



# Board of Health

## Regular Meeting

### Agenda

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

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**Monday, August 10, 2026**

**5:15 PM**

**Council Chambers and Virtual**

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Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Board of Health** of the City of De Pere will be held on **August 10, 2026** at **5:15 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

**OR**

**You can also dial in using your phone.**  
United States (Toll Free): [1 866 899 4679](tel:18668994679)  
United States: [+1 \(312\) 757-3117](tel:+13127573117)  
**Access Code:** 154-883-285

***This meeting may also be rebroadcast on TV throughout the week and available on demand at <https://deperewi.portal.civicclerk.com/>.***

1. Call to Order
  - a. Roll Call
  - b. 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
  - c. Approval of the minutes of the 5-11-2026 Board of Health meeting.
  - d. Consideration and possible action on the Wisconsin Division of Public Health consolidated contract #155800 (communicable disease control & prevention grant) in the amount of \$3,580.\*
  - e. Consideration and possible action on a Wisconsin Association of Local Health Departments and Boards (WALHDAB) proposed resolution.\*
  - f. Discussion of the draft FY2027 health department budget.
  - g. Dashboard results Q2.
  - h. Communicable disease report Q2.
  - i. Environmental health report Q2.

- j. Director's report August 2026.
  - k. Summer intern report August 2026.
  - l. Future agenda items.
2. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Health Department at 920-339-4054 by noon on the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons  
City Manager  
Mayor  
Department Heads  
TV, Newspapers & Radio Stations  
Kress Family Library  
De Pere Chamber of Commerce



# Board of Health

## Regular Meeting

### Minutes

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

Monday, May 11, 2026,

5:15 PM

City Hall, Council Chambers

#### 1. CALL TO ORDER

The meeting was called to order at 5:15 pm.

#### 2. ROLL CALL

**Present:** Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock

**Absent:** Cassie Schandel

**Excused:**

Also in attendance: Sara Lornson, Kelly Burke

#### 3. PRESENTATIONS/AWARDS/RECOGNITION

It is nurse's week. Thank you to all the nurses working in the city.

#### 4. PUBLIC COMMENTS

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

#### 5. NEW BUSINESS

A. Approval of the minutes from the February 9th, 2026 Board of Health meeting.

|                  |                                                                          |
|------------------|--------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                                                            |
| <b>MOVER:</b>    | Devin Perock                                                             |
| <b>SECONDER:</b> | Pamela Gantz                                                             |
| <b>AYES:</b>     | Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock |
| <b>NAYS:</b>     | None                                                                     |

B . Nomination and appointment of vice chairperson to the Board of Health.

|                  |                                                                          |
|------------------|--------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                                                            |
| <b>MOVER:</b>    | Devin Perock                                                             |
| <b>SECONDER:</b> | Robyn Lauritsen                                                          |
| <b>AYES:</b>     | Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock |
| <b>NAYS:</b>     | None                                                                     |

Devin Perock and Robyn Lauritsen nominated Pamela Gantz for the vice-chair position. Upon vote, Pamela Gantz was appointed as Vice Chairperson to the Board of Health

- C. Consideration and possible action on a formal agreement with the Village of Howard for citizen animal response team (CART) services. \*

|                  |                                                                          |
|------------------|--------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                                                            |
| <b>MOVER:</b>    | Pamela Gantz                                                             |
| <b>SECONDER:</b> | Robyn Lauritsen                                                          |
| <b>AYES:</b>     | Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock |
| <b>NAYS:</b>     | None                                                                     |

Sara Lornson explained that the health department has been using the CART team for years but are now creating a formal contract with them. The CART team responds to calls about sickly animals, feral cats, or any animal situation deemed necessary by the health department or police department. The CART team has the appropriate tools to safely and humanely handle the animals. This agreement has already been reviewed and approved by the health department, police department and the legal team. Pamela Gantz made a motion to approve the formal agreement with the CART team. Robyn Lauritsen seconded the motion. Upon vote, the motion passed.

- D. Consideration and possible action on the 2025 health department annual report.

|                  |                                                                          |
|------------------|--------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                                                            |
| <b>MOVER:</b>    | Pamela Gantz                                                             |
| <b>SECONDER:</b> | Robyn Lauritsen                                                          |
| <b>AYES:</b>     | Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock |
| <b>NAYS:</b>     | None                                                                     |

Sara Lornson explained that WI state statute 251 requires that local health departments provide an annual report to their governing body for approval. According to WI DHS administrative code 140, this annual report will also be submitted to the state for review. Sara highlighted some changes in the annual report this year. Per Sara, the annual report is still aligned with the foundational public health services. However, we made a shift in the order of the report, putting the foundational health capabilities first, followed by the health programs. The administrative section is in the very beginning, and the table of contents is color coded. This year we also created a page about how to use the report and why it's beneficial. Our BOH page was enhanced, listing the Board members and their role. Sara Lornson explained that the financial report is now in the administrative section versus the back page. Per Sara, this report highlighted all our community partnerships and this year we have added a look to the future.

Julie Massey commented on how great it is that the nature of the department is collaborative with community partners. She also was impressed with the city health dashboard. Sara responded that Danielle Teske went through an application process to obtain this database for De Pere. The metrics for this database are continuing to grow. This data is supported by NYU.

Teresa Gulyas asked if the health department was involved with Envision/Bay Area community Council. Sara Lornson responded that she will look into a partnership going forward.

Pamela Gantz made a motion to approve the 2026 health department annual report, seconded by Robyn Lauritsen. Upon vote, the motion passed.

E. Consideration and possible action on the 2026 health department policies and procedures.

|                  |                                                                          |
|------------------|--------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                                                            |
| <b>MOVER:</b>    | Devin Perock                                                             |
| <b>SECONDER:</b> | Pamela Gantz                                                             |
| <b>AYES:</b>     | Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock |
| <b>NAYS:</b>     | None                                                                     |

Sara Lornson reported that the De Pere Health Department policies and procedures are reviewed/revised annually. The table of contents is included in the meeting packet, but not the individual policies. If the Board is interested in reading all the policies, they can be provided to you. Sara explained that there were no major revisions, but there were some additions this year. A communication policy was added. A milk depot policy was added. Also, a developmental screening policy and procedure was added. Sara Lornson explained that the medical director signs off on our standing orders, which was completed.

Devin Perock made a motion to accept the policies and procedures. Pamela Gantz seconded the motion. Upon vote, the motion passed.

F. Director's report May 2026.

Sara Lornson highlighted the WALHDAB \$400,000 regional grant. The next step is to hire staff with those funds. Sara stated that there is a WALHDAB meeting Thursday if anyone is interested in attending.

Sara reported that the health department had a weather radio and preparedness guide giveaway for severe weather awareness week. Preparedness grant funding was used for the purchase of these items. The giveaway received a lot of media attention. We advertised "while supplies last", but there were over 100 people in line and the radios were gone in 29 minutes. Next year we may consider a raffle process instead. Sara added that the health department is hosting a senior safety expo in June at the community center, where we will also be giving away weather radios. Kelly Burke listed the agencies that will be in attendance at the event.

Sara Lornson also highlighted that Danielle Teske is doing a poster presentation regarding social connection at the WPHA WALHDAB conference and is also presenting at the UW Madison Population Health Institute forum. Both presentations are about the work we have done around social connection and the impact it has on health.

Sara reported that Chrystal Woller participates in the Medical College of Wisconsin education session every year where she introduces the new medical students to public health. This year Dr. Ryan Westergaard, the Chief Medical Officer with DHS, accompanied Chrystal as well as Anna Nick, the Brown County Public Health Officer.

G. Communicable disease report Q1.

Sara Lornson reported that there is nothing out of the ordinary with the communicable disease report. Lyme disease seems to rise each year. Chlamydia is always De Pere's most prevalent communicable disease. Sara stated that the health department has planned our 2026-2027 flu clinics. Julie Massey suggested communication about the MMR vaccine for people born between 1965-1967, when the vaccine may have been ineffective.

Pamela Gantz mentioned she has been hearing more about ticks and Lyme this year. Sara mentioned that she has been dispersing tick kits already.

H. Environmental health report Q1.

Sara Lornson reported that January was radon awareness month. In January, we gave away free radon test kits and are still giving away free radon test kits. Brown County Public Health received a grant and has used it to purchase and distribute digital radon tests at the libraries in Brown County which are available for check out, just like a book.

License renewals are going out by May 15th for licensed establishments.

Sara reported that last year De Pere had a code enforcer who assisted with weights & measures since Trista Groth is very busy with Agent Program inspections. The code enforcer resigned, so Chrystal is exploring the feasibility of obtaining outside support and contracting for weights and measures.

I. Program performance dashboard Q1.

Sara Lornson explained that our dashboard has been updated by our intern from last summer. We added 3 measures of the strategies from our updated strategic plan. We monitor this dashboard weekly. Sara created a tracking spreadsheet to reflect on the work we are doing and assigning our work to the appropriate strategic plan strategy. Julie Massey questioned if the staff had any concerns about meeting the department goals. Sara responded that if we fall short on a metric, we will reevaluate at the end of the year. Julie also suggested that we add a notation on the revenue dashboard of when licensing occurs which would assist in understanding when the revenue is expected.

6. OLD BUSINESS

No discussion

7. INFORMATIONAL

8. FUTURE AGENDA ITEMS

Teresa Gulyas would like to see if the Health Department could get involved with Envision. Robyn Lauritsen inquired if the health department was doing helmet fittings with the kids. Sara Lornson responded that the health department just purchased another 200 helmets with grant money. Sara and Danielle will be at CESA head start tomorrow fitting helmets. The health department will also be fitting helmets at Beer Gardens this summer. The health department may also be at Tour De Pere to fit helmets in conjunction with the De Pere Police bike rodeo.

Teresa Gulyas inquired about the Health Department being present at the Beer Gardens and questioned if the health department did anything in regard to the high rate of drinking in the area. Sara explained that Danielle participates with the Brown County Coalition for Change. The Board also mentioned that there are non-alcoholic options at the Beer Gardens, which could potentially be expanded.

9. ADJOURNMENT

|                  |                                                                          |
|------------------|--------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                                                            |
| <b>MOVER:</b>    | Pamela Gantz                                                             |
| <b>SECONDER:</b> | Julie Massey                                                             |
| <b>AYES:</b>     | Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock |
| <b>NAYS:</b>     | None                                                                     |

Pamela Gantz made a motion to adjourn the meeting. Julie Massey seconded the motion.

Upon vote, the meeting adjourned at 6:22 pm

Respectfully submitted,  
Kelly Burke



## City of De Pere, Wisconsin

1.d

### Request for Board of Health Action

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|                        |                                                                                                                                                                                         |
|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                                                                                                                                                                         |
| <b>Department:</b>     | Health                                                                                                                                                                                  |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer                                                                                                                                                |
| <b>Subject:</b>        | Consideration and possible action on the Wisconsin Division of Public Health consolidated contract #155800 (communicable disease control & prevention grant) in the amount of \$3,580.* |
| <b>Recommendation:</b> | Staff recommends approval                                                                                                                                                               |

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#### **Attachments:**

Memo\_155800 Communicable disease contract, 155800\_-\_De\_Pere\_HD\_-\_2026\_DPH\_Consolidated\_C



# CITY OF DE PERE

## MEMO

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To: Board of Health  
From: Chrystal Woller BSN, RN, MBA, Health Director  
Meeting Date: 8/10/2026

Re: Consideration and Possible Action on WI DPH Consolidated Contract #155800 (Communicable Disease Control & Prevention) in the amount of \$3,580.\*

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The De Pere Health Department has received notification of the department's annual communicable disease control and prevention award through WI Department of Health Services in the amount of \$3,580. The Communicable Disease Control and Prevention grant is state appropriated funding intended to support local health departments to conduct disease surveillance, case follow-up, staff development and training, public education and outreach, as well as other infection control measures. This grant amount remained the same as the allocation in 2025.

The budget period for both proposed awards is July 1, 2026-June 30, 2027.

**Wisconsin Department of Health Services  
Contract Centralization Legal Review**

Agreement Number: **435100-G26-DPHCC26-17 M1**

Bureau of Procurement and Contracting (BPC) Review:

- ☐ This agreement requires **Standard** OLC review.
- ☐ This agreement uses a BPC template with Office of Legal Counsel (OLC) approved language and requires **Simple** OLC review.
- ☒ This agreement uses a BPC template with Office of Legal Counsel (OLC) approved language and does **not** require **Additional** OLC review.
- ☐ This agreement uses intergovernmental cooperative purchasing.

Description:

**N/A**

Office of Legal Counsel (OLC) Review and Approval:

- ☐ This agreement has been reviewed for form and approved by the Wisconsin Department of Health Services Office of Legal Counsel.

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Date Signed



**GRANT AGREEMENT MODIFICATION**  
**between the**  
**STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES**  
**And**  
**Depere Dph**  
**for**  
**2026 DPH LPHD Consolidated Contract**

DHS Grant Agreement No.: 435100-G26-DPHCC26-17 M1  
 Agreement Amount: \$3,580  
 Agreement Term Period: 10/1/2025 to 9/30/2027  
 GEARS Pre-Packet No: 4766

DHS Division: Division of Public Health  
 DHS Grant Administrator: Anna Benton  
 DHS Email: [DHSGACMail@dhs.wisconsin.gov](mailto:DHSGACMail@dhs.wisconsin.gov)

Grantee Grant Administrator: Ms Chrystal Woller  
 Grantee Address: 335 S BROADWAY, DE PERE, WI,  
 541152526  
 Grantee Email: [cwoller@deperewi.gov](mailto:cwoller@deperewi.gov)

**Modification Description:** We are adding funding for the Communicable Disease Control and Prevention Program (Profile 155800). Please see attached scope of work. Final reports are due 45 days from the end of the designated contract period for any included profiles.

This is a Modification of an existing Agreement, as specified above. This Modification of Agreement encompasses both Amendments and Addendums to an existing Grant Agreement. This Modification is entered into by and between the State of Wisconsin Department of Health Services (DHS) and the Grantee listed above. With the exception of the terms being modified by this Grant Agreement Modification, ALL OTHER TERMS AND CONDITIONS OF THE EXISTING AGREEMENT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Modification, including any and all attachments herein and the existing agreement, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. DHS and the Grantee acknowledge that they have read the Modification and understand and agree to be bound by the terms and conditions of the existing agreement as modified by this action. This Modification becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

**State of Wisconsin**

**Department of Health Services**

Authorized Representative  
 Name

Title

Signature

Date

**Grantee**

Entity Name

Authorized Representative  
 Name  
 Chrystal Woller

Title  
 Health Officer/Health Department Director

Signature

Date

## CIVIL RIGHTS COMPLIANCE ATTACHMENT

**The Wisconsin Department of Health Services and Grantee agree to the below change to the agreement. The below enumerated agreement revision is hereby incorporated by reference into the agreement and is enforceable as if restated therein in its entirety.**

**Section 10 of the Agreement (“CIVIL RIGHTS COMPLIANCE”) is hereby amended by inserting the following:**

In accordance with the provisions of Section 1557 of the Patient Protection and Affordable Care Act of 2010 (42 U.S.C. § 18116), Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 701 et seq.), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), and regulations implementing these Acts, found at 45 C.F.R. Parts 80, 84, and 91 and 92, the Grantee shall not exclude, deny benefits to, or otherwise discriminate against any person on the basis of sex, race, color, national origin, disability, or age in admission to, participation in, in aid of, or in receipt of services and benefits under any of its programs and activities, and in staff and employee assignments to patients, whether carried out by the Grantee directly or through a Sub-contractor or any other entity with which the Grantee arranges to carry out its programs and activities.

In accordance with the provisions of Section 11 of the Food and Nutrition Act of 2008 (7 U.S.C. § 2020), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 701 et seq.), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.), and Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), and the regulations implementing these Acts, found at 7 C.F.R. Parts 15, 15a, and 15b, and Part 16, 28 C.F.R. Part 35, and 45 C.F.R. Part 91, the Grantee shall not discriminate based on race, color, national origin, sex, religious creed, disability, age, or political beliefs or engage in reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by the United States Department of Agriculture.

### HIGH-RISK IT REVIEW

Pursuant to Wis. Stat. 16.973(13), Contractor is required to submit, via the contracting agency, to the Department of Administration for approval any order or amendment that would change the scope of the contract and have the effect of increasing the contract price. The Department of Administration shall be authorized to review the original contract and the order or amendment to determine whether the work proposed in the order or amendment is within the scope of the original contract and whether the work proposed in the order or amendment is necessary. The Department of Administration may assist the contracting agency in negotiations regarding any change to the original contract price.

GEARS PAYMENT INFORMATION

DHS GEARS STAFF INTERNAL USE ONLY  
GEARS PAYMENT INFORMATION

The information below is used by the DHS Bureau of Fiscal Services, GEARS Unit, to facilitate the processing and recording of payments made under this Agreement.

GEARS Contract year: 2027

|           |              |              |                           |                         |                         |
|-----------|--------------|--------------|---------------------------|-------------------------|-------------------------|
| Agency #: | Agency Name: | Agency Type: | GEARS Contract Start Date | GEARS Contract End Date | Program Total Contract: |
| 472779    | Depere Dph   | 60           | 7/1/2026                  | 6/30/2027               | \$3,580                 |

| Profile ID# | Profile Name             | Profile Note | Profile Current Amount | Profile Change Amount | Profile Total Amount | Funding Controls |
|-------------|--------------------------|--------------|------------------------|-----------------------|----------------------|------------------|
| 155800      | COMM DISEASE CTRL & PREV |              | -                      | \$3,580               | \$3,580              | N/A              |
|             |                          |              |                        |                       | \$3,580              |                  |

Exhibit 1

**DHS internal use**  
Purchase Order ☐  
GEARS ☒

## Scope of Work

Between

De Pere Department of Public Health

and

The Department of Health Services, Division of Public Health (DHS/DPH)

**Communicable Disease Control and Prevention (LHD and Tribal HD)**

## I. PURPOSE AND AUTHORITY

### Program Background and Funding Authority

This agreement is supported by state funds appropriated to DHS for the purpose of supporting and improving communicable disease control and prevention measures.

Funds must be used to support approved program activities consistent with the applicable agreement terms, state requirements, and program objectives.

### Purpose of This Scope of Work

This Scope of Work (SOW) describes activity examples, deliverables, and payment requirements under the Agreement between the Wisconsin Department of Health Services (DHS) and the Subrecipient.

Funding is authorized under Wisconsin § 252.185 and must be used in accordance with applicable state requirements and the terms and conditions of this Agreement.

### Authority and Compliance Requirements

All activities and costs under this SOW must comply with:

- The Agreement between DHS and the Subrecipient
- Wisconsin DHS policies and applicable state law

In the event of a conflict, the Agreement governs.

## II. PERIOD OF PERFORMANCE

Start Date: 7/1/2026

End Date: 6/30/2027

Only costs incurred during this period are eligible for reimbursement. Costs incurred during this period are eligible for reimbursement. Costs incurred prior to the start date or after the end date of the period of performance are not allowable.

Exhibit 1

III. POINT OF CONTACTS

| DHS Contacts                                                                                                  |                              |
|---------------------------------------------------------------------------------------------------------------|------------------------------|
| Name/Contact Info                                                                                             | Role                         |
| Kristi Wehrwein<br><a href="mailto:kristil.wehrwein@dhs.wisconsin.gov">kristil.wehrwein@dhs.wisconsin.gov</a> | Grant Agreement Manager      |
| Subrecipient Contacts                                                                                         |                              |
| Name/Contact Info                                                                                             | Role                         |
| Chrystal Woller<br><a href="mailto:cwoller@deperewi.gov">cwoller@deperewi.gov</a>                             | Contractor – Project Contact |

Each party shall notify the other in writing of any changes to designated contacts.

IV. PROGRAM OBJECTIVE

The purpose of this funding is to support local efforts related to the prevention, detection, and control of communicable diseases in accordance with Wisconsin § 252.185

V. DELIVERABLES AND PERFORMANCE REQUIREMENTS

Deliverables are based on the approved work plan and applicable program requirements. The Subrecipient must complete the activities and submit documentation identified below in accordance with the timelines specified. Deliverables must include sufficient detail to allow DHS to verify completion of activities and compliance with Agreement requirements.

Deliverables below identify the documentation DHS will use to verify completion of those activities.

Program Activities

| Activity Number | Activity Description                                                                                                                                                                                                                                                                                                 |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1               | GEARS Expense Reports                                                                                                                                                                                                                                                                                                |
| 2               | Survey Response –<br><a href="https://survey.alchemer.com/s3/8850852/2026-2027-Financial-Reporting-for-Local-and-Tribal-Health-Agencies-for-Communicable-Disease-Funds">https://survey.alchemer.com/s3/8850852/2026-2027-Financial-Reporting-for-Local-and-Tribal-Health-Agencies-for-Communicable-Disease-Funds</a> |

## Exhibit 1

**Deliverables**

| <b>Deliverable</b> | <b>Activity Number(s)</b> | <b>Supporting Documentation</b>   | <b>Due Date</b> |
|--------------------|---------------------------|-----------------------------------|-----------------|
| Monthly            | 1                         | GEARS expenditure reporting forms | Monthly         |
| Annual             | 2                         | Survey response                   | 8/14/2027       |

**Allowable Activities (Examples)**

Funding may be used for activities including, but not limited to:

- Disease surveillance and investigation
- Outreach and education
- Training and workforce development
- Purchase of equipment to support response activities
- Community awareness and prevention

DHS will review submitted deliverables and supporting documentation to verify completion of activities and compliance with Agreement requirements prior to approving payment or determining continued funding eligibility.

**GEARS:** DHS will conduct post-payment review; costs may be disallowed and recovered.

## VI. BUDGET AND BUDGET LIMITATIONS

Subrecipient must use funds in accordance with the approved budget. Subrecipient shall not exceed the total approved budget.

All costs must:

- Support activities identified in this SOW
- Comply with the allowability standards established in the Agreement
- Be incurred during the period of performance
- Be properly documented

**Unallowable Costs**

Funding may not be used for:

- Meals for trainings or conferences
- Activities not directly related to communicable disease prevention, detection, or response



## Exhibit 1

## VII. PAYMENT METHOD

Payment method will be GEARS reimbursement, as identified in the Agreement.

### **GEARS Reimbursement Payment Method**

The Subrecipient shall submit reimbursement requests through the Grant Enrollment Application and Reporting System (GEARS).

Reimbursement requests must:

- Are governed by the terms of the Agreement.
- Be submitted no later than **thirty (30) days** following the end of the month in which costs were incurred.

Final reimbursement requests must be submitted by **August 14, 2027** following the end of the period of performance.

### **Submission of reimbursement requests does not constitute DHS approval of costs.**

Reimbursement requests must meet the requirements outlined in Section VIII – Invoice and Documentation Requirements.

Failure to submit monthly or complete invoices may result in delayed payment, enhanced monitoring, or other remedies permitted under the Agreement.

## VIII. INVOICE AND DOCUMENTATION REQUIREMENTS

Reimbursement requests must include:

- GEARS Profile Number: 155800 (LHDs) or 65580 (Tribes)
  - Month costs incurred
  - Contract Year (2027)
- Survey Results

The Subrecipient must maintain sufficient source documentation to support all costs charged to this Agreement (e.g., payroll records, time documentation, receipts, contracts, travel support) and provide documentation to DHS upon requests in accordance with the Agreement.

## IX. PAYMENT AUTHORIZATION AND COST ALLOWABILITY

Payment is subject to DHS review and approval in accordance with the Agreement. DHS reserves the right to disallow costs, withhold payment, and require reimbursement of costs determined to be unallowable.

Exhibit 1

## X. MONITORING AND COMPLIANCE

The Subrecipient is responsible for ensuring compliance with all requirements of the Agreement and this Scope of Work.

Subrecipient activities are subject to financial and programmatic monitoring by DHS as described in the Agreement. If deficiencies are identified, DHS may require corrective action in accordance with the Agreement.

## XI. RECORD RETENTION

The Subrecipient must comply with all record retention requirements described in the Agreement and applicable federal and state regulations.

## XII. CLOSEOUT REQUIREMENTS

August 14, 2027 the Subrecipient shall submit all required closeout documentation, including the final financial report, final program report, and final invoice or reimbursement request (if applicable).

## XIII. COST DISALLOWANCE AND RECOVERY

DHS reserves the right to disallow costs and recover funds determined to be unallowable in accordance with the Agreement.

DEPARTMENT OF HEALTH SERVICES  
Division of Enterprise Services  
F-01788 (03/2022)

STATE OF WISCONSIN

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Federal Executive Order (E.O.) 12549 "Debarment" requires that all contractors receiving individual awards, using Federal funds, and all subrecipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: [www.sam.gov](http://www.sam.gov).

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

|                                                     |                                               |             |
|-----------------------------------------------------|-----------------------------------------------|-------------|
| SIGNATURE – Official Authorized to Sign Application |                                               | Date Signed |
| For (Name of Vendor)                                | Unique Entity Identifier (UEI), if applicable |             |

**Certificate Of Completion**

Envelope Id: F7981289-A847-834F-8054-6345BC5DDE18  
Subject: 155800 - De Pere HD - 2026 DPH Consolidated Contract - 435100-G26-DPHCC26-17 M1  
Source Envelope:  
Document Pages: 10  
Certificate Pages: 5  
AutoNav: Enabled  
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Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Sent  
  
Envelope Originator:  
Yvette Smith  
201 East Washington Avenue  
Madison, WI 53703  
yvettea.smith@dhs.wisconsin.gov  
IP Address: 136.226.84.166

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cwoller@deperewi.gov  
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DPH Contracts Shared Account  
Wisconsin Department of Health Services  
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| Sara Lornson<br>slornson@deperewi.gov<br>Security Level: Email, Account Authentication (None)<br><b>Electronic Record and Signature Disclosure:</b><br>Accepted: 3/3/2026 8:01:49 AM<br>ID: dba267ba-4bc0-410c-9827-243bb7cbd108          | COPIED           | Sent: 7/9/2026 8:50:18 AM |
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### **Consequences of changing your mind**

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [DHSCentral@dhs.wisconsin.gov](mailto:DHSCentral@dhs.wisconsin.gov)

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ii. send us an email to [DHSCContractCentral@dhs.wisconsin.gov](mailto:DHSCContractCentral@dhs.wisconsin.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- Until or unless you notify Wisconsin Department of Health Services as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Wisconsin Department of Health Services during the course of your relationship with Wisconsin Department of Health Services.





## City of De Pere, Wisconsin

1.e

### Request for Board of Health Action

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|                        |                                                                                                                                     |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                                                                                                                     |
| <b>Department:</b>     | Health                                                                                                                              |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer                                                                                            |
| <b>Subject:</b>        | Consideration and possible action on a Wisconsin Association of Local Health Departments and Boards (WALHDAB) proposed resolution.* |
| <b>Recommendation:</b> | staff recommends approval                                                                                                           |

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**Attachments:**

Proposed Resolution from WALHDAB, A RESOLUTION TO SUPPORT SUSTAINABLE FUNDING FOR LOCAL PUBLIC HEALTH DEPARTMENTS

# CITY OF DE PERE

## MEMO

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To: Members of the Board of Health  
From: Chrystal Woller BSN, RN, MBA  
Meeting Date: 8/10/2026

Re: Consideration and possible action on a Wisconsin Association of Local Health Departments and Boards (WALHDAB) proposed resolution.\*

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This resolution highlights the significant public health funding gap in Wisconsin, where the state ranks 49th in per-capita GPR support for local public health—a gap that directly affects health departments across the state of Wisconsin. The De Pere Health Department receives \$3,580 in state GPR funding, restricted solely to communicable disease work. The remainder of our budget relies on unpredictable federal pass-through grants and the local tax levy, which now supports 69% of our proposed 2027 budget. This context underscores why securing more stable, flexible state public health funding is essential for maintaining foundational services and ensuring reliable, year-round protection of community health. The original resolution was authored and approved in Wood County and since then, others have passed the resolution and have encouraged others to do the same, including the Wisconsin Counties Association's Health and Human Services Committee.

## **A RESOLUTION TO SUPPORT SUSTAINABLE STATE FUNDING FOR LOCAL PUBLIC HEALTH DEPARTMENTS**

**WHEREAS**, in Wisconsin, local health departments (LHDs) are legally required to provide a core set of public health services under Wisconsin Statutes Chapter 251 and Wisconsin Administrative Code Chapter DHS 140; and

**WHEREAS**, responsibilities of LHDs have expanded significantly in recent years due to emerging public health threats, workforce shortages, and increasing community health needs; and

**WHEREAS**, local health departments rely heavily on a combination of limited state aids, categorical grants, and local property tax levy to fund these mandated services; and

**WHEREAS**, current state funding mechanisms for public health are largely outdated, not indexed to inflation, and do not reflect the true cost of delivering foundational public health services; and

**WHEREAS**, Wisconsin currently ranks 49<sup>th</sup> lowest in state dollars dedicated to public health per person ([https://www.americashealthrankings.org/explore/measures/PH\\_funding](https://www.americashealthrankings.org/explore/measures/PH_funding)); and

**WHEREAS**, Public health initiatives consistently deliver high returns on investment (ROI), with recent data showing a median ROI of 14.3 to 1, often saving \$14 in medical and societal costs for every \$1 spent (<https://www.pew.org/en/research-and-analysis/articles/2025/07/08/public-health-initiatives-deliver-big-returns-on-investment>); and

**WHEREAS**, reliance on short-term, restricted, or competitive grant funding creates instability and limits long-term planning; and

**WHEREAS**, cities and counties bear a disproportionate share of the financial burden for providing foundational public health services, placing additional pressure on local property taxpayers; and

**WHEREAS**, a strong and adequately funded public health system is essential to protect the health, safety, and economic stability of Wisconsin residents and communities;

**NOW, THEREFORE, BE IT RESOLVED** that the City of De Pere Board of Health and Common Council supports continuing to build and retain public health infrastructure through increased and flexible funding; and

**BE IT FURTHER RESOLVED** that such a funding model should:

- Provide increased General Purpose Revenue (GPR) support for local health departments

- Include automatic inflationary adjustments
- Allow for flexible use of funds to meet local needs
- Reduce reliance on short-term, restricted, and/or competitive grants

**BE IT FURTHER RESOLVED** that the State of Wisconsin recognizes public health as a core governmental function and prioritizes sustained investment to ensure consistent service delivery across all jurisdictions; and

**BE IT FURTHER RESOLVED** that City of De Pere requests that the Wisconsin Counties Association and League of Wisconsin Municipalities advocates for policies that reduce the reliance on local property tax levy to fund foundational public health services; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Governor of Wisconsin, members of the Wisconsin State Legislature, the Wisconsin Department of Health Services, and all Wisconsin counties and cities with local public health departments.



## City of De Pere, Wisconsin

1.f

### Request for Board of Health Action

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|                        |                                                          |
|------------------------|----------------------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                                          |
| <b>Department:</b>     | Health                                                   |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer                 |
| <b>Subject:</b>        | Discussion of the draft FY2027 health department budget. |
| <b>Recommendation:</b> | No action. Discussion only                               |

---

#### **Attachments:**

Memo\_2027 Health Department Draft Budget Discussion, 2027 Health Department Budget Narrative\_DRAFT, 2027 Projected Health Department Expenses\_DRAFT, 2027 Projected Health Department Revenue 2027\_DRAFT, Board of Health Budget Narrative\_DRAFT, 2027 Board of Health Expenses\_DRAFT

# CITY OF DE PERE

## MEMO

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To: Members of the Board of Health  
From: Chrystal Woller BSN, RN, MBA  
Date: 8/10/2026

Re: Discussion of the Draft FY2027 Health Department Budget

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Please find the attached 2027 Health Department revenue and expense budget along with the accompanying narrative. I want to highlight the proposed change to the Weights and Measures program, which would allow the Health Department to enter into a shared service agreement for weights and measures in the upcoming budget year.

Since 2024, the Health Department has carefully monitored staffing capacity for the DATCP Agent program. Based on FDA inspection-per-FTE standards, the program has been operating over capacity—23.44% over in 2024 and 21.09% over in 2025. To address this ongoing strain, we have gradually shifted workload by entering into an agreement with Brown County Public Health for Fairgrounds inspections and by having the Deputy Health Officer (DHO) and Health Officer (HO) take on additional responsibilities, including health hazard complaint follow-up and animal bite follow-up.

Even with these adjustments, additional FTE capacity is still needed. Implementing the proposed Weights and Measures shared service agreement would help free up staff time, enabling more capacity for inspecting and licensing retail food, tavern, lodging, recreational and tattoo facilities. This agreement cost would be covered by program revenue.

For the Board of Health expense budget, I am recommending to incorporate into health department expense operations, as it is \$100 and historically has not been spent year over year.

Feedback is welcome and appreciated. This draft will be presented to City Administration in August and will proceed through the City's budget approval process with Finance Committee and City Council thereafter.

## Health Department

***Program Full Time Equivalents: 4.95***

***Program Mission:***

The mission of the Health Department is to promote and protect health & safety, prevent illness & injury and connect with the community to respond to needs with care & compassion. The department collaborates with community members & partners to provide education, deliver trusted services that meet the needs of the community, uphold health standards and advocate for sustainable change that strengthens the health of the community for all.

***List of Program Service(s) Descriptions:***

- 1) *Public Health Education and Nursing* –Promote and protect the health of populations using knowledge from nursing, social, and public health sciences. Apply nursing and public health principles to assess, develop, implement, and evaluate public health programs and services for individuals, families, and the community.
- 2) *Public Health Sanitarian* – Provide environmental health services to ensure the health and safety of the community. Provide weights and measures inspection services as required of municipalities by state statute.

***Existing Program Standards Including Importance to Community:*** Public Health Departments have a fundamental responsibility to provide public health protection and services twenty-four hours a day, seven days a week. The [Foundational Public Health Services Framework](#) describes the unique responsibilities of governmental public health and defines a standard set of services and capabilities including preventing the spread of communicable disease; ensuring food, air, and water quality are safe; supporting maternal and child health; improving access to clinical care services; and preventing chronic disease and injury. The health department provides services/programs tailored to their De Pere's specific needs. Municipal health departments offer local, easy-to-reach support that prevents illness, responds quickly to emerging issues, and helps people connect to the care they need close to home.

***Important Outputs:***

- 1) *Maternal child & family health programming/services* – Activity funded by tax levy and grant funding. Maternal child health programming is *required by state statute*. Services include but are not limited to community planning for coordination of service delivery, education to groups and individuals regarding development and health issues.

- 2) *Chronic disease and injury prevention programming/services*: Activities funded by tax levy and grant funding. The assurance of injury prevention programming *required by state statute*. The benefit to the residents is to ensure the safety of individual children and prevent injuries and fatalities.
- 3) *Communicable Disease Control and Prevention*– This service includes immunization services as well as communicable disease follow up. These activities are funded by tax levy, grants, and fee for service revenue. Childhood immunization programming is *required by state statute*. Communicable disease programming is *required by state statute*.
- 4) *Public Health Preparedness* – This program is funded by grant dollars and tax levy. Preparedness response activities are *required by state statute*. This program benefits the community by ensuring the health department’s ability to respond to urgent public health matters and support the City’s Emergency Response.
- 5) *Community Health Assessment/Improvement Planning* – Time and effort is funded by tax levy and is *required by state statute*. Together with community partners, conduct assessment of leading health data indicators, choose priorities to focus efforts on and develop evidence-based community strategies to achieve measurable outcomes.
- 6) *Resident Complaint Investigation and Resolution* – Activity funded by tax levy. Human health hazards investigation and resolution *required by state statute and city ordinances*.
- 7) *Weights and Measure Inspections* – *Proposing to contract this service out in 2027 with the cost covered by the revenue the program brings in*. Activity funded by program revenue. State statute requires municipalities to permit and inspect all businesses for compliance with weights and measures equipment ensuring consumer protection for weights and measures devices.
- 8) *Establishment Licensing and Inspections (Department of Health Services and Department of Agriculture and Consumer Protection)* – Activity funded by program revenue and tax levy. The agent contract for the City of De Pere provides licensing and inspections for all restaurants, temporary restaurants, hotel/motels, campgrounds, swimming pools, spas, tattoo & body piercing, school kitchens, recreational education camp establishments and temporary/permanent retail establishments.
- 9) *Rabies Prevention and Control* – Activity funded by tax levy and limited grant funds when available. Follow-up is completed on all reported animal bites and exposures as *required by state statute and city ordinance* for the victim of the bite and the offending animal. This includes laboratory analysis services for appropriate specimens based on the most current public health recommendations. Benefit to the community is the protection of potential rabies exposures.
- 10) *Childhood Lead Poisoning Prevention* – Activity funded by grant funding and tax levy. Blood lead levels of children are monitored, and follow-up is provided to all families of children with elevated levels as *required by state statute*. Public education on lead is also provided.
- 11) *Public Health Education* – Activity funded by tax levy and grant funding. Education is provided to residents in a variety of ways including direct mailings to households, monthly articles, city-wide newsletter contributions, social media, up-to-date website, channel 4 contributions, educational presentations in the community, press releases, media interviews and individual education.



- 12) *Radon Testing Program* – Activity is funded by program revenue. Kits are provided to city residents at a nominal fee to allow residents access to test kits and education.

***Expected Outcomes:***

- 1) Avert vaccine preventable disease by monitoring and supporting efforts to maintain/improve vaccine coverage rates in select population cohorts.
- 2) Conduct surveillance, investigation and institute public health control measures for all suspect, probable and confirmed cases of communicable disease within the City of De Pere.
- 3) Prevent illness through the assurance of establishment compliance with food safety, environmental and hygiene standards.

***2026 Program Achievements (July 2025-June 2026):***

- 1) Finalized the department’s Strategic Plan (2025–2030).  
The De Pere Health Department (DPHD) developed a five-year strategic plan with support from Ujima United LLC, using input from community members, partners, and staff through surveys and interviews. The plan centers on three priorities:
  - Community Awareness: Strengthening understanding of “The De Pere Difference” and improving outreach.
  - Data & Technology: Expanding capacity for data use and evidence-based decision-making.
  - Youth Engagement: Elevating youth voices and involvement in community health.
- 2) Proactively communicated important regulatory updates to establishments.  
DPHD’s licensing and inspection staff served on a state review team revising Wis. Admin. Code ATCP 72 (Hotels, Motels, and Tourist Rooming Houses), effective January 25, 2026. The department has communicated these updates to affected establishments and encouraged review of both the updated rule and the ATCP 72 fact sheet.
- 3) Continued critical social connection initiatives.  
The health department continues its *Belonging Begins Here* initiative in response to the U.S. Surgeon General’s 2023 advisory on social isolation. Fall 2025 programming included a “Building Belonging Workshop” at St. Norbert College (SNC), in partnership with SNC Health & Wellness, De Pere Chamber of Commerce, and supported by De Pere Rotary and as well as a Senior Ball event at St. Norbert College (SNC) offering intergenerational connection through music, dance, and conversation.

Partners included SNC Health & Wellness, SNC Music Department, and students. Local social connection efforts were highlighted at the state-level for the emphasis of partnership and innovation.

***2027 Program Goals and Objectives:***

- Strengthen the understanding of “The De Pere Difference” and improving social connection and public health education/outreach (strategic plan objectives).
- Support/elevate youth voices and involvement in community health (strategic plan objectives/maternal child health grant objectives).
- Support new/existing establishments by delivering consistent, high-quality licensing and inspection services. Provide responsive technical assistance, education, proactive and collaborative problem-solving.

***Costs and Benefits of Program and Services:*** The proposed 2027 Health Department total program cost is \$819,721. The local tax levy portion of the budget is projected at \$567,548, with \$252,173 being funded by grants and program revenue (69% tax levy, 31% program revenue, grants). It is estimated that every dollar spent on community prevention saves \$14 in medical and societal costs (Pew Research). Investing early and wisely in both clinical and community preventive services is essential if we are to successfully address the leading causes of death and disability, namely, chronic diseases and their risk factors. Essential public health services ensure the public’s safety. The investment in primary prevention programming and services decreases chronic disease and increases the quality of life for those who live, work and play in the City of De Pere.

***2027 Budget Significant Expenditure Changes:***

- 1) Hourly wages increased \$3,369 due to eligible step increases and cost of living adjustment (COLA)
- 2) Retirement increased \$1,773 due to wage increases and retirement contribution rate increase.
- 3) Health, Dental, DIB, Life & Wks Cmp. Insurance decreased \$12,704 due to an employee dropping off of the city’s plan.
- 4) Seminars and Conferences: Wisconsin Public Health Operations Conference \$650. Wisconsin Public Health Association Conference \$650. Wisconsin Lead/Radon Refresher Course \$300. Specific public health programmatic/ infrastructure workforce development conference registration fees (State/National) will be covered under the associated grants’ scope of work and not funded by tax levy. Professional development for the DATCP Agent Program will be allocated to the specific programmatic expenses.
- 5) Consulting increased \$20,000 due to the need to contract the required weights and measures service reallocating staff time and capacity to license and inspect food, lodging, recreation establishments. *This expense is offset by program revenue.*

- 6) Memberships/Subscriptions: Required Professional Licenses (1 RS, 3 RN) \$240. Other details include Wisconsin Public Health Association \$295, Wisconsin Association of Local Health Departments and Boards (WALHDAB) \$560, Wisconsin Environmental Health Association \$40, Association for Professionals in Infection Control \$220 (covered by grant).
- 7) Mileage reimbursement: decreased \$240 due to decrease in mileage activity related to contracting Weights and Measures.
- 8) Transportation: decreased \$560 due to decreased transportation costs related to contracting Weights and Measures.
- 9) MCH Grant: increased \$2,508 due to an aligned projected increase in grant fund revenue.
- 10) Weights and Measures: decreased \$3,000 due to proposed contract for this service. Expenses are covered in the consulting line item.
- 11) Immunization Outreach Grant: decreased \$2,829 due to a projected decrease in grant fund revenue.
- 12) Public Health Infrastructure: increased \$22,362 due to an aligned increase/carryover in grant fund revenue.
- 13) Preparedness Grant: increased \$10,058 due to an aligned increase in grant fund revenue.

**City of De Pere  
2027 General Fund  
Adopted Budget**

**EXPENDITURES**

| Account Title                    |       |     | 2025<br>Year End<br>Actual              | 2026<br>Adopted<br>Budget | 2026<br>Current<br>Budget | 2026<br>6 mos<br>Actual | 2026<br>Year End<br>Estimate | 2027<br>Dept Head<br>Proposed | 2027 / 2026<br>Budget<br>% Of Change |
|----------------------------------|-------|-----|-----------------------------------------|---------------------------|---------------------------|-------------------------|------------------------------|-------------------------------|--------------------------------------|
| <b>HEALTH DEPARTMENT</b>         |       |     |                                         |                           |                           |                         |                              |                               |                                      |
| Account Number PERSONAL SERVICES |       |     |                                         |                           |                           |                         |                              |                               |                                      |
| 100                              | 54100 | 110 | Salaries                                | \$ 390,815                | \$ 400,287                | \$ 400,287              | \$ 189,805                   | \$ 400,287                    | \$ 418,188 4.47%                     |
| 100                              | 54100 | 120 | Hourly Wages                            | 58,416                    | 61,194                    | 61,194                  | 28,693                       | 61,194                        | 64,563 5.51%                         |
| 100                              | 54100 | 125 | Overtime Wages                          | 0                         | 0                         | 0                       | 0                            | 0                             | 0 0.00%                              |
| 100                              | 54100 | 126 | Seasonal Labor                          | 11,475                    | 12,140                    | 12,140                  | 3,306                        | 12,140                        | 12,140 0.00%                         |
| 100                              | 54100 | 150 | FICA                                    | 33,443                    | 35,479                    | 35,479                  | 16,242                       | 35,479                        | 37,106 4.59%                         |
| 100                              | 54100 | 151 | Retirement                              | 31,231                    | 33,227                    | 33,227                  | 15,732                       | 33,227                        | 34,999 5.34%                         |
| 100                              | 54100 | 152 | Health, Dental, DIB, Life & Wks Cmp Ins | 111,266                   | 109,678                   | 109,678                 | 62,066                       |                               | 96,974 -11.58%                       |
| 100                              | 54100 | 190 | Training                                | 0                         | 0                         | 0                       | 0                            |                               | 0 0.00%                              |
|                                  |       |     | <b>Subtotal</b>                         | <b>636,647</b>            | <b>652,005</b>            | <b>652,005</b>          | <b>315,844</b>               | <b>542,327</b>                | <b>663,971 1.84%</b>                 |
|                                  |       |     |                                         |                           |                           |                         |                              |                               |                                      |
|                                  |       |     | CONTRACTUAL SERVICES                    |                           |                           |                         |                              |                               |                                      |
| 100                              | 54100 | 210 | Telephone                               | (155)                     | 0                         | 0                       | 0                            | -                             | - 0.00%                              |
| 100                              | 54100 | 212 | Seminars and Conferences                | 1,011                     | 1,600                     | 1,600                   | 1,307                        | 1,600                         | 1,600 0.00%                          |
| 100                              | 54100 | 215 | Consulting                              | 0                         | 0                         | 0                       | 0                            | 0                             | 20,000 100.00%                       |
| 100                              | 54100 | 218 | Cell/Radio                              | 936                       | 835                       | 835                     | 329                          | 835                           | 835 0.00%                            |
| 100                              | 54100 | 240 | Equipment Maintenance                   | 1,538                     | 800                       | 800                     | 0                            | 800                           | 800 0.00%                            |
|                                  |       |     | <b>Subtotal</b>                         | <b>3,330</b>              | <b>3,235</b>              | <b>3,235</b>            | <b>1,636</b>                 | <b>3,235</b>                  | <b>23,235 618.24%</b>                |
|                                  |       |     |                                         |                           |                           |                         |                              |                               |                                      |
|                                  |       |     | SUPPLIES AND EXPENSE                    |                           |                           |                         |                              |                               |                                      |
| 100                              | 54100 | 310 | Office Supplies                         | 1,912                     | 2,600                     | 2,600                   | 331                          | 2,600                         | 2,600 0.00%                          |
| 100                              | 54100 | 320 | Memberships/Subscriptions               | 1,250                     | 1,135                     | 1,135                   | 236                          | 1,135                         | 1,135 0.00%                          |
| 100                              | 54100 | 324 | Medical Supplies                        | 5,248                     | 5,200                     | 5,200                   | 636                          | 5,200                         | 5,200 0.00%                          |
| 100                              | 54100 | 330 | Mileage Reimbursement                   | 611                       | 1,040                     | 1,040                   | 363                          | 800                           | 800 -23.08%                          |
| 100                              | 54100 | 331 | Transportation                          | 448                       | 1,560                     | 1,560                   | 183                          | 1,000                         | 1,000 -35.90%                        |
| 100                              | 54100 | 351 | MCH Grant                               | 7,368                     | 7,413                     | 7,413                   | 3,926                        | 9,921                         | 9,921 33.83%                         |
| 100                              | 54100 | 352 | MCH Match                               | 0                         | 0                         | 0                       | 0                            | 0                             | 0 0.00%                              |
| 100                              | 54100 | 353 | Weights and Measures                    | 1,476                     | 3,000                     | 3,000                   | 130                          | 500                           | 0 -100.00%                           |
| 100                              | 54100 | 354 | Childhood Lead Grant                    | 2,106                     | 2,161                     | 2,161                   | 0                            | 2,161                         | 2,161 0.00%                          |
| 100                              | 54100 | 355 | Immunization Outreach Grant             | 3,765                     | 8,310                     | 8,310                   | 7,321                        | 8,310                         | 5,481 -34.04%                        |
| 100                              | 54100 | 356 | Public Health Infrastructure            | 17,271                    | 35,267                    | 35,267                  | 2,749                        | 25,000                        | 57,629 63.41%                        |
| 100                              | 54100 | 357 | COVID                                   | 0                         | 0                         | 0                       | 0                            | 0                             | 0 0.00%                              |

City of De Pere  
2027 General Fund  
Adopted Budget

**EXPENDITURES**

| Account Title            |       |     |                               | 2025<br>Year End<br>Actual | 2026<br>Adopted<br>Budget | 2026<br>Current<br>Budget | 2026<br>6 mos<br>Actual | 2026<br>Year End<br>Estimate | 2027<br>Dept Head<br>Proposed | 2027 / 2026<br>Budget<br>% Of Change |
|--------------------------|-------|-----|-------------------------------|----------------------------|---------------------------|---------------------------|-------------------------|------------------------------|-------------------------------|--------------------------------------|
| <b>HEALTH DEPARTMENT</b> |       |     |                               |                            |                           |                           |                         |                              |                               |                                      |
| 100                      | 54100 | 358 | Preparedness Grant            | 11,345                     | 25,276                    | 25,276                    | 18,417                  | 35,131                       | 35,334                        | 39.79%                               |
| 100                      | 54100 | 359 | Prevention Grant              | 3,787                      | 4,374                     | 4,374                     | 2,746                   | 4,374                        | 4,374                         | 0.00%                                |
| 100                      | 54100 | 360 | Communicable Disease Grant    | 3,650                      | 3,570                     | 3,570                     | 2,002                   | 3,580                        | 3,580                         | 0.28%                                |
| 100                      | 54100 | 361 | Agent Program Surplus         | 0                          | 0                         | 0                         | 0                       | 0                            | 0                             | 0.00%                                |
| 100                      | 54100 | 362 | Agent Program                 | 3,811                      | 3,300                     | 3,300                     | 449                     | 3,300                        | 3,300                         | 0.00%                                |
| 100                      | 54100 | 363 | COVID Immunization/VFC        | 9,959                      | 0                         | 0                         | 0                       | 0                            | 0                             | 0.00%                                |
| 100                      | 54100 | 364 | COVID Public Health Workforce | 0                          | 0                         | 0                         | 0                       | 0                            | 0                             | 0.00%                                |
| 100                      | 54100 | 365 | COVID ARPA                    | 9,136                      | 0                         | 0                         | 0                       | 0                            | 0                             | 0.00%                                |
| 100                      | 54100 | 370 | Leaf Grant                    | 0                          | 0                         | 0                         | 0                       | 0                            | 0                             | 0.00%                                |
|                          |       |     | <b>Subtotal</b>               | <b>83,142</b>              | <b>104,206</b>            | <b>104,206</b>            | <b>39,489</b>           | <b>103,012</b>               | <b>132,515</b>                | <b>27.17%</b>                        |
|                          |       |     |                               |                            |                           |                           |                         |                              |                               |                                      |
|                          |       |     | CAPITAL OUTLAY                |                            |                           |                           |                         |                              |                               |                                      |
| 100                      | 54100 | 810 | Capital Equipment             | 0                          | 0                         | 0                         | 0                       | 0                            | 0                             | 0.00%                                |
|                          |       |     | <b>Subtotal</b>               | <b>0</b>                   | <b>0</b>                  | <b>0</b>                  | <b>0</b>                | <b>0</b>                     | <b>0</b>                      | <b>0.00%</b>                         |
|                          |       |     |                               |                            |                           |                           |                         |                              |                               |                                      |

**City of De Pere  
2027 General Fund  
Adopted Budget**

|                                     | <b>2025<br/>Year End</b> | <b>2026<br/>Adopted</b> | <b>2026<br/>Current</b> | <b>2026<br/>6 mos</b> | <b>2026<br/>Year End</b> | <b>2027<br/>Dept Head</b> | <b>2027 / 2026<br/>Budget<br/>% of<br/>Change</b> |
|-------------------------------------|--------------------------|-------------------------|-------------------------|-----------------------|--------------------------|---------------------------|---------------------------------------------------|
| <b>Account Title</b>                | <b>Actual</b>            | <b>Budget</b>           | <b>Budget</b>           | <b>Actual</b>         | <b>Estimate</b>          | <b>Proposed</b>           |                                                   |
| <b>TAXES</b>                        |                          |                         |                         |                       |                          |                           |                                                   |
| General Property                    | \$ 10,818,150            | \$ 10,564,461           | \$ 10,564,461           | \$ 10,564,459         |                          |                           | 0.00%                                             |
| Omitted Taxes                       | 0                        | 0                       | 0                       | 476                   |                          |                           |                                                   |
| Mobile Home Fees                    | 6,038                    | 6,000                   | 6,000                   | 3,470                 |                          |                           | 0.00%                                             |
| Payments in Lieu of Taxes           | 1,368                    | 1,350                   | 1,350                   | 1,436                 |                          |                           | 0.00%                                             |
| Sales and Use                       | 348                      | 0                       | 0                       | 0                     |                          |                           | 0.00%                                             |
| Public Accommodations               | 16,785                   | 15,500                  | 15,500                  | 6,676                 |                          |                           | 0.00%                                             |
| Retained Sales Tax                  | 250                      | 215                     | 215                     | 67                    |                          |                           | 0.00%                                             |
| From Municipal Water Utility        | 505,729                  | 450,000                 | 450,000                 | 0                     |                          |                           | 0.00%                                             |
| Housing Authority                   | 42,167                   | 42,000                  | 42,000                  | 43,158                |                          |                           | 0.00%                                             |
| Interest Penalties & Taxes          | 555                      | 0                       | 0                       | 0                     |                          |                           | 0.00%                                             |
| Interest Penalties Specials & Deeds | 8,708                    | 7,500                   | 7,500                   | 4,634                 |                          |                           | 0.00%                                             |
| <b>Subtotal</b>                     | <b>11,400,097</b>        | <b>11,087,026</b>       | <b>11,087,026</b>       | <b>10,624,375</b>     | <b>-</b>                 | <b>-</b>                  | <b>0.00%</b>                                      |

0.00%

**INTERGOVERNMENTAL REVENUE**

|                                                |           |           |           |         |  |  |       |
|------------------------------------------------|-----------|-----------|-----------|---------|--|--|-------|
| State Shared Revenue                           | 2,100,927 | 2,158,111 | 2,158,111 | 0       |  |  | 0.00% |
| State Shared Revenue - Expenditure Restraint   | 126,375   | 117,676   | 117,676   | 0       |  |  | 0.00% |
| Personal Property Aid                          | 314,733   | 314,733   | 314,733   | 314,733 |  |  | 0.00% |
| State Fire Insurance                           | 157,386   | 155,000   | 155,000   | 0       |  |  | 0.00% |
| Other State Shared Taxes - Exempt Computer Aid | 84,592    | 84,592    | 84,592    | 0       |  |  | 0.00% |
| State Grants                                   | 6,000     | 100,000   | 100,000   | 0       |  |  | 0.00% |
| Law Enforcement                                | 4,034     | 0         | 0         | 3,345   |  |  | 0.00% |

|                                   |                  |                  |                  |                  |               |                |                |
|-----------------------------------|------------------|------------------|------------------|------------------|---------------|----------------|----------------|
| Police Misc Grants                | 13,852           | 0                | 0                | 3,884            |               |                | 0.00%          |
| Rescue EMS Act 102                | 265,689          | 15,000           | 15,000           | 0                |               |                | 0.00%          |
| State Aid for Police Training     | 12,065           | 12,160           | 12,160           | 0                |               |                | 0.00%          |
| State Aid for Connecting Highways | 103,200          | 103,394          | 103,394          | 51,697           |               |                | 0.00%          |
| General Transportation Aids       | 1,603,631        | 1,677,604        | 1,677,604        | 838,306          |               |                | 0.00%          |
| State Recycling Grants            | 97,724           | 97,724           | 97,724           | 97,723           |               |                | 0.00%          |
| Health Matching Grant             | 62,400           | 51,104           | 51,104           | 19,987           | 53,556        | 60,851         | 19.07%         |
| COVID 19 Grants                   | 23,875           | 0                | 0                | 0                | -             | 0              | 0.00%          |
| State Misc Grants                 | 29,704           | 35,267           | 35,267           | 5,381            | 25,000        | 57,629         | 63.41%         |
| Other State Payments              | 0                | 0                | 0                | 0                | 0             | 0              | 0.00%          |
| <b>Subtotal</b>                   | <b>5,006,189</b> | <b>4,922,365</b> | <b>4,922,365</b> | <b>1,335,057</b> | <b>78,556</b> | <b>118,480</b> | <b>-97.59%</b> |

#### LICENSES AND PERMITS

|                                    |         |         |         |         |         |         |       |
|------------------------------------|---------|---------|---------|---------|---------|---------|-------|
| Liquor and Malt Beverage Licenses  | 33,265  | 34,000  | 34,000  | 34,529  |         |         | 0.00% |
| Operator's Licenses                | 7,823   | 20,000  | 20,000  | 21,137  |         |         | 0.00% |
| Cigarette Licenses                 | 2,500   | 2,500   | 2,500   | 2,000   |         |         | 0.00% |
| Food & Beverage Licenses           | 121,221 | 106,000 | 106,000 | 104,363 | 111,000 | 111,000 | 4.72% |
| Cable Television Franchise License | 77,188  | 0       | 0       | 0       |         |         | 0.00% |
| Other Permits and Fees             | 10,412  | 11,000  | 11,000  | 8,770   |         |         | 0.00% |
| Dog License                        | 4,861   | 5,760   | 5,760   | 5,332   |         |         | 0.00% |
| Building Permits                   | 255,798 | 357,000 | 357,000 | 134,750 |         |         | 0.00% |
| Commercial Permit Review           | 9,750   | 15,300  | 15,300  | 4,800   |         |         | 0.00% |
| Flood Plain/Zoning Letters         | 0       | 255     | 255     | 525     |         |         | 0.00% |
| Sanitary Sewer Excavation          | 15,875  | 15,300  | 15,300  | 6,775   |         |         | 0.00% |
| Electrical Permits                 | 137,669 | 102,000 | 102,000 | 52,386  |         |         | 0.00% |
| Plumbing Permits                   | 63,224  | 61,200  | 61,200  | 33,079  |         |         | 0.00% |
| HVAC Permits                       | 62,693  | 117,300 | 117,300 | 60,332  |         |         | 0.00% |
| Zoning Permits and Fees            | 7,275   | 15,300  | 15,300  | 2,475   |         |         | 0.00% |

|                    |                |                |                |                |                |                |                |
|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| CSM/Plat Reviews   | 20,802         | 15,300         | 15,300         | 8,725          |                |                | 0.00%          |
| Excavation Permits | 79,598         | 45,900         | 45,900         | 24,116         |                |                | 0.00%          |
| <b>Subtotal</b>    | <b>909,954</b> | <b>924,115</b> | <b>924,115</b> | <b>504,095</b> | <b>111,000</b> | <b>111,000</b> | <b>-87.99%</b> |

#### FINES AND FORFEITURES

|                                     |                |                |                |               |          |          |              |
|-------------------------------------|----------------|----------------|----------------|---------------|----------|----------|--------------|
| City Share of Fines and Forfeitures | 0              | 0              | 0              | 0             |          |          | 0.00%        |
| Court Penalties and Costs           | 114,087        | 176,000        | 176,000        | 57,510        |          |          | 0.00%        |
| Parking Violations                  | 23,843         | 24,600         | 24,600         | 25,245        |          |          | 0.00%        |
| <b>Subtotal</b>                     | <b>137,929</b> | <b>200,600</b> | <b>200,600</b> | <b>82,755</b> | <b>0</b> | <b>-</b> | <b>0.00%</b> |

#### PUBLIC CHARGES FOR SERVICE

|                           |           |           |           |         |        |        |       |
|---------------------------|-----------|-----------|-----------|---------|--------|--------|-------|
| General Government        | 345       | 0         | 0         | 0       |        |        | 0.00% |
| Clerk-Passports           | 4,087     | 3,150     | 3,150     | 1,221   |        |        | 0.00% |
| Clerk's Office Admin Fees | 10,400    | 10,000    | 10,000    | 2,440   |        |        | 0.00% |
| Letters of No Specials    | 25,770    | 25,000    | 25,000    | 12,060  |        |        | 0.00% |
| License Publication Fees  | 1,152     | 1,500     | 1,500     | 1,650   |        |        | 0.00% |
| Police Alarm Monitoring   | 7,325     | 6,120     | 6,120     | 2,255   |        |        | 0.00% |
| Police Department Fees    | 5,076     | 1,500     | 1,500     | 3,298   |        |        | 0.00% |
| Background Checks         | 1,533     | 1,020     | 1,020     | 692     |        |        | 0.00% |
| Police OT Reimbursements  | 24,931    | 0         | 0         | 11,880  |        |        | 0.00% |
| Police Fingerprints       | 1,175     | 857       | 857       | 575     |        |        | 0.00% |
| Fire OT Reimbursements    | 3,263     | 0         | 0         | 2,888   |        |        | 0.00% |
| Ambulance Fees            | 1,646,853 | 1,250,000 | 1,250,000 | 439,377 |        |        | 0.00% |
| Street Department Revenue | 80,074    | 68,000    | 68,000    | 80,466  |        |        | 0.00% |
| Garbage & Recycling Fees  | 22,403    | 25,000    | 25,000    | 22,487  |        |        | 0.00% |
| Snow Removal Charges      | 547       | 1,000     | 1,000     | 363     |        |        | 0.00% |
| Parking Permits           | 0         | 0         | 0         | 0       |        |        | 0.00% |
| Weed & Nuisance Control   | 255       | 0         | 0         | 0       |        |        | 0.00% |
| Recycling Containers      | 8,050     | 7,000     | 7,000     | 4,313   |        |        | 0.00% |
| Public Health Revenue     | 755       | 420       | 420       | 160     | 420    | 420    | 0.00% |
| Weights & Measures Fees   | 21,442    | 21,400    | 21,400    | 18,089  | 21,000 | 22,273 | 4.08% |
| Animal Control            | 63        | 0         | 0         | 0       |        |        | 0.00% |
| Recreation Programs       | 461,896   | 467,112   | 467,112   | 303,095 |        |        | 0.00% |
| Recreation                | 17,560    | 17,600    | 17,600    | 0       |        |        | 0.00% |
| Concessions               | 0         | 0         | 0         | 0       |        |        | 0.00% |
| Swimming                  | 0         | 0         | 0         | 0       |        |        | 0.00% |
| Season Pass               | 0         | 0         | 0         | 0       |        |        | 0.00% |
| General Admission         | 0         | 0         | 0         | 0       |        |        | 0.00% |
| Swim Lessons              | 0         | 0         | 0         | 0       |        |        | 0.00% |



|                               |                  |                  |                  |                  |               |               |                |
|-------------------------------|------------------|------------------|------------------|------------------|---------------|---------------|----------------|
| Syble Hopp Aquatics           | 0                | 0                | 0                | 0                |               |               | 0.00%          |
| Forestry                      | 36,465           | 11,000           | 11,000           | 5,929            |               |               | 0.00%          |
| Memorial Benches              | 13,020           | 12,450           | 12,450           | 3,907            |               |               | 0.00%          |
| Community Center              | 68,361           | 68,415           | 68,415           | 36,249           |               |               | 0.00%          |
| Programs-Financial Assistance | 0                | 6,500            | 6,500            | 0                |               |               | 0.00%          |
| Athletic Facility Fees        | 44,291           | 33,660           | 33,660           | 31,742           |               |               | 0.00%          |
| Daily Boat Fees               | 49,018           | 55,000           | 55,000           | 28,014           |               |               | 0.00%          |
| Season Boat Fees              | 27,522           | 29,000           | 29,000           | 2,605            |               |               | 0.00%          |
| Beer Gardens                  | 44,209           | 50,464           | 50,464           | 37,156           |               |               | 0.00%          |
| Holiday Lights                | 0                | 12,000           | 12,000           | 0                |               |               | 0.00%          |
| Ambulance Fees From Townships | 292,215          | 332,068          | 332,068          | 166,633          |               |               | 0.00%          |
| Engineering Fees              | 35,459           | 700,000          | 700,000          | 0                |               |               | 0.00%          |
| Copies Maps Blueprints        | 2,452            | 600              | 600              | 418              |               |               | 0.00%          |
| Sundry                        | 111              | 0                | 0                | 0                |               |               | 0.00%          |
| Retiree Insurance Admin Fee   | 751              | 450              | 450              | 1,122            |               |               | 0.00%          |
| <b>Subtotal</b>               | <b>2,958,829</b> | <b>3,218,286</b> | <b>3,218,286</b> | <b>1,221,083</b> | <b>21,420</b> | <b>22,693</b> | <b>-99.29%</b> |

#### INTERGOVERNMENTAL CHARGES FOR SERVICE

|                                     |                |                |                |                |          |          |              |
|-------------------------------------|----------------|----------------|----------------|----------------|----------|----------|--------------|
| Crossing Guard Hours                | 16,835         | 18,939         | 18,939         | 8,901          |          |          | 0.00%        |
| Payment for School Resource Officer | 345,737        | 326,735        | 326,735        | 179,036        |          |          | 0.00%        |
| Brown County DTF Officer            | 120,000        | 120,000        | 120,000        | 0              |          |          | 0.00%        |
| Data Processing Charges             | 17,588         | 18,116         | 18,116         | 0              |          |          | 0.00%        |
| TID Admin Allocation                | 123,500        | 123,500        | 123,500        | 0              |          |          | 0.00%        |
| Equipment Rental                    | 34,445         | 35,478         | 35,478         | 0              |          |          | 0.00%        |
| Space Rentals                       | 60,230         | 61,300         | 61,300         | 21,965         |          |          | 0.00%        |
| Ice Arena Rent                      | 51,872         | 0              | 0              | 23,946         |          |          | 0.00%        |
| <b>Subtotal</b>                     | <b>770,206</b> | <b>704,068</b> | <b>704,068</b> | <b>233,848</b> | <b>0</b> | <b>-</b> | <b>0.00%</b> |

#### MISCELLANEOUS REVENUES

|                                                |           |           |           |           |  |  |       |
|------------------------------------------------|-----------|-----------|-----------|-----------|--|--|-------|
| Interest On Investments                        | 2,581,658 | 2,000,000 | 2,000,000 | 1,229,705 |  |  | 0.00% |
| Rents & Leases                                 | 811       | 1,012     | 1,012     | 0         |  |  | 0.00% |
| Farm Leases                                    | 1,815     | 0         | 0         | 0         |  |  | 0.00% |
| Residential Lease                              | 0         | 0         | 0         | 0         |  |  | 0.00% |
| Property Sales                                 | 22,810    | 50,000    | 50,000    | 1,800     |  |  | 0.00% |
| Refuse Garbage Equipment & Property            | 11,257    | 10,000    | 10,000    | 5,340     |  |  | 0.00% |
| Other                                          | 60,269    | 0         | 0         | 12,000    |  |  | 0.00% |
| Insurance Recovery Police Equipment & Property | 0         | 0         | 0         | 47,606    |  |  | 0.00% |

|                                                |                  |                  |                  |                  |          |          |              |
|------------------------------------------------|------------------|------------------|------------------|------------------|----------|----------|--------------|
| Insurance Recovery Street Equipment & Property | 0                | 0                | 0                | 0                |          |          | 0.00%        |
| Insurance Recovery Other Equipment & Property  | 1,000            | 0                | 0                | 0                |          |          | 0.00%        |
| Donations                                      | 0                | 0                | 0                | 0                |          |          | 0.00%        |
| Police Programs                                | 2,454            | 0                | 0                | 296              |          |          | 0.00%        |
| K-9 Expenses and Donations                     | (858)            | 0                | 0                | (5,908)          |          |          | 0.00%        |
| Park and Rec                                   | 5,035            | 0                | 0                | (4,962)          |          |          | 0.00%        |
| Holiday Light Show Donations                   | 12,975           | 0                | 0                | 5,000            |          |          | 0.00%        |
| Fire & Rescue                                  | (368)            | 0                | 0                | 2,500            |          |          | 0.00%        |
| Support Dog Revenue                            | 228              | 0                | 0                | 0                |          |          | 0.00%        |
| Other                                          | 4,276            | 0                | 0                | 0                |          |          | 0.00%        |
| Sale of General Fixed Assets                   | 0                | 0                | 0                | 1,500            |          |          | 0.00%        |
| <b>Subtotal</b>                                | <b>2,703,362</b> | <b>2,061,012</b> | <b>2,061,012</b> | <b>1,294,876</b> | <b>0</b> | <b>0</b> | <b>0.00%</b> |

#### OTHER FINANCING SOURCES

|                                               |                |                |                |          |          |          |              |
|-----------------------------------------------|----------------|----------------|----------------|----------|----------|----------|--------------|
| Proceeds From Long Term Notes                 | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| Installment Contracts                         | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| State Trust Fund Loans                        | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| Transfer From Special Fund                    | 250,000        | 250,000        | 250,000        | 0        |          |          | 0.00%        |
| Transfer From TID #9                          | 11,400         | 11,400         | 11,400         | 0        |          |          | 0.00%        |
| Transfer From TID #6-#17                      | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| Transfer From Capital Projects Fund           | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| Transfer From Enterprise Fund (Water Utility) | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| Transfer From Enterprise Fund (Wastewater)    | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| Transfer From Parkland Dedication Fund        | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| OT In                                         | 0              | 0              | 0              | 0        |          |          | 0.00%        |
| <b>Subtotal</b>                               | <b>261,400</b> | <b>261,400</b> | <b>261,400</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0.00%</b> |

|                                    |                   |                   |                   |                   |                |                |                |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|----------------|----------------|----------------|
| <b>TOTAL GENERAL FUND REVENUES</b> | <b>24,147,966</b> | <b>23,378,872</b> | <b>23,378,872</b> | <b>15,296,088</b> | <b>210,976</b> | <b>252,173</b> | <b>-98.92%</b> |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|----------------|----------------|----------------|

|                       |   |         |         |   |   |   |       |
|-----------------------|---|---------|---------|---|---|---|-------|
| Fund Balances Applied | 0 | 418,261 | 418,261 | 0 | 0 | 0 | 0.00% |
|-----------------------|---|---------|---------|---|---|---|-------|

|                                    |                      |                      |                      |                      |                   |                   |                |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|-------------------|-------------------|----------------|
| <b>TOTAL GENERAL FUND REVENUES</b> | <b>\$ 24,147,966</b> | <b>\$ 23,797,133</b> | <b>\$ 23,797,133</b> | <b>\$ 15,296,088</b> | <b>\$ 210,976</b> | <b>\$ 252,173</b> | <b>-98.94%</b> |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|-------------------|-------------------|----------------|

## **Board of Health**

***Program Full Time Equivalents: 0***

***Program Mission:***

The Board of Health promotes and protects the health of all De Pere residents through assessment, advocacy, and policy recommendations to the Common Council supporting a healthy environment and a strong public health system for the De Pere community.

***List of Program Service(s) Descriptions:***

- 1) *Medical Advisor* – Provides medical orders and advisement to the Health Officer and staff.
- 2) *Assurance* – Assure that measures are taken to provide an environment in which individuals can be healthy, and services and programs meet the public health needs of the community.
- 3) *Policy Development* – Regularly review and advocate for local policies and the provision of reasonable and necessary public health services.

***Existing Program Standards Including Importance to Community:***

Conduct at least quarterly meetings of the Board of Health. Frequent and regularly scheduled meetings are not only required by state statute but allow for regular community involvement and required actions of the board.

***Expected Outcomes:***

- 1) Maintain or increase the health of community members by assuring the provision of public health services according to Wisconsin State Statute, standing orders and established department policy and procedures.
- 2) Maintain or increase the number of public health services provided to the community at the lowest possible cost.

***2026 Program Achievements (July 2025-June 2026):***

The Board of Health has been very supportive and involved during the department's strategic planning process. The Board of Health has also supported multiple agreements improving department operations/efficiencies. Board of Health members are also actively engaged in Wisconsin Association of Local Health Departments and Boards (WALHDAB).

### ***2027 Program Goals and Objectives:***

These goal/objectives are expected outcomes and do not change from year to year. For this reason, I am recommending these outputs be incorporated into annual health department processes.

- 1) Conduct an annual review of health department agency's policy and procedures by May of each year.
- 2) Recommend at least one health policy to the City Council for consideration/adoption.

### ***Costs and Benefits of Program and Services:***

The Board of Health is a volunteer committee that recommends action to the Common Council. Benefits to the community are outlined by statute to ensure that local health officers take measures to provide an environment in which individuals can be healthy.

### ***2027 Budget Significant Expenditure Changes:***

- 1) Training is reduced by \$100. Trainings are typically offered at no charge and/or online for Board of Health members. This was historically in place to cover the cost of lunch for those Board of Health members who sought meal reimbursement when attending regional meetings. Regional meetings do not have lunch costs any longer. If any applicable training has a cost associated, board of health members could coordinate with Health Officer to cover the cost within the health department budget as funds are available for that purpose.

City of De Pere  
2027 General Fund  
Adopted Budget

EXPENDITURES

|                 |       |     | 2025              | 2026    | 2026    | 2026   | 2026     | 2027      | 2027 / 2026 |          |
|-----------------|-------|-----|-------------------|---------|---------|--------|----------|-----------|-------------|----------|
| Account Title   |       |     | Year End          | Adopted | Current | 6 mos  | Year End | Dept Head | Budget      |          |
|                 |       |     | Actual            | Budget  | Budget  | Actual | Estimate | Proposed  | % Of Change |          |
| BOARD OF HEALTH |       |     |                   |         |         |        |          |           |             |          |
| Account Number  |       |     | PERSONAL SERVICES |         |         |        |          |           |             |          |
| 100             | 54110 | 190 | Training          | \$ 0    | \$ 100  | \$ 100 | \$ 0     | \$ -      | \$ -        | -100.00% |
|                 |       |     | Subtotal          | 0       | 100     | 100    | 0        | 0         | 0           | -100.00% |
|                 |       |     |                   |         |         |        |          |           |             |          |
|                 |       |     |                   |         |         |        |          |           |             |          |
|                 |       |     | TOTAL             | \$ 0    | \$ 100  | \$ 100 | \$ 0     | \$ 0      | \$ 0        | -100.00% |



## City of De Pere, Wisconsin

1.g

### Request for Board of Health Action

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|                        |                                          |
|------------------------|------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                          |
| <b>Department:</b>     | Health                                   |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer |
| <b>Subject:</b>        | Dashboard results Q2.                    |
| <b>Recommendation:</b> | No action. Discussion only               |

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#### **Attachments:**

Dashboard memo 8.2026, DPHD Performance Management Dashboard for BOH

# CITY OF DE PERE

## MEMO

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To: Members of the Board of Health  
From: Chrystal Woller BSN, RN, MBA  
Date: 8/11/2026

Re: Q2 Dashboard results (April-June)

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The purpose of a Performance Management and Quality Improvement System is to provide a framework to guide program performance management (PM) and quality improvement (QI) activities at the City of De Pere Health Department. Effective performance management allows for monitoring of important trends in data related to the Department's systems, services, and processes, allowing for outcomes and improvements to be made and tracked over time related to efficiency, effectiveness, and resource allocation.

Key performance indicators, overall, are on track. Staff continue to monitor the uptake of the fall prevention programming uptake and focus more on group education opportunities in lieu of home visits. Also, the percentage of two-year-olds with primary vaccination series completed decreased in the 2<sup>nd</sup> quarter. The department continues to find ways to promote vaccinations, services for those who qualify, and encourage the community to discuss concerns/question with their trusted care provider.

## ADMINISTRATIVE

|                                                                  |                                                                                           |    |    |    |      |           |
|------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----|----|----|------|-----------|
| Percent of staff who completed Civil Rights Compliance training. | Q1                                                                                        | Q2 | Q3 | Q4 | YTD  | 2026 Goal |
|                                                                  | 100%                                                                                      | 0% | 0% | 0% | 100% | 100%      |
| Indicator Status                                                 | <br>YTD |    |    |    |      |           |
| Complete                                                         |                                                                                           |    |    |    |      |           |

|                                                                                                                                                                            |                                                                                            |     |    |    |      |           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|-----|----|----|------|-----------|
| Support and execute targeted training opportunities in data analysis, vizualization, and interpretation using public health tools for 100% of staff (Workforce Dev. Plan). | Q1                                                                                         | Q2  | Q3 | Q4 | YTD  | 2026 Goal |
|                                                                                                                                                                            | 20%                                                                                        | 80% |    |    | 100% | 100%      |
| Indicator Status                                                                                                                                                           | <br>YTD |     |    |    |      |           |
| Complete                                                                                                                                                                   |                                                                                            |     |    |    |      |           |

|                                                                                                    |                                                                                             |     |    |    |      |           |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----|----|----|------|-----------|
| Initiate 100% of "year one" objectives addressing community awareness priorities. (Strategic Plan) | Q1                                                                                          | Q2  | Q3 | Q4 | YTD  | 2026 Goal |
|                                                                                                    | 25%                                                                                         | 75% |    |    | 100% | 100%      |
| Indicator Status                                                                                   | <br>YTD |     |    |    |      |           |
| Complete                                                                                           |                                                                                             |     |    |    |      |           |

|                                                                                                  |                                                                                             |     |    |    |     |           |
|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
| Initiate 100% of "year one" objectives addressing data & technology priorities. (Strategic Plan) | Q1                                                                                          | Q2  | Q3 | Q4 | YTD | 2026 Goal |
|                                                                                                  | 25%                                                                                         | 40% |    |    | 65% | 100%      |
| Indicator Status                                                                                 | <br>YTD |     |    |    |     |           |
| Pending                                                                                          |                                                                                             |     |    |    |     |           |



### EMERGENCY PREPAREDNESS

|                                                                                                                  |                                                                                           |    |    |    |      |           |
|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----|----|----|------|-----------|
| Public Health Emergency Plan has been reviewed and updated referencing Public Health Accrediting Board guidance. | Q1                                                                                        | Q2 | Q3 | Q4 | YTD  | 2026 Goal |
| Indicator Status                                                                                                 | 100%                                                                                      | 0% | 0% | 0% | 100% | 100%      |
| Complete                                                                                                         | <br>YTD |    |    |    |      |           |

|                                                                                                                     |                                                                                            |    |    |    |      |           |
|---------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|----|----|----|------|-----------|
| Percent of staff whose profiles and emergency call ranking are reviewed for accuracy and updated in the PCA Portal. | Q1                                                                                         | Q2 | Q3 | Q4 | YTD  | 2026 Goal |
| Indicator Status                                                                                                    | 100%                                                                                       | 0% | 0% | 0% | 100% | 100%      |
| Complete                                                                                                            | <br>YTD |    |    |    |      |           |

|                                                                                                                                                     |                                                                                             |    |    |    |     |           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
| Percent of Wisconsin Emergency Assistance Volunteer Registry (WEAVR) members, within jurisdiction, responding to an exercise/drill within 48 hours. | Q1                                                                                          | Q2 | Q3 | Q4 | YTD | 2026 Goal |
| Indicator Status                                                                                                                                    | NA                                                                                          | 0% | 0% | 0% | 0%  | 50%       |
| Pending                                                                                                                                             | <br>YTD |    |    |    |     |           |

## COMMUNICABLE DISEASE

| Percent of City of De Pere 2 year-olds who are compliant with the 4:3:1:3:3:4:1 primary vaccine series (to include late up to date). | Q1                                                                                        | Q2 | Q3 | Q4 | YTD | 2026 Goal |
|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
|                                                                                                                                      | 77%                                                                                       |    |    |    | 77% | 82%       |
| Indicator Status                                                                                                                     | <br>YTD |    |    |    |     |           |
| Pending                                                                                                                              |                                                                                           |    |    |    |     |           |

| Percent of animal bite incident reports addressed within 1 business day of receipt. | Q1                                                                                          | Q2   | Q3 | Q4 | YTD  | 2026 Goal |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|------|----|----|------|-----------|
|                                                                                     | 100%                                                                                        | 100% |    |    | 100% | 100%      |
| Indicator Status                                                                    | <br>YTD |      |    |    |      |           |
| Complete                                                                            |                                                                                             |      |    |    |      |           |

| Average Communicable Disease response time (from staging to nursing assignment) within 24-72 hours in accordance with state statute disease response parameters. | Q1                                                                                          | Q2    | Q3 | Q4 | YTD | 2026 Goal |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-------|----|----|-----|-----------|
|                                                                                                                                                                  | 1.276                                                                                       | 3.911 |    |    | 3   | 24        |
| Indicator Status                                                                                                                                                 | <br>YTD |       |    |    |     |           |
| Pending                                                                                                                                                          |                                                                                             |       |    |    |     |           |

## CHRONIC DISEASE & INJURY PREVENTION

|                                                                                                                           |                                                                                           |     |    |    |     |           |
|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
| Percent of program participants who feel confident in making modifications to improve lifestyle, home safety and/or diet. | Q1                                                                                        | Q2  | Q3 | Q4 | YTD | 2026 Goal |
| Indicator Status                                                                                                          | 100                                                                                       | N/A |    |    | 100 | 100       |
| Complete                                                                                                                  | <br>YTD |     |    |    |     |           |

|                                                                                                                    |                                                                                            |     |    |    |     |           |
|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
| % of participants satisfied with the quality of the Chronic Disease/Injury Prevention programming offered by DPHD. | Q1                                                                                         | Q2  | Q3 | Q4 | YTD | 2026 Goal |
| Indicator Status                                                                                                   | 100                                                                                        | N/A |    |    | 100 | 100       |
| Complete                                                                                                           | <br>YTD |     |    |    |     |           |

|                                                                                                                    |                                                                                             |     |    |    |     |           |
|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
| The percentage of car seat checks where the technician identifies and corrects at least one critical safety issue. | Q1                                                                                          | Q2  | Q3 | Q4 | YTD | 2026 Goal |
| Indicator Status                                                                                                   | 100                                                                                         | 100 |    |    | 100 | 95        |
| Complete                                                                                                           | <br>YTD |     |    |    |     |           |

## ENVIRONMENTAL HEALTH

| Total number of short-term radon kits distributed for home testing. | Q1                                                                                        | Q2 | Q3 | Q4 | YTD | 2026 Goal |
|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
|                                                                     | 52                                                                                        | 16 |    |    | 68  | 80        |
| Indicator Status                                                    | <br>YTD |    |    |    |     |           |
| Pending                                                             |                                                                                           |    |    |    |     |           |

| Percent of children who received follow up for blood lead levels $\geq 3.5$ mcg/dL. | Q1                                                                                        | Q2  | Q3 | Q4 | YTD | 2026 Goal |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
|                                                                                     | 100                                                                                       | 100 |    |    | 100 | 100       |
| Indicator Status                                                                    | <br>YTD |     |    |    |     |           |
| Complete                                                                            |                                                                                           |     |    |    |     |           |

| Percent of total DATCP/DSPS facilities inspected (routine inspection & pre-inspections). | Q1                                                                                          | Q2 | Q3 | Q4 | YTD | 2026 Goal |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
|                                                                                          | 24                                                                                          | 41 | 0  | 0  | 65  | 100       |
| Indicator Status                                                                         | <br>YTD |    |    |    |     |           |
| Pending                                                                                  |                                                                                             |    |    |    |     |           |

| Total number of DATCP/DSPS inspections conducted (this data is based on a calendar year). | Q1                                                                                          | Q2  | Q3 | Q4 | YTD | 2026 Goal |
|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
|                                                                                           | 60                                                                                          | 117 |    |    | 177 | 256       |
| Indicator Status                                                                          | <br>YTD |     |    |    |     |           |
| Pending                                                                                   |                                                                                             |     |    |    |     |           |

De Pere Health Department  
Performance Management Dashboard

2026

| Staff capacity (by %) to meet inspection standards by FTE status (.8 FTE=224-256 inspections) | Q1                                                                                        | Q2  | Q3 | Q4 | YTD | 2026 Goal |
|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
|                                                                                               | 23%                                                                                       | 46% |    |    | 69% | 100%      |
| Indicator Status                                                                              | <br>YTD |     |    |    |     |           |
| Pending                                                                                       |                                                                                           |     |    |    |     |           |

| Percent of complaints acknowledged within 5 business days of substantiated human health hazard complaint. | Q1                                                                                        | Q2  | Q3 | Q4 | YTD | 2026 Goal |
|-----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-----|----|----|-----|-----------|
|                                                                                                           | 100                                                                                       | 100 |    |    | 100 | 100       |
| Indicator Status                                                                                          | <br>YTD |     |    |    |     |           |
| Complete                                                                                                  |                                                                                           |     |    |    |     |           |

## MATERNAL AND CHILD HEALTH

|                                                                                                  |                                                                                           |    |    |    |     |           |
|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
| Total number of birth packets that are mailed to first time parents with resources and services. | Q1                                                                                        | Q2 | Q3 | Q4 | YTD | 2026 Goal |
| Indicator Status                                                                                 | 61                                                                                        | 57 |    |    | 118 | 243       |
| Pending                                                                                          | <br>YTD |    |    |    |     |           |

|                                                                                                                                      |                                                                                            |    |    |    |     |           |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
| Total number of parents that have been informed of the ASQ developmental screenings and provided free access to the assessment tool. | Q1                                                                                         | Q2 | Q3 | Q4 | YTD | 2026 Goal |
| Indicator Status                                                                                                                     | 118                                                                                        | 95 |    |    | 213 | 406       |
| Pending                                                                                                                              | <br>YTD |    |    |    |     |           |

|                                                                                                                           |                                                                                             |     |    |    |      |           |
|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----|----|----|------|-----------|
| Total ounces of human milk collected and safely stored for processing at the Milk Bank for distribution to those in need. | Q1                                                                                          | Q2  | Q3 | Q4 | YTD  | 2026 Goal |
| Indicator Status                                                                                                          | 1170                                                                                        | 100 |    |    | 1270 | 5600      |
| Pending                                                                                                                   | <br>YTD |     |    |    |      |           |

## OUTREACH

| Total number of health related referrals made to community agencies. | Q1                                                                                        | Q2 | Q3 | Q4 | YTD | 2026 Goal |
|----------------------------------------------------------------------|-------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
|                                                                      | 6                                                                                         | 6  |    |    | 12  | 51        |
| Indicator Status                                                     | <br>YTD |    |    |    |     |           |
| Pending                                                              |                                                                                           |    |    |    |     |           |

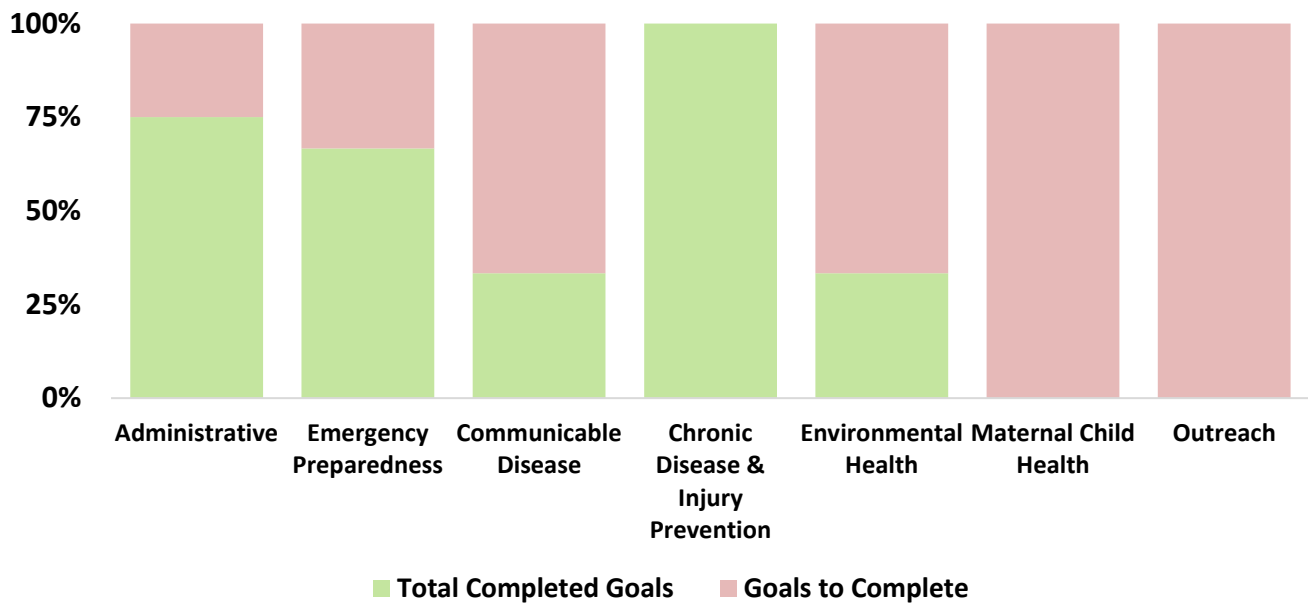
| Total number community engagement/outreach events provided for members of the De Pere community connecting to and/or providing essential/valued services. | Q1                                                                                          | Q2 | Q3 | Q4 | YTD | 2026 Goal |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----|----|----|-----|-----------|
|                                                                                                                                                           | 33                                                                                          | 22 |    |    | 55  | 140       |
| Indicator Status                                                                                                                                          | <br>YTD |    |    |    |     |           |
| Pending                                                                                                                                                   |                                                                                             |    |    |    |     |           |

## REVENUE

|                                        | 2026 Goal | Q1      | Q2        | Q3 | Q4 | Total Revenue Collected | Percent of Goal |
|----------------------------------------|-----------|---------|-----------|----|----|-------------------------|-----------------|
| Public Health / Environmental Health   |           |         |           |    |    |                         |                 |
| General Public Health (Calendar year)  | \$420     | \$40    | \$130     |    |    | \$170                   | 40%             |
| Food & Beverage Licenses (FY 7/1-6/30) | \$106,000 | \$2,265 | \$102,098 |    |    | \$104,363               | 98%             |
| Grants (Grant cycles vary)             | \$86,371  | \$4,904 | \$20,459  |    |    | \$25,363                | 29%             |
| Weights & Measures (FY 7/1-6/30)       | \$21,400  | \$0     | \$19,391  |    |    | \$19,391                | 91%             |

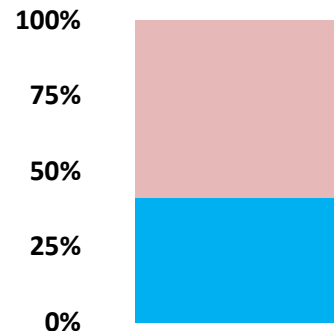
## 2026 Cumulative Summary

| Program                             | Total Completed Goals | Goals to Complete | % Complete |
|-------------------------------------|-----------------------|-------------------|------------|
| Administrative                      | 3                     | 1                 | 75%        |
| Emergency Preparedness              | 2                     | 1                 | 67%        |
| Communicable Disease                | 1                     | 2                 | 33%        |
| Chronic Disease & Injury Prevention | 3                     | 0                 | 100%       |
| Environmental Health                | 2                     | 4                 | 33%        |
| Maternal Child Health               | 0                     | 3                 | 0%         |
| Outreach                            | 0                     | 2                 | 0%         |
| <b>TOTAL</b>                        | <b>11</b>             | <b>13</b>         | <b>46%</b> |



## Revenue Summary

| Fee Revenue Summary           |           |
|-------------------------------|-----------|
| Fee Revenue Cumulative Total: | \$149,287 |
| Fee Revenue Goal:             | \$214,191 |
| Percent Accomplished:         | 41%       |







## City of De Pere, Wisconsin

1.h

### Request for Board of Health Action

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|                        |                                          |
|------------------------|------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                          |
| <b>Department:</b>     | Health                                   |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer |
| <b>Subject:</b>        | Communicable disease report Q2.          |
| <b>Recommendation:</b> | No action. Discussion only.              |

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#### **Attachments:**

Health Dept Communicable Disease Report, Q2 2026 Disease Incident Count

# CITY OF DE PERE

## MEMO

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To: Members of the Board of Health  
From: Danielle Jauquet BSN, RN, Public Health Nurse  
Date: 8/10/2026

Re: Communicable Disease Report Q2

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STI, tick borne illnesses, and GI illnesses are up slightly in 2026 Q2 compared to 2026 Q1 but very consistent with numbers from Q2 2025 with an expected small increase during warmer months. There was one long-term care facility GI outbreak reported in early Q2. There have been NO probable or confirmed cases of cyclospora (diarrheal parasite in the news recently) in De Pere to date.

Activities related to communicable disease prevention included:

- Rolled out new STI Invitations for follow up/call back with QR code to resources
- Meeting with area school nurses to help support immunization efforts and infection control
- Nurses attended the virtual WI Tuberculosis Summit
- Danielle & Jordan attended the NE WI Foodborne Outbreak Tabletop Exercise in Appleton
- Continued condom distribution in De Pere
  - Gas Stations (restocked June 2026)
    - **Mobil:** 401 Reid St
    - **Citgo:** 1017 4<sup>th</sup> Street
    - **BP:** 302 N Broadway
  - Bars (restocked June 2026)
    - ~~The Abbey Bar:~~ 303 Reid St
    - **Long Branch Saloon:** 334 Main Ave
    - **La Vie Taverne:** 421 George St
    - **Otters on Birch:** 617 Birch St
  - Intern Jordan will be going out to recruit new establishments and restock existing participants in August!
- Influenza vaccine clinics for 2026-2027 flu season [Flu \(Influenza\) Vaccines / De Pere, Wisconsin](#)
  - 9/26 De Pere Fire Rescue Open House at Station #1 (Mobile Unit, Walk-In, Flu Only)
  - ALL Wednesdays in October at De Pere Health Department (Appt only, Back to School VFC/Flu)
  - 10/22 De Pere Community Center (Mobile Unit, Walk-In, Flu Only)
  - 11/19 TENTATIVE Picnic & Play at Kress Library (Mobile Unit, Walk-In, Flu Only, as remaining supply allows)

Respectively submitted, Danielle Teske, PHN



## Disease Incidents by Episode Date

Jurisdiction: De Pere

|                                 |                                                                        | 2026 |     |     |       |
|---------------------------------|------------------------------------------------------------------------|------|-----|-----|-------|
| Disease Group                   | Disease                                                                | Apr  | May | Jun | Total |
| Chlamydia Trachomatis Infection | Group Total:                                                           | 8    | 4   | 6   | 18    |
| Coronavirus                     | Group Total:                                                           | 1    | 0   | 0   | 1     |
|                                 | CORONAVIRUS, NOVEL 2019 (COVID-19) - <b>ASSOCIATED HOSPITALIZATION</b> | 1    | 0   | 0   | 1     |
| Ehrlichiosis / Anaplasmosis     | Group Total:                                                           | 0    | 1   | 0   | 1     |
| Giardiasis                      | Group Total:                                                           | 0    | 1   | 0   | 1     |
| Gonorrhea                       | Group Total:                                                           | 1    | 0   | 0   | 1     |
| Influenza                       | Group Total:                                                           | 5    | 0   | 0   | 5     |
|                                 | INFLUENZA*                                                             | 5    | 0   | 0   | 5     |
| Lyme Disease                    | Group Total:                                                           | 0    | 1   | 4   | 5     |
| Pathogenic E.coli               | Group Total:                                                           | 2    | 0   | 1   | 3     |
|                                 | E-COLI, ENTEROPATHOGENIC (EPEC)                                        | 1    | 0   | 0   | 1     |
|                                 | E-COLI, ENTEROTOXIGENIC (ETEC)                                         | 1    | 0   | 1   | 2     |
| Pertussis (Whooping Cough)      | Group Total:                                                           | 1    | 0   | 0   | 1     |
| RSV                             | Group Total:                                                           | 6    | 1   | 0   | 7     |
|                                 | RESPIRATORY SYNCYTIAL VIRUS (RSV)*                                     | 5    | 1   | 0   | 6     |
|                                 | RESPIRATORY SYNCYTIAL VIRUS (RSV) - <b>ASSOCIATED HOSPITALIZATION</b>  | 1    | 0   | 0   | 1     |
| Salmonellosis                   | Group Total:                                                           | 1    | 0   | 0   | 1     |
| Period Total:                   |                                                                        | 25   | 8   | 11  | 44    |

Default Filters: 'State' EQUAL TO 'WI'

## Confirmed and Probable 4/1/26-6/30/26 (Q2)

\*only HOSPITALIZED flu, COVID, and RSV are reportable  
 (general numbers for flu, COVID, and RSV are incomplete d/t no reporting or follow-up requirement)

Executed: 7/8/2026 11:18:59 AM

Page 1 of 1



## City of De Pere, Wisconsin

1.i

### Request for Board of Health Action

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|                        |                                          |
|------------------------|------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                          |
| <b>Department:</b>     | Health                                   |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer |
| <b>Subject:</b>        | Environmental health report Q2.          |
| <b>Recommendation:</b> | No action. Discussion only.              |

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**Attachments:**  
Environmental Health Report

# CITY OF DE PERE

## MEMO

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To: Members of the Board of Health  
From: Trista Groth CSP, RS, Environmental Health Sanitarian  
Meeting Date: 8/10/2026

Re: Environmental Health Report Q2

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June 30<sup>th</sup> marked the end of the 2025-2026 license year. All facilities requiring an inspection received an inspection during the license year. As of July 30<sup>th</sup>, all licenses have been successfully renewed. There were fewer facilities this year than in previous years that were issued late fees (paying after June 30<sup>th</sup>). This may be attributed to additional email and phone call reminders that were completed by staff over the last few days of the month.

Courtesy inspections of nonprofit food vendors were conducted during Celebrate De Pere and Pink Flamingo weekend, which are two of the largest community events in De Pere. Because nonprofits are generally exempt from licensing and therefore, receiving an inspection, neither event had received an inspection for a few years. After observation of food safety practices of the nonprofits last year, it was recognized that “refresher training” was necessary for these groups. Nonprofits are usually staffed by volunteers, with people changing from year to year. Inspections this year focused on the basics, such as verifying temporary handwash stations were present, foods were properly hot or cold held, and adequate utensil sanitization was taking place. All individuals were great to work with and appreciated the additional guidance.

The EH Sanitarian is working with the summer Intern to develop guidance for licensed food establishments to reduce food waste and how/where to donate excess food. The guidance will include education of the laws allowing/protecting food donation, how to safely donate excess food, and local organizations or charities that accept food donations. The guidance document will be shared during routine food inspections of licensed establishments.

Respectfully submitted, Trista Groth CSP, RS, Environmental Health Sanitarian



## City of De Pere, Wisconsin

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### Request for Board of Health Action

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|                        |                                          |
|------------------------|------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                          |
| <b>Department:</b>     | Health                                   |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer |
| <b>Subject:</b>        | Director's report August 2026.           |
| <b>Recommendation:</b> | No action. Discussion only.              |

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**Attachments:**  
Director's Report 8.2026

# CITY OF DE PERE

## MEMO

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To: Members of the Board of Health  
From: Chrystal Woller BSN, RN, MBA  
Meeting Date: 8/10/2026

Re: Director's Report 8.2026

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This report has captured many of the initiatives the department has been working on since we last met outside of the performance management dashboard and other staff updates.

- **WALHDAB Update:** Last met as the NE region on July 9<sup>th</sup>. The region hosted Salma Abadin, University of Wisconsin Population Health Institute who described training/resources available to local health departments that could assist with building local public health infrastructure. Jamie Michael with the WALHDAB Association gave a high-level overview of current advocacy opportunities and association overview for BOH members present. Finally, Carrie Molke, Wisconsin Aging and Disability Resources Director from Madison, came to present on resources available. Finally, the Region also nominated and voted on the next NE Representative as I am stepping into the Co-President Elect role for the state. Next meeting is scheduled for September 10, 2026. Reach out to me if interested in attending.
- **The 2026 Community Health Assessment launched:** I was able to participate in a [joint press conference](#) officially launching the community health assessment. The Community Health Assessment (CHA) survey is typically done every three to five years and helps us learn what health issues are most important to people in our community. We use the results to create the [Community Health Improvement Plan](#) (CHIP) that guides projects and actions over the coming years to improve health. The survey is for anyone who lives, works, or goes to school in Brown County. It was created by Beyond Health, a team of local health departments (including Brown county and De Pere), hospitals, and other groups that care about our community's well-being. share with friends, family, colleagues, and more: <https://form.jotform.com/261105459372052>  
**Please set aside 5-10 minutes to take the CHA survey** for this cycle (with a chance to win a \$50 gift card!) and share with friends, family, colleagues, and more.
- **Pathways Recognition Program (Public Health Accreditation Board) self-assessment completed and approved:** The Pathways Recognition Program assessment for the PHAB Board is ongoing, with staff continuing to review required measures, document evidence, and align local practices with national public health standards. The assessment was submitted to PHAB in July as planned and based on the assessment results the health department was invited to submit a full application with supporting documents by January 2027. This continued progress supports our long-term goal of strengthening infrastructure, demonstrating quality, and positioning the department for successful recognition through the PHAB process.
- **Social connection initiative-Belonging Begins Here continues:**
  - Planting Positivity @ SNC: Incoming Freshman 8/23/2026
  - De Pere's Youth Commission Support/Engagement: The clerk's office is doing an amazing job launching this commission and the health department has received

approval from WI DHS to financially support their efforts. The health department looks forward to presenting at their September Youth Commission meeting.

- Belonging in Action: See a Sign. Lend a Hand
- Intergenerational Tech Bar
- **Senior Safety Event:** The Public Health Preparedness (PHEP) grant supported a successful Senior Safety Expo on June 10th at the De Pere Community Center. In its second year, the expo continued its mission of helping older adults become better prepared for emergencies. Participants received free emergency preparedness kits and weather radios and connected with a wide range of educational resources covering food safety, fire safety, identity theft prevention, home and general safety, medication safety, disaster preparedness, balance screenings, and hearing screenings. This event is truly a collaborative effort and would not be possible without the support of our dedicated community partners. Their continued commitment helps us strengthen community preparedness and support the wellbeing of our older adults.
- **Safety Resource Station:** The health department is sponsoring a self-serve resource station at City Hall to make essential health and safety supplies easily accessible for community members. The resource station may include items such as tick removal kits, Narcan, injury prevention items, children's books focused on vaccine promotion and other practical tools that help residents stay safe and informed. All items are free. By placing these supplies in a convenient, stigma-free location, the Health Department aims to reduce barriers and ensure people have what they need at the moment they need it.
- **Bike Helmet Distribution:** De Pere Health Department continues to partner with De Pere Police Department to ensure children and adults have properly fitted helmets, public health departments help prevent serious head injuries, reduce emergency visits, and promote safe, active transportation. Helmet programs also support equity by making safety equipment accessible to all families, regardless of cost. This small, practical action has a big impact—protecting health, encouraging outdoor activity, and strengthening community well-being. This summer health department staff have assisted at various bike rodeos, Tour De Pere and National Night Out with plans to participate at De Pere Fire/Rescue Open House as well.
- **Upcoming Mental Health First Aid: De Pere Health Department continues to partner with Rotary, SNC and DPPD to sponsor MHFA sessions in our community.**
  - **Youth MHFA: Thursday, September 10, 2026, from 9 AM–3:30 PM** at the Bemis Conference Center on St. Norbert College campus! This training helps adults learn how to identify, understand, and respond to signs of mental health and substance use challenges in youth ages 12–18. The blended format includes a self-paced online module and an instructor-led session. Register for this NO COST (to you) course by August 27, 2026 at <https://form.jotform.com/252745625194160>
  - **Adult MHFA: Tuesday, September 29, 2026, from 9 AM–3:30 PM** at the Bemis Conference Center on St. Norbert College campus! Learn how to identify, understand, and respond to signs of mental health and substance use challenges in adults. This blended course includes a self-paced online module followed by an instructor-led training. Register for this NO COST (to you) course by September 15th, 2026 at: <https://form.jotform.com/261525961770159>





## City of De Pere, Wisconsin

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### Request for Board of Health Action

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|                        |                                          |
|------------------------|------------------------------------------|
| <b>Meeting Date:</b>   | August 10, 2026                          |
| <b>Department:</b>     | Health                                   |
| <b>From:</b>           | Chrystal Woller, Health Director/Officer |
| <b>Subject:</b>        | Summer intern report August 2026.        |
| <b>Recommendation:</b> | No action. Discussion only.              |

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**Attachments:**  
Intern Report 8.10.26

# CITY OF DE PERE

## MEMO

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To: Members of the Board of Health  
From: Jordan Brady, Environmental/Public Health Intern  
Meeting Date: 8/10/2026

Re: Summer Intern Report

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This memo provides an overview of the projects and professional development opportunities I completed during my internship with the Health Department. I contributed to initiatives focused on public health education, environmental health, food safety, waste reduction, and community outreach.

- **Department Newsletter - Washingroom Post**

To expand public health outreach, I developed and implemented *The Washingroom Post*, a department newsletter displayed within the public restrooms in city hall. This newsletter provides visitors with seasonal safety tips, healthy recipes, wellness information, community resources, and upcoming community events.

- **NA Inclusivity at De Pere Events**

To encourage more inclusive community events, I created an informational flyer for event vendors to heighten their awareness around sober adults. This resource highlights “3 Ways to be More Inclusive for Sober Adults,” with ideas like offering mocktails, having clear labels, and using inclusive language. I collaborated with the Brown County Coalition for Change on this project, offering their resources through a QR code. The overall goal of this was to support a more welcoming environment for all community members.

- **Food Pantry Partnership Initiative**

The amount of food waste (in tons) from just food service alone is more than six times the number of families in Brown County who struggled with food insecurity in 2024. My goal was to reduce the amount of food waste and increase access to food for those in need. To do so, I researched food donation regulations and developed an informational packet for local food establishments in De Pere. The packet outlines federal and state guidelines, federal tax incentive, food safety requirements, liability protections, and local resources available to businesses interested in donating surplus food. This project encourages safe food donation while supporting both environmental sustainability and food security within our community.

- **Reducing Food Establishment Violations**

Using data in HealthSpace from previous food establishment inspections, I identified the five most frequently cited food establishment violations and created an educational guide explaining each violation, tips to avoid the violation, and a code reference. This resource is meant to be proactive

and is intended to improve regulatory compliance, promote food safety, and reduce recurring violations through educating the food establishment owners.

- **Environmental Health Assistance: TRH Inspections, Pool Sampling**

In addition to these independent projects listed above, I assisted our Sanitarian with routine responsibilities, including conducting Tourist Rooming House (short-term rental) inspections and collecting pool samples to send to the lab. These experiences provided valuable hands-on exposure to environmental health regulations, inspection procedures, and code enforcement.

- **Trainings/Certificates: ICS Training, Lodging Code Webinars, Karst Geology Training**

I also participated in several training opportunities to carry on throughout my career and expand my knowledge of environmental and public health.

- Incident Command System (ICS) Training
- Wisconsin Lodging Code Webinars
- Public Health 101 Training
- Karst Geology Training

These trainings strengthened my understanding of emergency preparedness, environmental systems, and regulatory requirements relevant to public health.

Overall, my internship provided me with meaningful opportunities to engage in community outreach and apply public health principles within local government. I gained new skills, strengthened existing ones, and am excited to apply this knowledge throughout the remainder of my academic career and into my professional career. I am extremely grateful for the guidance and mentorship provided by the entire staff in the Health Department.