



Board of Health

Regular Meeting

Minutes

335 South Broadway
De Pere, WI 54115
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.

RESULT:	Passed
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock
NAYS:	None

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

RESULT:	Passed
MOVER:	Devin Perock
SECONDER:	Robyn Lauritsen
AYES:	Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock
NAYS:	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. *

RESULT:	Passed
MOVER:	Pamela Gantz
SECONDER:	Robyn Lauritsen
AYES:	Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock
NAYS:	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.

RESULT:	Passed
MOVER:	Pamela Gantz
SECONDER:	Robyn Lauritsen
AYES:	Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock
NAYS:	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.

RESULT:	Passed
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock
NAYS:	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

RESULT:	Passed
MOVER:	Pamela Gantz
SECONDER:	Julie Massey
AYES:	Pamela Gantz, Teresa Gulyas, Robyn Lauritsen, Julie Massey, Devin Perock
NAYS:	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