



Board of Health

Regular Meeting

Minutes

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Monday, August 11, 2025

5:15 PM

City Hall, Council Chambers 335 S.
Broadway, De Pere, WI 54115

Call to Order

1. Roll Call.

Present: Dennis Hibray, Teresa Gulyas, Pamela Gantz, Robyn Lauritsen

Absent: Cassie Schandel, Devin Perock

Excused:

Other attendees: Chrystal Woller, Sara Lornson, Katie Weisner, Chris Culotta

2. 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.

3. Approval of the May 12, 2025 Meeting Minutes.

No discussion. Minutes approved unanimously.

RESULT:	Passed
MOVER:	Pamela Gantz
SECONDER:	Teresa Gulyas
AYES:	Dennis Hibray, Teresa Gulyas, Pamela Gantz, Robyn Lauritsen
NAYS:	None

4. Board of Health Membership Discussion: Reappointment of Teresa Gulyas and Resignation of Dennis Hibray.

Teresa Gulyas agreed to continue on the Board of Health for another term.

Dennis Hibray explained that he has been involved in public health for 50 years, and it is time for him do other things. He enjoyed his time with De Pere and enjoyed the people/staff.

The mayor will work on appointing a replacement. Any replacement suggestions can be directed to the mayor.

Chrystal Woller thanked Dennis Hibray for his commitment to public health, and to De Pere.

5. Discussion of the Results of the 2025 Dept. of Health Services Chapter 140 Review.

Chris Culotta is the Northeast Region Director. Chris reported that In November of 2023, there was a chapter 140 review of De Pere as a level 2 health department. After the review, Chrystal Woller became the Health Officer. In 2024, Chris Culotta, Sara Lornson, and Chrystal Woller discussed the steps for De Pere to reach a level 3 status. On April 14, 2025, the level 3 review was done.

Chris reported that through the review process, they were able to highlight some strengths of the De Pere Health Department. The De Pere Health Department has done a great job partnering with different agencies. De Pere has also created dashboards for municipal data, which is impressive. De Pere has taken on the pilot for results-based accountability. Chrystal Woller responded that this has helped our CHA/CHIP, as well as informed our performance management dashboard. This allows the department to assess the department operations to make improvements in our processes.

Chris reported that through the review, they identified two areas of growth opportunities: think about horizon plans and assess De Pere's capacity and risk of burn-out.

Chris Culotta stated some of the things looked at to assess for a level 3. They looked at community health strategy, versus performing services. They also looked at environmental health and workforce development.

Chris Culotta presented the certificate designating the De Pere Health Department as a level 3 health department.

Chrystal thanked the city administration for their support and thanked Deputy Health Officer, Sara Lornson, the Board of Health, and department staff.

6. Discussion of the Draft 2026 Health Department Expense/Revenue Budget and Narrative.

Chrystal Woller explained that this is a draft budget that will go to Finance for approval, then to City Council for approval. The narrative gives context to the numbers. Chrystal stated that the city asks departments to create performance measures and report on the last cycle's performance measures. The city also likes departments to include some achievements in this last cycle, so we highlighted our level 3 status. Per Chrystal, this level change may give the health department a little bump up in some funding. Chrystal also highlighted our community health improvement plan and connectedness community engagement.

Chrystal explained that whenever there is more than a 5% change in a line item, the city likes an explanation. Salaries increased, and fica benefit increased. In this budget, staff licensure are incorporated to be covered by tax levy.

Changes to grants included a 28% decrease to the preparedness grant.

Chrystal explained that our projected revenue is part of the city's revenue.

Chrystal Woller reported that our budget is about 72% tax levy and 28% grants.

Dennis Hibray mentioned the uncertainty of what might occur with the federal budget and how it will be funneled down.

7. Discussion of the Draft 2026 Board of Health Budget and Narrative.

Chrystal Woller explained that the Board of Health Budget is \$100. Chrystal can ask for additional funds if needed. Most conferences are free.

8. Consideration and Possible Action on the FY2026 WI DHS Tuberculosis Dispensary Contract*.

Chrystal Woller explained that this is an annual contract stating that any medical expenses related to tuberculosis would be covered at the rates in the contract as the payer of last resort. This is for residents who do not have any other coverage for services.

Motion was made to approve the TB Dispensary contract and upon vote, passed unanimously.

RESULT:	Passed
MOVER:	Pamela Gantz
SECONDER:	Robyn Lauritsen
AYES:	Dennis Hibray, Teresa Gulyas, Pamela Gantz, Robyn Lauritsen
NAYS:	None

9. Consideration and Possible Action on the Health and Human Services 690 Form Regarding HHS Grants Policy*.

The Federal Government is asking the state governments and subcontractors, which we are, to sign that we will not discriminate and follow the guidance of the federal government for pass-through grants.

Motion was made to Approve signing the Health and Human Services 690 Form Regarding HHS Grants Policy. Upon vote, motion passed.

RESULT:	Passed
MOVER:	Pamela Gantz
SECONDER:	Teresa Gulyas
AYES:	Dennis Hibray, Teresa Gulyas, Pamela Gantz, Robyn Lauritsen
NAYS:	None

10. Director's Report as of July 2025.

Chrystal Woller highlighted that Sara Lornson led the senior safety expo initiative. Sara explained that we had 14 community partners participate in the event. This expo was to highlight safety and preparedness for our senior population. We (health department) put together preparedness packs with buckets, weather radios, first aid kits, file of life, etc. It was a great event, but next time we will advertise more on the news than social media. Teresa Gulyas mentioned the group "Seniors for Seniors". She will share information with Sara and Pamela Ganz regarding this group.

Chrystal reported that the health department sponsored a park bench at Lawton park. Sara Lornson led the initiative for the welcome baby onies as part of our new parent packets. These both used our tagline "belonging begins here".

Our milk depot is going well. We have collected about 15 gallons of milk to date.

Chrystal Woller reported that the health department has done a lot of bike helmet fittings in the community as part of the injury prevention programming.

The strategic plan is currently ongoing. Chrystal asked the Board to please fill out our stakeholder survey as part of our plan to provide feedback.

Sara went to WALHDAB. That information is in the packet. Our next WALHDAB meeting is September 11th.

Katie Weisner is our seasonal intern. She graduated from UW Madison with a master's degree in Epidemiology. She is assisting with all aspects of Public Health. Katie responded that she has been happy working in the department and being involved in all the activities of the department.

11. Communicable Disease Report: Q2.

The chlamydia numbers doubled in period 2. Respiratory viruses were down. We had 2 cases of vibriosis, but they were not connected. We also had a latent TB infection, but that individual moved out of state.

12. Environmental Health Report: Q2.

Trista Groth completed this report. 15 tourist rooming houses did not renew this year after the increase in licensures due to the draft. In June, we had a new agreement with Brown County Public Health that they will now cover agent program inspections at the fairgrounds.

13. Program Performance Dashboard Update: Q2.

The dashboard is attached. We will be monitoring our influenza vaccine uptake. This year we can only give to VFC vaccine eligible children. We do have private pay vaccine also.

14. Future Agenda Items.

No future agenda items discussed.

Adjournment

Motion was made to adjourn the meeting. Motion passed. Meeting adjourned.

RESULT:	Passed
MOVER:	None
SECONDER:	None
AYES:	Dennis Hibray, Teresa Gulyas, Pamela Gantz, Robyn Lauritsen
NAYS:	None

Respectfully submitted,
Kelly Burke