



# Board of Health

## Regular Meeting

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

### Minutes

**Monday, May 1, 2023**

**5:15 PM**

**Council Chambers and Virtual**

5:15 PM Meeting called to order on May 1, 2023 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
Deborah Armbruster	Health Director	Present	
Teresa Gulyas	Board Member	Present	
Devin Perock	Aldersperson	Present	
Dennis Hibray	Board Member	Present	
Michael McHenry	Board Member	Present	
Pamela Gantz	Aldersperson	Present	
Kelly Burke	Health Secretary	Present	
Eric Erdman	Assistant City Attorney	Present	
Sara Lornson	Public Health Nurse	Present	
Steve Stroman	Medical Director	Present	

Citizen attendees: Chrystal Estrada, Roberto Rodriguez, Ismael Trimble, Jamie Smits, Florence Timm, Randy Timm, Rubby Ocampo

3. Introduction of Pamela Gantz and Devin Perock to the Board of Health

Devin Perock and Pamela Gantz introduced themselves. Pamela works for 988 lifeline with family services and with the Bellin Health loss chain for suicide.

4. 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

none

5. Hearing on the City of De Pere Determination of Dangerous Animal Order - 803 Third Street issued by De Pere Health Director, Deborah Armbruster on 4-20-2023.

Eric Erdman, city attorney, explained that the Dangerous Dog Determination issued by Deborah Armbruster had the following two qualifications:

1. Animal without provocation, inflicts substantial bodily harm on person, domestic pet, or animal on public or private property
2. Animal chases or approaches a person in a menacing fashion or apparent attitude of attack without provocation on public or private property

Eric Erdman explained the hearing procedure. Deborah Armbruster explained that this dangerous dog determination was made in conjunction with the police chief. The incidents on 5/3/2022 and 4/14/2023 were reviewed as well as the injuries sustained in these incidents.

Crystal Estrada, the dog owner, stated that one incident was provoked, and the second incident was an accident. Her son is a witness to the first incident where the dog was provoked. Crystal stated her dog was on a chain outside and the victim was provoking

the dog by shooting it with nerf bullets. Her son asked the victim to leave the dog alone, but the victim continued to provoke the dog. The dog got loose and then bit.

Crystal stated that in the second incident the dog was locked in the upstairs, with her son and his friend in the basement. Her son opened the door and at that time the victim, who was behind the door tripped over a shoe and fell onto her son. This is when the dog, Chico, lunged and grabbed him by the wrist. Crystal looked at the bite but didn't see anything. She asked the victim if he wanted to call his mom, but he said no. The victim stayed overnight at her house after the incident.

Dr. McHenry questioned if the dog is currently attended when outside. Crystal replied that her son takes Chico outside with a muzzle, a harness and leash. They do not leave him outside alone. Dr. McHenry recommended establishing with a veterinarian. Deborah Armbruster explained that all dogs in the city must be licensed. Crystal responded that she will get him licensed after the determination. Pamela Gantz asked if Chico had his vaccinations prior to the first incident. Crystal explained that the previous owner told them Chico was vaccinated but didn't provide any records. The Humane Society gave him the rabies vaccine the first time he was sent there. Teresa Gulyas asked what the dog does for Crystals son as an emotional support dog. Crystal answered that when her son is angry or stressed, the dog lays by him and calms him down. Per Crystal, the dog is normally contained when visitors are over.

The owner's son, Roberto, explained that Chico helps him with his anger and when he is sad. Chico has never been aggressive toward him.

The owner's other son described the 2nd incident. The son opened his door and then Chico ran down the stairs where his friend and Chico were staring at each other. His friend fell over a shoe and Chico got startled and bit him.

Jamie Smits, the mother of the first victim, explained that she never knew her son was shooting at the dog with a nerf gun. She explained that there are a lot of kids in the neighborhood. She doesn't want this to happen again to another child, but she also doesn't want Roberto to lose his dog. Her son is now afraid of big dogs. He has scars where the dog bit. He did get stitches. He does not go outside if Chico is outside.

Crystal, the dog owner, has 2 other dogs. The City of De Pere has an ordinance limiting the number of dogs to two. She will need to rehome one dog. Crystal stated she will decide what to do after the Board makes its determination regarding Chico.

Florence Timm, Crystals mother, explained that Chico is very friendly towards her.

Ruby, the girlfriend of Roberto, stated that the dog plays around with her and is not dangerous.

A motion was made by Devin Perock to go into closed session. Pamela Gantz seconded the motion. Upon vote, the meeting went into closed session.

A motion was made by Teresa Gulyas to go back into open session. The motion was seconded by Michael McHenry. After a vote, open session was resumed.

Michael McHenry made a motion to uphold the determination that the dog is dangerous. Pamela Gantz seconded the motion. A roll call vote was taken. All voting members voted to uphold the dangerous dog determination.

Dennis Hibray explained that the dog will need to be removed from the city. Eric Erdman explained that the owner will be notified in writing of the determination. The animal must be removed from the city within 48 hours of receipt of the determination.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>AYES:</b>	Gulyas, Perock, Hibray, McHenry, Gantz

6. Approval of February 13, 2023 Meeting Minutes

Teresa Gulyas made a motion to approve the meeting minutes from the February 13, 2023 meeting. Dr. Michael McHenry seconded the motion. Upon vote, the meeting minutes were approved.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>AYES:</b>	Gulyas, Perock, Hibray, McHenry, Gantz

7. Approval of De Pere Health Department's 2023 Policies and Procedures

Deborah Armbruster stated the Policy and Procedure template was updated since we did the packet, so they look a little different now. Dr. Stroman and Dennis Hibray will need to sign them after tonight's meeting. Devin Perock made a motion to approve the 2023 Policies and Procedures. Teresa Gulyas seconded the motion. Upon vote, the motion passed.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>AYES:</b>	Gulyas, Perock, Hibray, McHenry, Gantz

8. Presentation of 2022 De Pere Health Department's Annual Report

Deborah Armbruster explained that on page 13 the report states that all contract tracing ended at the end of 2022. The phone calls did end at this time, but we continued to send letters to the positive cases notifying them of their test results, the mitigation strategies they need to do, and asking them to contact us with and questions/concerns.

9. Status of De Pere Health Department's Strategic Plan 2020-2025

Deborah Armbruster reported that one of our goals was to be known in the community. Covid helped the health department become more visible. We reached out to establishments, schools and health systems. Deborah Armbruster stated that the health department is planning to do outreach at many events utilizing our RV this year.

10. WI Department of Health Services 140 Review of De Pere Health Department preparations

Deborah Armbruster reported that the last time the Health Department had a 140 review was 2017. The process has been streamlined now. The staff is meeting twice a month to prepare for this meeting. The review will be on November 7th at 9:00 AM. It will be 30 minutes long, virtual. The Board is welcome to attend.

11. Discussion regarding the implementation of the Narcan Direct Program  
Deborah Armbruster explained that Narcan Direct is a program run through the state. The Health Department has been approved to get 36, 2-dose Narcan kits. The Health Department staff may distribute these to individuals after educating them about it. There are also vending machines available that can distribute all types of harm reduction products. We (De Pere Health Department) may look into this next year.
12. Communicable Disease Report for February-April 2023  
Teresa Gulyas asked if there was Blastomycosis in our area? Debbie replied that we have not had any in De Pere.
13. Update on COVID-19 Response Activities for February - April 2023  
Deborah Armbruster asked the Board if Covid reporting updates may be discontinued since Covid activity is low in De Pere. Pamela Ganz asked what the Covid reporting involves. Debbie explained that we have been reporting to the Board all the activities and clinics we have been doing regarding Covid. At this point, the reporting is not as relevant with the ending of the Covid emergency. Dr. McHenry questioned if it was a state Public Health Emergency ending May 11, 2023? Deborah Armbruster replied that it was the federal emergency. Per Deborah, the state is complying with this as well. The vaccine and test kits are still free until the state inventory runs out. Dr. McHenry made a motion to cease the Covid activity reporting. Teresa Gulyas seconded the motion. Upon vote, the motion passed.
14. Report on De Pere Health Department Trainings and Conferences for February - April 2023  
Deborah Armbruster commented that we have been very fortunate to have Covid grant dollars to be able to attend the trainings listed in the packet.
15. Report on De Pere Health Department Outreach and Prevention Activities for February - April 2023  
Bingocize is a grant funded program which Danielle wrote for. This is an evidence-based program that incorporates bingo with exercise and fall prevention information. The prizes are items to prevent falls.
16. Tour and Update re: the De Pere Fire, Police and Health Department's Mobile Command Unit  
Deborah Armbruster stated that the RV is all set. The Health Department is stocking it with pamphlets. Fire and Police are looking at what they want to have in it.
17. Future Agenda Items  
Deborah Armbruster listed the following future agenda items: the lead program efforts the health department has been doing, the workforce development plan and project, falls prevention-mugs for rugs, and the possibility of getting a nurse to do foot care in De Pere.
18. Adjournment  
Teresa Gulyas made a motion to adjourn the meeting. Pamela Gantz seconded the motion. Upon vote, the motion passed.

Respectfully submitted,  
Kelly Burke