

**BOARD OF HEALTH MEETING
CITY OF DE PERE, WISCONSIN – November 18, 2013**

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, November 18 at 5:15 p.m.

Mike Donovan called the meeting to order at 5:15pm.

1. Roll call was taken and the following members were present: Mike Donovan, Rosa Coenen, Pat Finder-Stone, Jim Kneiszel, Dr. Michael McHenry, Dr. Richard Erdman, Chrystal Woller, and Julie Switzer. Also present were Sheena Mesa, and Jolene Savoie, both nursing students at UWGB.

2. ITEMS

1. Approval of September 16, 2013 Meeting Minutes

Pat Finder-Stone made a motion, seconded by Jim Kneiszel, to approve the minutes of the September 16, 2013 Board of Health Meeting. Upon vote, motion passed unanimously.

2. Consideration of MOU Regarding Local Preparedness Coordinator Services

The MOU was not signed in 2012. The contract for services will cover 5 years or until it is severed by either party. There are 2 Preparedness Coordinators housed at Brown County Health Department and the city of De Pere pays 18% of their salaries. The other portions are paid for by Oneida and Brown County. Jim Kneiszel, seconded by Rosa Coenen made a motion to send this MOU to the City Council for approval. Upon vote, motion passed unanimously.

3. YTD Communicable Disease Report

Dr. Erdman gave a brief description of all the communicable diseases on the monthly report. Jim Kneiszel, seconded by Rosa Coenen made a motion to accept and place on file. Upon vote, motion passed unanimously.

4. YTD Activity Report

There was one enforcement action, and 1 citation issued by the department in October. Pat Finder-Stone made a motion, seconded by Jim Kneiszel to accept the report and place it on file. Upon vote, motion passed unanimously.

5. 2014 Consolidated Contract Update

There will be no decrease in the contract amount for 2014. Rosa Coenen, seconded by Mike Donovan, made a motion to send the Contract to the common council. Upon vote, motion passed unanimously.

6. Agent Status Update

Sanitarian position is still in the budget that will be approved by the city council on 11/20/2013.

7. Strategic Planning 2014

Chrystal will email meeting dates and surveys to the BOH members.

3. PUBLIC COMMENT – NA

4. FUTURE AGENDA ITEMS – Chrystal will check into CAFO.

5. ADJOURNMENT

Upon motion by Rosa Coenen, seconded by Mike Donovan, the Board of Health unanimously adjourned at 6:00pm.

Respectfully Submitted,
Julie Switzer
Health Department Secretary