



Board of Health

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Regular Meeting

Minutes

Monday, May 13, 2024

5:15 PM

Council Chambers and Virtual

5:15 PM Meeting called to order on May 13, 2024 at Council Chambers and Virtual.

1. Call to Order

The meeting was called to order at 5:15 PM by Board Member Dennis Hibray

Attendee Name	Title	Status	Arrived
Pamela Gantz	Aldersperson	Present	
Teresa Gulyas	Board member	Present	
Dennis Hibray	Board Member	Present	
Michael McHenry	Board Member	Present	
Devin Perock	Aldersperson	Excused	
Cassie Schandel	Medical Director	Absent	
Kelly Burke	Health Secretary	Present	
Chrystal Woller	Health Officer/Director	Present	
Sara Lornson	Deputy Health Officer	Present	

3. Public Comment on Matters not on the Agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Health. §6-3(f) DPMC

No Public comments were made.

4. Approval of the February 12, 2024 meeting minutes

No comments were made. Pamela Gantz made a motion to approve the February 14, 2024 meeting minutes. Dr. Michael McHenry seconded the motion. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Pamela Gantz, Teresa Gulyas, Dennis Hibray, Michael McHenry
EXCUSED:	Devin Perock

5. Approval of De Pere Health Department's 2024 Policies and Procedures

Chrystal Woller reported that the only content change was a new policy on internships. This policy includes a process for signing agreements. Agreements with any Colleges or Universities will be brought to the Board of Health and/or Finance, and then City Council for approval. Chrystal Woller reported that the Health Department has a Master's student coming from Colorado State University and will have a paid undergraduate intern from Concordia University.

Dennis Hibray asked if the medical advisor was involved in the review of policies. Chrystal Woller replied that the medical advisor was e-mailed all content that needed her review and signature.

Dr. Michael McHenry made a motion to approve the Policies and Procedures. Pamela Gantz seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Pamela Gantz, Teresa Gulyas, Dennis Hibray, Michael McHenry
EXCUSED:	Devin Perock

6. Presentation and Approval of the De Pere Health Department's 2023 Annual Report
- Chrystal Woller highlighted that the Annual Report was updated with a lot of images and infographics to improve the reader experience. Per Chrystal, instead of utilizing the essential services document, we moved toward the public health accrediting board documentation with foundational services. Chrystal Woller explained that the foundational services include: communicable disease control, chronic disease and injury prevention, environmental health, maternal child health and access to and linkage with health care. With the new organization, each of the broader headings is broken down to include the activities we do within each category.
- Dennis Hibray commented that the annual report was enjoyable to read, and very understandable. Pamela Gantz agreed. Teresa Gulyas commented that the report was well formatted, had good content and was enjoyable to read.
- Teresa Gulyas questioned why the health department had 38 referrals for the stay-at-home assistance / MIH stroke program, but only completed 8 home visits? Chrystal Woller responded that the program is voluntary, and many times the residents do not want us to visit. Teresa Gulyas suggested making a comment in the Annual Report to explain this.
- Chrystal Woller reported that a new Brown County Health Assessment will be completed in 2024. This is in conjunction with Brown County Health Department and Oneida. Teresa Gulyas made a motion to approve the Annual Report as written. Dr. Michael McHenry seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Pamela Gantz, Teresa Gulyas, Dennis Hibray, Michael McHenry
EXCUSED:	Devin Perock

7. Consideration and Possible Action on Information Sharing Agreement with the FDA*
- Chrystal Woller reported that the DATCP representative who did our agent review recommended having an agreement in place allowing the FDA to share commercial food born illness information with us. This will assist us when we receive food born complaints.
- Dennis Hibray made a motion to accept the sharing contract between the De Pere Health Department and the FDA and forward it for approval to city council.
- Pamela Gantz seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Teresa Gulyas, Dennis Hibray, Michael McHenry, Pamela Gantz
EXCUSED:	Devin Perock

8. Consideration and Possible Approval WI DPH Contract # 62109-1 in the amount of \$12,509*
- Chrystal Woller explained that the state is awarding the De Pere Health Department an additional \$300 in addition to what we have already received. This amount is now \$8,939. This is part of the Immunization consolidated contract. The Communicable Disease consolidated contract time frame is also renewing. This is in the amount of \$3,570.

This will need to be forwarded to the City Council for approval.
Pamela Gantz made a motion to accept the Immunization and Communicable Disease grants and forward to City Council.
Dr. Michael McHenry seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Pamela Gantz, Teresa Gulyas, Michael McHenry, Dennis Hibray
EXCUSED:	Devin Perock

9. Consideration and Possible Action on SNC Agreement for Use of Facilities, Resources and Services*

Chrystal Woller reported that as part of the Health Department's social connectedness objective we are planning to hold a community event in partnership with St. Norbert College Health and Wellness Services. The epidemic of loneliness and isolation affects our college students and our community at large. This event will allow the De Pere Health Department to engage with the community. Part of the logistics of this event is the agreement in the packet, which will need to be approved by City Council. Since we partnered with St. Norbert College, there is no charge for the venue, but the Health Department will need to fund any refreshments. This initiative is grant funded. We are bringing in an expert in this field, and the event will be held in September. Chrystal Woller reported that the abstract has been created for the event, but the agenda is not finalized.

Teresa Gulyas commented on the great projects St. Norbert has been doing with the ADRC, especially within the Art Department.

Teresa Gulyas made a motion to improve the agreement with St. Norbert College for use of facilities, resources, and services, and forward to City Council. Dr. Michael McHenry seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Pamela Gantz, Teresa Gulyas, Dennis Hibray, Michael McHenry
EXCUSED:	Devin Perock

10. Consideration and Possible Action on Atmosphere's Furniture Purchase Agreement*

Chrystal Woller explained that this agreement will also need to be forwarded to City Council. This purchase is being funded by the Public Health ARPA grant. The grant is approved and this purchase falls under the scope of work of the grant. Chrystal Woller reported that 3 quotes were obtained, and this agreement is the final consideration. The purchase will include workstations for the staff and furniture/equipment for the public who come in. This expense has been approved by Wisconsin DHS.

Dr. Michael McHenry made a motion to approve the purchase agreement between the Health Department and Atmosphere Furniture, and forward to City Council for approval. Pamela Gantz seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Teresa Gulyas, Michael McHenry, Pamela Gantz, Dennis Hibray
EXCUSED:	Devin Perock

11. Director's Report

Chrystal Woller provided high level updates of things the De Pere Health Department has been working on. Two students will be starting in May. One student is a paid intern, who will be assisting Trista. This student will focus on Tourist Rooming Houses, pool

sampling and community events/outreach and education. His salary is covered by a grant. This is a pilot program. The second intern is a graduate student from Colorado State University. He is currently the Health Officer for Calumet County.

Chrystal Woller reported that in December 2023, the Surgeon General released an advisory on the impact and epidemic of loneliness.

The Health Department received approval from Wisconsin Department of Health Services Maternal Child Health grant to do a mural project with Definitely De Pere. We are using art to bring the community together to choose the final mural for the building at Broadway and George Street. With some of the Public Health ARPA money we are working with the k-12 schools to fund Covid response medical equipment for future responses. Through our Health Department grants, we have supplied vitals carts, otoscopes and other equipment for our school nurses. These expenses were approved by Wisconsin DHS.

At the beginning of April, we had a storm causing 125 outages. The Health Department worked with the Fire Department and city communications to disseminate messaging on social media. The De Pere Health Department did a joint press release with Brown County and Oneida. We offered the De Pere Community Center as a warming center and charging station.

Chrystal Woller informed the Board of Health that through the use of grant money, we were able to disseminate weather radios during severe weather awareness week. They were popular and were gone by 11:00 am on the first day.

12. Communicable Disease Quarterly Report

Danielle Jauquet put together the disease report in the packet. Chrystal Woller stated that there is nothing out of the ordinary in the report. Currently, De Pere's coronavirus numbers are very low in the wastewater.

Chrystal Woller reported that we were navigating Pertussis cases in conjunction with Brown County. The De Pere Health Department offered additional immunization clinics for Tdap and DTaP.

Chrystal Woller reported that we also worked with Brown County on a Hepatitis A case, in which the employee worked in De Pere but lived in Brown County.

Pamela Gantz initiated a discussion about Norovirus. Chrystal Woller informed the Board that in the future we may be able to monitor Norovirus in the same way we monitor Covid.

13. Quarterly Environmental Health Report

Trista Groth put together the report enclosed in the packet. There are a lot of new businesses and change of owners. There are approximately 230 licensed establishments for the current licensure year. We were at about 200 the same time last year. Trista is working with the assistant city attorney and finance director for the planning of the NFL draft in regard to Tourist Rooming Houses. Chrystal Woller explained that we had a license fee increase. The biggest impact has been to pools and recreational education camps as the state changed how these are categorized.

Chrystal Woller reported that the DATCP program review came back indicating compliance with all applicable state statutes. There will be a final virtual meeting with the State on May 22.

14. Quarterly Report: Meetings/Trainings and Education/Outreach

The activity report is attached. For outreach and prevention, Chrystal Woller presented at the Great Decisions Lecture Series at St. Norbert College because the Brown County

Health officer was unable to present. Chrystal stepped in with one of Brown County's faculty and the UWGB Nursing Dean. Together, they spoke about public health preparedness and Covid response. It was an engaging evening.

15. Future Agenda Items

none

16. Adjournment

Pamela Gantz made a motion to adjourn the meeting. Dr. Michael McHenry seconded the motion. Upon vote, the motion passed. Next meeting is August 12th at 5:15 pm.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk'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

Respectfully submitted,
Kelly Burke