



CITY OF WAUWATOSA HEALTH DEPARTMENT
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City of Wauwatosa Board of Health Meeting **Notes**
Tuesday, April 20, 2010 8:00 - 9:00 a.m.
Health Department Conference Room

1. Called to Order at 8:07am by Leslie Martin. No official business will be conducted due to lack of quorum.
2. Members: Leslie Martin, Chairperson, Chris Shaw, James Beix, Lori Nielsen. Guest: Stefanie Scott, Wauwatosa NOW. Excused: Nancy Kreuser, Cheryl Davies, John Dunn, Jacqueline Jay
3. Approval of agenda- noted but not approved due to lack of quorum.
4. Minutes approval of 2/16/10 deferred.
5. Comments from the public- none
6. Comments from the Board of Health- none
7. Reports: Community health status updates

Administration: Lori Nielsen, Nursing Supervisor

- Personnel status update- Memo regarding proposal for personnel changes distributed. Process for changes includes approval by Employee Relations committee, Budget and Finance and then to the Common Council. There is currently a .86 FTE vacancy for a Public Health Nurse (PHN) which is currently filled at a 1.0 FTE by grant dollars for 2010. The proposal includes keeping this position as a 1.0 FTE position. Grant funding for this FTE runs out Aug 1st and the department hopes to restore the tax levy funding to the position. There is also a .7 FTE clerk position filled by an individual who is retiring in late April. This position is funded partially by tax levy and part grant funded. The proposal is to eliminate the position and reconfigure the front office, creating one 1.0 FTE high-level position and one 0.5 FTE Municipal Clerk I (existing). The part time position would be grant funded. The proposed reconfiguration would allow the creation of a FTE executive secretary position that would be tax levy funded. Additional salary funding for this executive secretary position would be obtained from savings due to rolling vacancies. The 2010 cost savings can be shifted to the executive secretary. Dr. Martin requested information regarding the total number of FTEs and how they have changed over time. The rolling vacancy mandated by city government for the 1.0 public health specialist position (resigned January) will continue in the foreseeable future. Programming, accreditation and quality improvement activities have been slowed due to the rolling vacancy but are proceeding.
- Three new Common Council members will be sworn in 4/20/10. The new members of the Common Council will be oriented in April and May. Nancy Kreuser will provide a presentation on the health department.
- The implementation of the electronic data system update was delayed due to H1N1 activities. Progress has resumed and the system should be up and running by Fall 2010.

Public Health Nursing Division: Lori Nielsen

- The written nursing report was provided. The effects of the H1N1 epidemic was reviewed and the impact on workload noted.
- Communicable disease investigations/updates –Respiratory disease outbreaks noted in the written report were noted. Remedial actions at one facility were discussed. This institution did not have adequate control policies in place and will need to develop isolation procedures. Both human metapneumovirus and respiratory syncytial viral (RSV) outbreaks have been seen. There was also an enteric outbreak, Norovirus, seen in an inpatient residential facility.
- Syphilis case – The first case of syphilis in 10 years in Wauwatosa was reported. All STD reporting is reported through the WEDSS system.
- Public health nursing program updates & announcements – American Recovery and Reinvestment Act moneys have allowed expansion for a limited number and type of immunizations for children and adults. Some selected immunizations for adults HPV and Shingles vaccines for \$25 over cost which is approximately \$180.
- City of Wauwatosa Community Health Assessment and Improvement Plan- The department received the Wauwatosa Community Health survey report conducted by Aurora. This report contains specific local data useful in planning for the needs of the community. The Youth Risk Behavior Survey is moving forward. The questionnaire has been finalized and will be administered the last week of May. Data should be available by June first. Passive permission slips will be sent to parents.
- Alcohol and tobacco - Compliance checks of vendors selling alcohol and tobacco will be conducted April 4th.
- Tosa United sponsored “Safe Passages”, a program on safe dating practices was presented to 8th grade females and their mothers on March 16th. The WHD participates in this initiative.
- Healthy Options in Tosa (HOT) will submit a proposal to the MCW Healthier Wisconsin Partnership Program for grant funding.
- Safe haven newborn – The first baby in Tosa surrendered through the “safe haven” program occurred.

Environmental Health Division: James Beix, MPH

- Licensed establishments/State Agent Inspection Program status - Inspections are ahead of schedule with 74 inspections remaining. These include 12 retail sites, 1 hotel, 18 pools, and 43 restaurants.
- License renewal notifications go out 4/20/10; Violations were noted at a local restaurant. They included neglect in maintenance programs, cooler temperature aberrations, and dry storage bins with cracks. The owners responded appropriately and all violations were corrected.
- Follow up meeting with DHS and DATCP – James Mack, from state, reviewed the department in the Fall. He met with representatives of the division on April 6th to review findings and the list of suggestions for improved operations and policies. A formal response letter will be sent to the State by May 15th. In general, the review was positive.
- Nuisance/Human Health Hazard update – There were 30 complaints thus far in 2010. There was a downward trend in complaints. There were 130 complaints in the past year. Half of complaints are directed at restaurants, garbage, rat sightings, and dog litter. The severity of the complaints was stable. Common complaints included cold water in restaurants or dumpsters overflowing. There was no increase in food borne illness complaints. There was a complaint against a Foundry regarding a strong odor and noise complaints. These complaints were made by a small number of residents who live North of the foundry. The business has been in this location for over 100 years. The complaints are not within the jurisdiction of the health department. The DNR is the unit

responsible for issues and enforcement in this area. Alderpersons in the district requested a public hearing to address issues. They are determining who should be present.

- Regulation of Animals- There were 5 dog bites, 1 cat bite and 1 bat exposure (negative for rabies). There is a rabies rate of 1.5% of bats in the state. There were no vicious dog complaints. The previous vicious dog case was settled with the dog being moved out of the city.

Old Business

- Creation of deputy health officer position—not being requested at this time.

8. New Business

9. Announcements

The Next Board of Health Meeting is scheduled for June 15th at 8:00 a.m. in the Health Department Conference Room. The State requires at least one meeting per quarter.