



# Board of Health

## Regular Meeting

### Draft Minutes

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

Monday, November 13, 2023,

5:15 PM

Council Chambers and Virtual

5:15 PM Meeting called to order on November 13, 2023, at Council Chambers and Virtual.

1. Call to Order

The meeting was called to order at 5:15 PM by Teresa Gulyas

Attendee Name	Title	Status	Arrived
Pamela Gantz	Aldersperson	Present	
Teresa Gulyas	Board Member	Present	
Dennis Hibray	Board Member	Absent	
Michael McHenry	Board Member	Present	
Devin Perock	Aldersperson	Present	
Steve Stroman	Medical Director	Present	
Kelly Burke	Health Secretary	Present	
Deborah Armbruster	Health Director	Present	
Sara Lornson	Public Health Nurse	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 comments were made.

4. Approval of August 14, 2023, minutes

Pamela Gantz made a motion to approve the August 14, 2023, meeting minutes. Devin Perock seconded the motion. Upon vote, the motion passed.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>AYES:</b>	Pamela Gantz, Teresa Gulyas, Michael McHenry, Devin Perock

5. Resignation of Dr. Steve Stroman as Medical Advisor

Dr. Stroman thanked Dennis Hibray, Debbie Armbruster and the Board of Health for their service. Teresa Gulyas thanked Dr. Stroman for his time being Medical Advisor to the Board. Deborah Armbruster added that Dr. Stroman gave much more time than expected. He sat with Deborah in the EOC during Covid. He was a great leader with a phenomenal knowledge base and was always very responsive when needed. Deborah Armbruster thanked Dr. Stroman for everything he has done for the Health Department.

6. Consideration and possible approval of Dr. Cassie Schandel as Medical Advisor as of 11-14-2023

Dr. Stroman explained that he recommended Dr. Cassie Schandel for consideration based on his personal practice with her. She is an emergency medical physician at Aurora and is a Co-Medical Director for the De Pere Fire Department and Police Department. Deborah Armbruster stated that she spoke with Dr. Schandel, and Dr. Schandel is eager to come aboard.

Dr. McHenry made a motion to approve Cassie Schandel as Medical Advisor. Pamela Gantz seconded the motion. Upon vote, the motion was approved.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>AYES:</b>	Pamela Gantz, Teresa Gulyas, Michael McHenry, Devin Perock

7. Status of Wis. Admin. Code Chapter Department of Health Services 140 review completed on November 7, 2023, results pending.  

Deborah Armbruster reported that the Health Department just had their 140 review. Per Deborah, the department will receive written recommendations by the end of the year. The review went well. Dr. McHenry and Dennis Hibray were present at the review. Deborah Armbruster does not anticipate any problems. Deborah explained that the Health Department completes this process every 5 years. During the review, our department needs to explain why we are viable and that we meet the requirements of a level 2 Health Department. Deborah reported that the staff was very involved, and the conversation was fluid.
8. Update on grants status as of 1-1-2024  

Deborah Armbruster stated that the grant information is in the packet. Deborah explained that the Health Department is also involved with a grant the Fire Department received through Coverdell. Under this grant, the De Pere Health Department will do home visits in conjunction with the Fire Department for stroke clients. The Health Department has not seen many clients through this program yet. Deborah reported that the Health Department still has funds left from the Covid grants, as indicated in the packet. The money will be used for staff education and programs.
9. Workforce Competency Development Plan for health department staff updated 2023  

Deborah Armbruster reported that the Health Department currently has a Public Health Workforce Development grant. The health department has established individual development plans for each staff member based on their interests.
10. Update on De Pere Health Department Lead Program Efforts  

Sara Lornson and Trista Groth implemented the Lead and Water testing program in July. This is for licensed childcare facilities with children under 6 years of age. In participating facilities, Sara and Trista tested all the water sources the children had access to for lead. If a water test shows lead is present, this grant will pay for the fixture to be replaced. The health department was reimbursed \$1200 per site tested.
11. Results of Immunization Survey sent to De Pere residents Fall 2023  

Debbie Stein oversaw the immunization survey. Deborah Armbruster reported that we received 317 surveys back. Debbie Stein is still analyzing the results. We received some positive and some negative results, as expected. This mailing was sent to all De Pere residents. The residents that responded were honest and seemed to appreciate that their voices were heard. The results will be used to focus our education efforts.
12. Report on De Pere Health Department Outreach/ Prevention Activities for August through October 2023  

Deborah Armbruster reported that herself, Debbie Stein, and Trista were at Festival Foods for a food safety event called "Lets Talk Turkey". It was very well received. Festival Foods would like to continue to have these types of events.
13. Report on De Pere Health Department Trainings/Conferences for August through October 2023

No discussion.

14. Communicable Disease Report for August through October 2023

No discussion.

15. Update on COVID and RSV vaccine information for the older adult

Deborah Armbruster asked if anyone had questions on the RSV for older adults. Dr. Stroman reported that many people's insurance does not cover the RSV vaccine. The vaccine costs well over \$300.

16. Tour of the Renovated Health Department once meeting is adjourned

No discussion

17. Future Agenda Items

This is Deborah Armbruster's last meeting. The introduction of our new Health Officer, Chrystal Woller, will be at the next meeting. Sara Lornson is now Deputy Health Officer. The next Board of Health meeting will be February 12th.

18. Adjournment

Dr. Michael McHenry made a motion to adjourn the meeting. Pamela Ganz seconded the motion. Upon vote, the meeting adjourned at 5:53 pm.

Respectfully submitted,  
Kelly Burke