noise ordinance, daytime hours begin at 7:00 am.

Debbie Armbruster gave an update on 202 N. Superior. This is a hoarding situation. The police gave the owner a 30 day notice to leave the residence. At that time, the judge will decide if we physically remove her. The owner will not go to shelters, so we would have to get direction from the court where to take her. The locks would then be changed on her house. We know of companies that will clean, but the owner will not allow it. She has electricity and water.

The Green Room has moved, so the noise complaint regarding this business is now resolved.

Dale Schmit reported that went to two trainings, Managing Retail Food Safety in late November, and HASOP training on Food Safety. He also went to DATCP and Weights and Measures annual meetings.

3. DHS 140 Review of Local Health Authority – Level II Health Department

Debbie Armbruster reported that we offered to do our 140 review this year. We just updated all our policy and procedures, so we are going to do our review in September. Board members are welcome to be involved in this process. Debbie is looking at the possibility of our health dept. moving to a Level III Health Department.

4. Mental Health Outreach Proposal

Casey Nelson explained he talked to the Director of the Northeastern Wisconsin Psychiatry Residency Program. A big piece of their residency is Community

outreach. They have 4 residents each year, and it is their 1st year. The program would include monthly group sessions regarding a different mental health topic each month. The session would include a personal experience from someone who has dealt with the condition. The sessions would be held at the Community Center in De Pere.

Debbie Armbruster explained the Health Department would like to sponsor this program as a Community Service that the Medical College is providing. This will allow us to use the Community Center room for free instead of \$70.00 per night. The Park Board or Finance Department must approve this. This will be an action item in May. Casey is working with Judy in legal regarding a waiver and MOU.

ACTION ITEMS:

1. Public Comment on Items not on the Agenda

Ryan Jennings reported that there is a City of De Pere Vision and Branding strategic planning meeting tomorrow night in the council chambers for anyone interested.

Pat Finder-Stone read that the University of Wisconsin Madison is developing an Antibiotic Resistant weather map of Wisconsin. It shows that different areas in the state have different resistance to antibiotics.

2. Future agenda items

No other agenda items were added other than those discussed. Our next meeting is May 21st. Dennis Hibray will not be present, but Pat Finder-Stone will vice.

3. Adjournment

Upon motion by Casey Nelson, seconded by Dr. Michael McHenry, the Board of Health unanimously adjourned at 6:30 pm.

Respectfully Submitted,
Kelly Burke
Health Department Office Assistant

City of De Pere, Wisconsin**Request For Board of Health Action**

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Update from Emergency Preparedness Coordinator regarding contract with Brown County

Discuss the progress of the Emergency Preparedness Coordinator and the contract with Brown County Public Health.

City of De Pere, Wisconsin



Request For Board of Health Action

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Consideration of Mental Health Outreach Initiative per Alderperson Nelson

ATTACHMENTS:

- Mental Health Outreach proposal (PDF)

De Pere Community Mental Health Outreach

TARGET	De Pere residents suffering from one or more mental health conditions, their family/support Anyone interested in learning more about mental health issues Anyone interested in improving overall health of the community
GOALS	Raise awareness regarding mental health issues Reduce stigma associated with talking about mental illness Encourage members of the community to seek help if they are suffering from a mental health issue
SCHEDULE	Last Wednesday of the month from 6:30-8pm (once monthly) April 25th May 30th June 27th July 25th Etc. Single session for each issue Different topic/issue each session Broad overview of mental health issues and treatments Broad reach
LOCATION	De Pere Community Center (309 S. 6 th Street)
PARTICIPANTS	De Pere residents MCW psychiatry residents
TOPICS	Tentative schedule: (1) Depression (2) Anxiety (3) Substance abuse (4) Insomnia (5) Eating disorders (6) Additional topics to be decided later
AGENDA	Explanation of mental health condition (MCW resident and myself) → 20-25 minutes Background information, stats etc. Treatment (pharm and non-pharm) Prognosis Community resident with that condition share their story → 30 minutes Short background, then question/answer (MCW resident moderates) How it impacts their life What has worked for them, what hasn't Questions from the audience → 30-40 minutes Participants include MCW residents, myself and community resident who shared their story Open format Cover the disease, prognosis, treatment MCW residents available after program for 10-15 minutes for individual questions

City of De Pere, Wisconsin



Request For Board of Health Action

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Review policy regarding Competency Assessment for Public Health Professionals Policy

ATTACHMENTS:

- Competency Assessment policy (DOCX)

City of De Pere Health Department

Policy and Procedure Title:	Competency Assessment Using Core Competencies For Public Health Professionals	
Effective Date:	May 21, 2018	
Date Reviewed/Revised:		
Authorized By:	Deborah Armbruster BSN, RN Health Officer / Director	
	_____ Health Officer/Director	_____ Date

PURPOSE STATEMENT: We improve the public's health by strengthening the quality and performance of public health practice. The Core Competencies for Public Health Professionals are a set of skills desirable for the broad practice of public health as we work to protect and promote health in our community.

POLICY: The De Pere Health Department will use the Core Competency for Public Health Professionals tools to help assess gaps in skills and knowledge and identify training and workforce needs. This competency assessment will be done annually to develop training plans and links to educational resources. Using the Core Competencies for Public Health Professionals will help determine the level of knowledge and skill with respect to each of the 8 domains:

- Analytical/Assessment Skills
- Policy Development/Program Planning Skills
- Communication Skills
- Cultural Competency Skills
- Community Dimensions of Practice Skills
- Public Health Sciences Skills
- Financial Planning and Management Skills
- Leadership and Systems Thinking Skills

3 Tiers:

- Tier 1 – Front Line Staff/Entry Level
- Tier 2 – Program Management/Supervisory Level
- Tier 3 – Senior Management/Executive Level

PROCEDURE: A staff training log will be updated on a monthly basis. The log is at <T:\HEALTH\Spreadsheets\De Pere Health Department Trainings-Conferences-CE 2018.xlsx>. The health director will meet with each staff person annually to discuss plans for their professional development.

REFERENCES:

Public Health Foundation "Competency Assessments for Public Health Professionals" 2014

Council on Linkages Between Academia and Public Health Practice

Public Health Essential Service:

	1 Monitor /Solve		6 Enforce
	2 Diagnose & Investigate		7 Link
x	3 Inform/Educate	x	8 Assure Competent Workforce
	4 Mobilize	x	9 Evaluate
x	5 Develop Policy & Plans		10 Research

City of De Pere, Wisconsin**Request For Board of Health Action**

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Chapter 140 review (required every 5 years will be completed in September 2018)

Board members are encouraged to be a part of the Chapter 140 review in its process and be present at the actual review. Date of review to be determined soon.

City of De Pere, Wisconsin



Request For Board of Health Action

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Update on 202 N. Superior St. public health concern

City of De Pere, Wisconsin



Request For Board of Health Action

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Notification by Department of Public Health of increase in grant funding

ATTACHMENTS:

- DPH Contract 34622 Amendment 3 (PDF)

**DIVISION OF PUBLIC HEALTH
DPH CONTRACT 34622
AMENDMENT 3**

The Department of Health Services, on behalf of the Division of Public Health and De Pere Department of Public Health agree to amend their original agreement for the programs titled PHEP (Profile 155015) and Communicable Disease Prevention (Profile 155800) as follows:

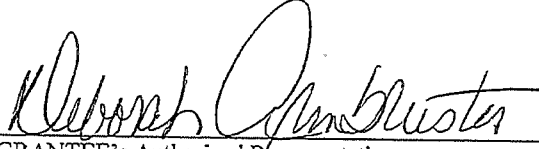
REVISION: SECTION 5. SERVICES

Additional projects to be completed as detailed in attached Exhibit(s).

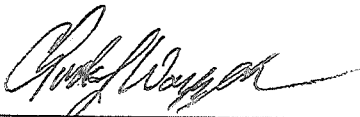
Adjustment will be made to the Community Aids Reporting System (CARS) based on the information in the table below.

Agency #	Agency Type	Profile #	Current Contract Level	Contract Change Amount	New Contract Level	Contract Period
472779	860	155015	\$31,650	\$7,500	\$39,150	7/1/17- 6/30/18
472779	860	155800	--	\$3,600	\$3,600	7/1/17- 6/30/18

All other terms and conditions of the original agreement remain unchanged.


 GRANTEE's Authorized Representative
 Name: Deborah Armbruster
 Title: Health Officer/Director

3-13-2018
 Date


 GRANTOR's Authorized Representative
 Chuck J. Warzecha
 Administrator / Deputy Administrator, Division of Public Health
 Department of Health Services

3/14/18
 Date

City of De Pere, Wisconsin

**Request For Board of Health Action**

MEETING DATE: May 21, 2018

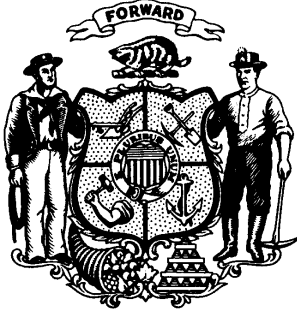
DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Environmental Health updates regarding Nuisance complaints/Health hazards/Micro Market licensing

ATTACHMENTS:

- WI Act 225 (PDF)
- Board of Health Meeting5-21-18 (PDF)



2017 Assembly Bill 536

Date of enactment: April 3, 2018
Date of publication*: April 4, 2018

2017 WISCONSIN ACT 225

AN ACT to *renumber and amend* 97.30 (4); to *amend* 20.115 (1) (gb), 97.01 (15p), 97.01 (15s), 97.30 (2) (a), 97.30 (2) (c), 97.30 (3) (a), 97.30 (3) (am), 97.30 (3) (b), 97.30 (3) (c), 97.30 (3) (d), 97.41 (4) (a) and 97.41 (5); and to *create* 97.01 (9m), 97.01 (9q), 97.01 (14g) (i), 97.30 (2) (d), 97.30 (3s), 97.30 (4) (b) and 97.41 (4) (c) of the statutes; relating to: licensing micro markets and providing an exemption from emergency rule procedures.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 20.115 (1) (gb) of the statutes is amended to read:

20.115 (1) (gb) *Food, lodging, and recreation.* The amounts in the schedule for the regulation of food, lodging, and recreation under chs. 93, 97 and 98. All moneys received under ss. 93.06 (1r) and (1w), 93.09, 93.11, 93.12, 97.17, 97.175, 97.20, 97.21, 97.22, 97.24, 97.27, 97.29, 97.30 (3) (a), (b) and (c) and (3s), 97.41, 97.60 to 97.653, 97.67, 98.145 and 98.146 for the regulation of food, lodging, and recreation shall be credited to this appropriation.

SECTION 2. 97.01 (9m) of the statutes is created to read:

97.01 (9m) “Micro market” means any indoor, unstaffed, self-service area that is accessible only to persons authorized by the person in control of the premises and not accessible to the general public, where a customer may obtain unit servings of food or beverage either in bulk or in package before payment at an automated kiosk or by other automated method, without the necessity of replenishing the area between each transaction. “Micro market” does not include a vending machine and does not include a device which dispenses only bottled,

prepackaged, or canned soft drinks, a one-cent vending device, a device dispensing only candy, gum, nuts, nut meats, cookies, or crackers, or a device dispensing only prepackaged Grade A pasteurized milk or milk products.

SECTION 3. 97.01 (9q) of the statutes is created to read:

97.01 (9q) “Micro market operator” means the person maintaining a place of business in the state and responsible for the operation of one or more micro markets.

SECTION 4. 97.01 (14g) (i) of the statutes is created to read:

97.01 (14g) (i) The serving of food or beverage through a licensed micro market.

SECTION 5. 97.01 (15p) of the statutes is amended to read:

97.01 (15p) “Vending machine” means any self-service device offered for public use which, upon insertion of a coin or token, or by other means, dispenses unit servings of food or beverage either in bulk or in package, without the necessity of replenishing the device between each vending operation. “Vending machine” does not include a micro market or a device which dispenses only bottled, prepackaged, or canned soft drinks, a ~~one-cent~~ one-cent vending device, a vending machine dispensing

* Section 991.11, WISCONSIN STATUTES: Effective date of acts. “Every act and every portion of an act enacted by the legislature over the governor’s partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication.”

2017 Wisconsin Act 225

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2017 Assembly Bill 536

only candy, gum, nuts, nut meats, cookies, or crackers, or a vending machine dispensing only prepackaged Grade A pasteurized milk or milk products.

SECTION 6. 97.01 (15s) of the statutes is amended to read:

97.01 (15s) “Vending machine commissary” means any building, room or place where the food, beverage, ingredients, containers, transport equipment or supplies for vending machines or micro markets are kept, handled, prepared or stored by a vending machine or micro market operator. “Vending machine commissary” does not mean any place at which the operator is licensed to manufacture, distribute or sell food products under this chapter.

SECTION 7. 97.30 (2) (a) of the statutes is amended to read:

97.30 (2) (a) *Requirement.* Except as provided under par. (b), no person may operate a retail food establishment without a valid license issued by the department or an agent city or county. Except as provided in par. (am), licenses expire on June 30 annually, except that a license issued for a new retail food establishment on or after March 30 but before July 1 expires on June 30 of the following year. Each retail food establishment shall have a separate license. A license is not transferable between persons or establishments. Application for a license shall be made on a form provided by the department, or by the agent city or county, and be accompanied by the applicable fees required under sub. (3) or (3s) or s. 97.41. An application shall indicate whether food processing is conducted at the establishment and shall specify the nature of any food processing activities. An application shall include other information reasonably required by the department, or by the agent city or county, for licensing purposes.

SECTION 8. 97.30 (2) (c) of the statutes is amended to read:

97.30 (2) (c) *Pre-licensing inspection.* The Except as provided under par. (d), the department or an agent city or county may not issue a license for a new retail food establishment until it inspects the new retail food establishment for compliance with this section and rules promulgated under this section. A licensed retail food establishment is not considered a new retail food establishment under this paragraph solely because of a change in ownership, or solely because of alterations in the retail food establishment.

SECTION 9. 97.30 (2) (d) of the statutes is created to read:

97.30 (2) (d) *Initial inspection of micro market.* The department or an agent city or county may issue a license for a new retail food establishment that is a micro market before it inspects the new retail food establishment that is a micro market for compliance with this section and rules promulgated under this section. Before one year after the date that the department or the agent city or county issues a license for a new retail food establishment

that is a micro market, it shall inspect the new retail food establishment for compliance with this section and rules promulgated under this section.

SECTION 10. 97.30 (3) (a) of the statutes is amended to read:

97.30 (3) (a) *License fee.* An Except as provided under sub. (3s), an applicant for a retail food establishment license shall pay the license fee specified under sub. (3m), based on gross receipts from food sales at the retail food establishment during the previous license year. If a retail food establishment was not licensed during the previous license year, a license applicant shall pay an estimated license fee based on projected gross receipts from food sales in the license year for which application is made. At the end of the license year for which an estimated fee has been paid, the licensee shall submit a report to the department stating the actual gross receipts from food sales during the license year. The license fee for that year shall be recomputed based on actual gross receipts. If the license fee based on actual gross receipts differs from the estimated license fee which was paid, the licensee shall pay the balance due or receive a credit from the department on the next year’s license fee.

SECTION 11. 97.30 (3) (am) of the statutes is amended to read:

97.30 (3) (am) *Weights and measures inspection fee.* An applicant for a retail food establishment license shall pay the weights and measures inspection fee specified under sub. (3m), based on gross receipts from food sales at the retail food establishment during the previous license year. If a retail food establishment was not licensed during the previous license year, a license applicant shall pay an estimated weights and measures inspection fee based on projected gross receipts from food sales in the license year for which application is made. At the end of the license year for which an estimated fee has been paid, the licensee shall submit a report to the department stating the actual gross receipts from food sales during the license year. The weights and measures inspection fee for that year shall be recomputed based on actual gross receipts. If the weights and measures inspection fee based on actual gross receipts differs from the estimated weights and measures inspection fee which was paid, the licensee shall pay the balance due or receive a credit from the department on the next year’s weights and measures inspection fee. This paragraph does not apply to a retail food establishment that is a micro market.

SECTION 12. 97.30 (3) (b) of the statutes is amended to read:

97.30 (3) (b) *Reinspection fee.* If the department reinspects a retail food establishment because the department finds a violation of this chapter or rules promulgated under this chapter, the department shall charge the retail food establishment operator the reinspection fee specified under sub. (3m). A reinspection fee is payable when the reinspection is completed, and is due upon writ-

2017 Assembly Bill 536

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2017 Wisconsin Act 225

ten demand from the department. The department may issue a demand for payment when it issues a license renewal application form to the retail food establishment operator. This paragraph does not apply to a retail food establishment that is a micro market.

SECTION 13. 97.30 (3) (c) of the statutes is amended to read:

97.30 (3) (c) *Surcharge for operating without a license.* An applicant for a retail food establishment license shall pay a license fee surcharge of \$100 or twice the amount of the annual license fee specified under sub. (3m) whichever is less, or if the applicant operates a micro market a license fee surcharge of \$100 or twice the amount of the annual license fee specified under sub. (3s) whichever is less, if the department determines that, within one year prior to submitting a license application, the applicant operated the retail food establishment without a license in violation of this subsection. Payment of this license fee surcharge does not relieve the applicant of any other civil or criminal liability which results from the unlicensed operation of the retail food establishment, but does not constitute evidence of a violation of any law.

SECTION 14. 97.30 (3) (d) of the statutes is amended to read:

97.30 (3) (d) *Licensing contingent on payment of fees.* The department may not issue or renew a retail food establishment license unless the license applicant pays all fees which are due and payable under this subsection and sub. (3m) or (3s), as set forth in a statement from the department. The department shall refund a fee paid under protest if the department determines that the fee was not due and payable as a condition of licensing under this subsection.

SECTION 15. 97.30 (3s) of the statutes is created to read:

97.30 (3s) FEES; MICRO MARKETS. An applicant for a retail food establishment license to operate a micro market shall pay one of the following annual license fee amounts:

- (a) For one micro market located in a building, \$40.
- (b) For 2 or more micro markets located in the same building, \$60.

SECTION 16. 97.30 (4) of the statutes is renumbered 97.30 (4) (a) and amended to read:

97.30 (4) (a) Subsection (3) does not apply to any retail food establishment licensed by an agent city or county under s. 97.41. An Except as provided under par. (b), an applicant for a retail food establishment license issued by an agent city or county shall pay fees established by the agent city or county under s. 97.41.

SECTION 17. 97.30 (4) (b) of the statutes is created to read:

97.30 (4) (b) An applicant for a retail food establishment license to be issued by an agent city or county shall pay the fee under sub. (3s) if the application is for a micro market.

SECTION 18. 97.41 (4) (a) of the statutes is amended to read:

97.41 (4) (a) Except as provided in par. (b) or (c), a local health department granted agent status under this section shall establish and collect the license fee for retail food establishments, as defined in s. 97.30 (1) (c). The local health department may establish separate fees for pre-licensing inspections of new establishments, for pre-licensing inspections of existing establishments for which a person intends to be the new operator or for the issuance of duplicate licenses. No fee may exceed the local health department's reasonable costs of issuing licenses to, making investigations and inspections of, and providing education, training and technical assistance to the establishments, plus the state fee established under sub. (5). A local health department which is granted agent status under this section or under s. 97.615 may issue a single license and establish and collect a single fee which authorizes the operation on the same premises of more than one type of establishment with respect to which it is granted agent status under this section or under s. 97.615 (2).

SECTION 19. 97.41 (4) (c) of the statutes is created to read:

97.41 (4) (c) A local health department granted agent status under this section shall collect the license fees under s. 97.30 (3s) for retail food establishments, as defined in s. 97.30 (1) (c), that are micro markets.

SECTION 20. 97.41 (5) of the statutes is amended to read:

97.41 (5) The department shall establish state fees for its costs related to setting standards for retail food establishments, as defined in s. 97.30 (1) (c), setting standards for agents under this section and monitoring and evaluating the activities of, and providing education and training to, agent local health departments. Agent local health departments shall include the state fees in the license fees established under sub. (4) (a), collect the state fees, and reimburse the department for the state fees collected. The state fee may not exceed 20 percent of the license fee charged under s. 97.30 (3), or for a retail food establishment that is a micro market, 20 percent of the license fee charged under s. 97.30 (3s), for a license issued by the department.

SECTION 21. Nonstatutory provisions.

(1) EMERGENCY RULES. Using the procedure under section 227.24 of the statutes, the department of agriculture, trade and consumer protection may promulgate rules governing the operation of micro markets under section 97.30 (5) of the statutes for the period before the effective date of the permanent rules promulgated under section 97.30 (5) of the statutes but not to exceed the period authorized under section 227.24 (1) (c) of the statutes, subject to extension under section 227.24 (2) of the statutes. Notwithstanding section 227.24 (1) (a), (2) (b), and (3) of the statutes, the department is not required

2017 Wisconsin Act 225

– 4 –

2017 Assembly Bill 536

to provide evidence that promulgating a rule under this subsection as an emergency rule is necessary for the preservation of the public peace, health, safety, or welfare

and is not required to provide a finding of emergency for a rule promulgated under this subsection.

Board of Health Meeting**5-21-18****5:15 – 6:15 pm****2. Sanitarian Program Update**

1. Nuisance Complaints/Health Hazards(YTD) – 13 for 2018, 10 since 3/9/18 BOH Mtng
 - a. Miscellaneous Debris/RV in Yard Complaint (208 N. Superior Street)
 - b. Cabinet Maker Baghouse Filter Noise Complaint(1745 E. Matthew Street)
 - c. Worm Farm Odor (614 N. Ontario Street)
2. Training
 - a. Retail Motor Fuel Training(March 22 & 23, 2018)
 - b. WPHA Conference(March 24, 2018)
3. Outdoor Festivals
 - a. Celebrate De Pere(May 26-28, 2018)
 - b. Asian Memorial Day Festival(May 26-27, 2018)
4. Standardization Exercises
 - a. Legends
 - b. Julie's Café
 - c. Island Sushi

City of De Pere, Wisconsin**Request For Board of Health Action**

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Community Health Updates concerning staff training and community outreach

ATTACHMENTS:

- CD Report YTD 5-14-2018 (PDF)
- DPHD Conf & Trainings Spreadsheet for BOH(PDF)
- DPHD Outreach Activities Spreadsheet for BOH (PDF)

Cumulative Report

11.a

Date Type: Closed

Date Range: 01/01/2018 to 05/14/2018

Incident Jurisdiction: De Pere

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Not A Case,
Probable, Suspect, Zika+ Not A Case

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

All diseases except HIV and Lead

<u>Disease Name</u>	<u>Number of Incidents</u>
CAMPYLOBACTERIOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	24
CRYPTOSPORIDIOSIS	3
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	4
GONORRHEA	2
HEPATITIS B, CHRONIC	1
HEPATITIS C, CHRONIC	7
LYME DISEASE (B.BURGDORFERI)	3
LYME LABORATORY REPORT	2
MUMPS	4
MYCOBACTERIAL DISEASE (NON-TUBERCULOUS)	2
PERTUSSIS (WHOOPING COUGH)	3
PESTICIDE-RELATED ILLNESS	1
SALMONELLOSIS	1
SHIGELLOSIS	1
SYPHILIS REACTOR	1
SYPHILIS, UNKNOWN DURATION OR LATE	1
TUBERCULOSIS, SCREENING	2
YERSINIOSIS	1

Attachment: CD Report YTD 5-14-2018 (6977 : Community Health Updates concerning staff training and community outreach)

Information contained on this form or report which would permit identification of any individual has been collected with a guarantee that it will be held in strict confidence, will be used only for surveillance purposes, and will not be disclosed or released without the consent of the individual in accordance with Section 308(d) of the Public Health Service Act (42 U.S.C. 242m).

Date Type: Closed

Date Range: 01/01/2018 to 05/14/2018

11.a

Incident Jurisdiction: De Pere

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Not A Case,
Probable, Suspect, Zika+ Not A Case

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

Attachment: CD Report YTD 5-14-2018 (6977 : Community Health Updates concerning staff training and community outreach)

Information contained on this form or report which would permit identification of any individual has been collected with a guarantee that it will be held in strict confidence, will be used only for surveillance purposes, and will not be disclosed or released without the consent of the individual in accordance with Section 308(d) of the Public Health Service Act (42 U.S.C. 242m).

DE PERE HEALTH DEPARTMENT TRAININGS/CONFERENCES/CE - MARCH 2018

Job/Activity	Name	Date
GrapeVine Training	Erin and Sara	3/5/2018
PHEP Q&A	Sara	3/6/2018
WALC Breastfeeding Conference	Sara	3/8 and 3/9/ 2018
Communicable Disease Webinar	Erin	3/13/2018
Suicide and ACE's	Erin & Debbie	3/15/2018
Mobility Matters for Age-Friendly Care through IHI	Debbie	3/22/2018
TB Summit	Erin	3/22/2018

DE PERE HEALTH DEPARTMENT TRAININGS/CONFERENCES/CE - April 2018

Job/Activity	Name	Date
NPHW Forum: Healthiest Nation 2030 webinar	Debbie	4/2/2018
VFC Renewal and updates webinar	Erin and Debbie	4/3/2018
Youth Suicide Prevention - Speaker Willow Creek	Erin	4/5/2018
Civil Rights Webinar	Debbie, Erin, Dale, Kelly, Sara	04/06/2018 & 4/9/2018
Preparedness Summit	Sara and Debbie	04/16-04/20/2018
Prevent Suicide Wisconsin Summit	Erin	4/13/2018
Keeping Kids Alive in Wisconsin (CHAW)	Erin	4/18/2018
FEMA 700	Kelly	4/20/2018
WI - CAN Educ. Webinar -Child Maltreatment	Erin	4/20/2018
HSEEP (Homeland Security Exer & Eval Program)	Sara	4/24, 4/25 & 4/26/2018
NEWIC Symposium	Debbie and Erin	4/26/2018

DE PERE HEALTH DEPARTMENT TRAININGS/CONFERENCES/CE - May 2018

Job/Activity	Name	Date
Family Assistance Center Training	Sara	5/2/2018
Retail Motor Fuel Training	Dale	5/22 - 5/23/18
PHEP Q&A	Debbie and Sara	5/2/2018
Lymes Disease Prevention webinar	Debbie and Erin	5/3/2018
Dark Sky E.M. exercise - B.C. EOC	Debbie	5/15/2018
WPHA Conference	Erin, Sara & Debbie	5/23 & 24
WEDSS Training	Erin	5/22/2018
GETS/WPS Webinar	Sara	5/17/2018

DE PERE HEALTH DEPARTMENT OUTREACH ACTIVITIES ADDITIONAL - MARCH 2018

Job/Activity	Name	Date
Blood Pressure Clinic	Erin and Sara	03/07 & 3/21/2018
TOPS Presentation Community Center	Erin	3/8/2018
Community Car Seat Event	Erin	3/10/2018
Car Seat Installation Clinic	Erin and Sara	3/12/2018
Preschool Days at Heritage School	Erin and Sara	3/13 & 3/14/2018
Library Picnic and Play	Sara	3/14/2018
QPR Training	Erin	3/19/2018
OHP Clinic at Altmayer	Erin	3/21/2018
Car Seat Installation Clinic	Erin	3/27/2018

DE PERE HEALTH DEPARTMENT OUTREACH ACTIVITIES ADDITIONAL - April 2018

Job/Activity	Name	Date
Table Talk (Teen and Preteen Wellbeing)	Erin	4/9/2018
Tdap Mass Clinic - Foxview	Erin and Sara	4/23/2018
Car Seat Installation Clinic	Erin	4/24/2018
Every 15 Minutes Program	Erin	4/26/2018
Blood Pressure Clinic	Sara and Nursing Student	04/04 & 04/18/2018
Library Picnic and Play	Sara	4/11/2018

DE PERE HEALTH DEPARTMENT OUTREACH ACTIVITIES ADDITIONAL - May 2018

Job/Activity	Name	Date
Tdap Mass Clinics - Hemlock and Westwood	Sara and Erin	05/08 & 05/09/2018
Bike Rodeo - Helmet fitting	Erin	05/07, 05/08/18
Tops - Mental Health Presentation	Sara and Erin	5/10/2018
Suicide-The Ripple Effect Screening	Sara and Erin	5/14/2018
Car Seat Install	Erin	5/10/2018
Dark Sky E.M. exercise - B.C. EOC	Debbie	5/15/2018
E.M. exercise at Fox Valley Tech	Sara	5/15/2018
TOPS Presentation Community Ctr Bone Health	Erin and Sara	5/17/2018
Dark Sky Red Cross Shelter	Sara	5/16/2018
Bike Rodeo Assembly - Helmet safety	Erin	5/18/2018

City of De Pere, Wisconsin**Request For Board of Health Action**

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Public Comment on Matters not on the Agenda

City of De Pere, Wisconsin**Request For Board of Health Action**

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Future Agenda items

City of De Pere, Wisconsin**Request For Board of Health Action**

MEETING DATE: May 21, 2018

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Adjournment
