

**BOARD OF HEALTH MEETING
CITY OF DE PERE, WISCONSIN – March 16, 2015**

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 16 at 5:15 p.m.

1. Roll call was taken and the following members were present: Mike Donovan, Pat Finder-Stone, Jim Kneiszel, Dr. Michael McHenry, Chrystal Woller, and Julie Switzer. Also present was Nicole Smith, and Mike, both nursing students. Dr. Erdman arrived at 5:20pm.

2. Approval of November 17, 2014 Meeting Minutes

Pat Finder-Stone made a motion, seconded by Dr. McHenry to approve the minutes of the November 17, 2014 Board of Health Meeting. Upon vote, motion passed unanimously.

3. 2014 Community Health Needs Assessment Executive Summary

This Assessment is a requirement for Public Health and Hospitals because of the Affordable Care Act, and should be completed within the next 3 years. The four health priorities that will be focused on are: Alcohol misuse, oral health, mental health, and nutrition. Mental Health is a new group, and met for the first time on March 6th. The De Pere Health Department has representation on each of these focus groups. Jim Kneiszel made a motion, seconded by Dr. Michael McHenry to approve and place on file. Upon vote, motion passed unanimously.

4. 2014 Annual Report

The annual report has been reformatted with 2013 and 2014 data side by side wherever possible, with data gathered for 3 years being the goal. The hiring of Dale Schmit as the department sanitarian was a highlight of the 2014 year. The numbers for flu vaccinations were up this year because of the number of mass clinics held at the Health Department. The department received a Radon grant for 2015. This allows the department to give free radon kits to City of De Pere residents. Pat Finder-Stone made a motion, seconded by Jim Kneiszel to accept the annual report and place on file. Upon vote, motion passed unanimously.

5. 2014 Community Health Improvement Plan Annual Report

Annual report for 2014 from the coalitions for the 3 CHIP priorities (Beyond Health). Mental Health was not included, since it is a new priority. The Department used prevention funds to pay for the EBT machine (which serves the WIC program) to be used at the De Pere Farmers markets. Live 54218 and the De Pere Chamber of Commerce were also involved. Jim Kneiszel made a motion, seconded by Dr. Michael McHenry to accept the report and place it on file. Upon vote, motion passed unanimously.

6. Weights and Measures Fee Formula Results 2015-2016

Denominator for figuring out fees is greater this year because our cost is \$15,000 for the sanitarian. The total number of devices are totaled and divided by \$15,000 to arrive at the cost per device. Application was sent in February to businesses asking them to list the number of devices they have for the current year. Some new businesses were identified. Dale explained some of the devices that the sanitarian checks including, gas pumps, scanners, scales, and timing devices. Pat Finder-Stone made a motion, seconded by Jim Kneiszel to accept the fee changes and place it on file. Upon vote, motion passed unanimously.

7. DHS-Food, Safety, Regulation and Licensing Contract

Same contract as 2012-2013. Pat Finder-Stone made a motion, seconded by Jim Kneiszel to accept and send to the City Council. Upon vote, motion passed unanimously.

8. DATCP-Retail Food Contract

Same contract as 2012-2013. Pat Finder-Stone made a motion, seconded by Dennis Hibray to accept and send to the City Council. Upon vote, motion passed unanimously

9. Sanitarian Program Update

Chrystal introduced Dale Schmit as the new Health Department Sanitarian. Dale came from Brown County Health Department, where he worked for 15 years. Dale updated the board members on the sanitarian program, using a handout. Inspections done in the City of De Pere will now be available online.

Some of the Highlights:

- The inspection process
- Licenses
- Enforcement
- Agent Contracts
- Health Hazard/Nuisance Complaints
- Healthspace-new program for entering and invoices businesses for DHS & DATCP

Jim Kneiszel made a motion, seconded by Mike Donovan to accept the report and place it on file. Upon vote, motion was passed unanimously.

10. YTD Health Hazard/Nuisances

There have been several dog feces complaints, a noise consultation, sewer backup complaint and also unlicensed dog complaints. Mike Donovan made a motion, seconded by Jim Kneiszel to accept the report and place it on file. Upon vote, motion was passed unanimously.

11. YTD Communicable Disease Report

Preventative work is done by the nurses in the department whenever a suspect case of Hep A, Pertussis, etc. is reported to the department. There was one suspect case of measles that turned out to be negative. Antivirals were received from the national stockpile because of respiratory illness at a De Pere Facility. Also had 2 norovirus outbreaks at De Pere facility. Joint investigation of a foodborne illness with Brown County. Dennis Hibray made a motion, seconded by Mike Donovan to accept the report and place it on file. Upon vote, motion was passed unanimously.

12. Outreach/Prevention Activities

February Activities Include:

- ASQ Education at the library
- Superbowl of Safety
- Education/School Screenings
- Education on Immunizations/Handwashing/Nutrition
- Dale provided Education at meeting for Celebrate De Pere
- Radon story on Channel 5 & Channel 26
- Story on extreme cold on Channel 5
- 2 Stories on Measles on Channel 26
- Radon Bulletin Board on Ashland Ave.
- Met with Dr. Hunsaker from St. Norbert Medical College
- Chrystal will be doing Mayors Corner

13. Public Comment on Matters not on Agenda

Save the date: Childhood Injury Prevention at the Community Center in De Pere, jointly with Brown County Health Department.

WAHL DAB conference is May 19 thru 21st. Dale and Chrystal will be attending in Wisconsin Dells.

Chrystal brought the smoking at sidewalk cafes resolution to the City Council and it failed because the Council did not feel that the policy was strong enough.

14. Future Agenda Items

- Recap of Chicken licenses, check on compliance
- E-Cigarettes to be put on September Agenda

15. Adjournment

Upon motion by Jim Kneiszel, seconded by Mike Donovan, the Board of Health unanimously adjourned at 6:45pm.

Respectfully Submitted,
Julie Switzer
Health Department Secretary