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City of Wauwatosa Board of Health Meeting Minutes
Tuesday, June 15, 2010 8:00 - 9:00 a.m.
Health Department Conference Room

1. Call to Order- the meeting was called to order by Dr. Leslie Martin, Chairperson at 8:05 a.m.
2. Roll call: Leslie Martin, Chris Shaw, Cheryl Davies, Alderperson Bobby Pantuso, Nancy Kreuser, James Beix, Lorie Nielsen. Guests: Maggie Fischer (UW GB nursing student) & Jeanine Schultz (AHEC Intern); Maya Martin
Excused: Dr. John Dunn
3. Approval of agenda: Motion to approve the agenda with the addition of one addition under Wauwatosa health update.
 - Motion: Bobby Pantuso
 - Second: Chris Shaw
 - Motion carried unanimously.
4. Motion to approve the 2/16/10 Minutes
 - Motion: Chris Shaw
 - Second: Cheryl Davies
 - Motion carried unanimously
5. Comments from the public - none
6. Comments from the Board of Health: Welcome Alderman Bobby Pantuso
7. Reports:
Administration: Nancy Kreuser, City of Wauwatosa Health Officer
 - The preparation of personnel budget for 2010/2011 has been completed and operational budget is due in July. The past year's mandated rolling vacancy was accomplished through the retirement of a PHN and the resignation of the PH specialist in January. As of Aug 1, 2010, the PHN position that has been grant funded since January 2010, will be reinstated as a tax levy funded position per City Administrator, James Archambo. The PH Specialist continues as a rolling vacancy until 1/1/11.
 - Personnel status update
 - The front office is in the process of being reconfigured from 1.4 FTE to 1.5 FTE (council approved in May). This includes a 1.0 FTE administrative assistant and a half time (0.5 FTE grant funded) clerk. The hiring process for the administrative assistant position has begun with the intention of hiring the person to fill the position by Aug 1, 2010.
 - Two students are working in the department over the summer: one from UW GB and an AHEC intern. They are working on selected projects that benefit the WHD and also meet their course/intern objectives.
 - The required State Local Health Department staffing and financial annual reports have been submitted. The report was delayed due to the H1N1 pandemic. The survey tracks personnel, workforce, retirements, fiscal reporting, funding, and revenues among other things. This allows

comparisons to be made among all WI health departments. Wauwatosa's Health Department has less funding and staffing than the state, regional, or nation for cities of comparable size.

- WI Smoke-free Workplace Law goes into effect on 7/5/2010. The City Council adopted the law by reference in May which allows enforcement of the law.
- Wauwatosa health update: *The brochure, "10 for us"* is a publication of the Institute for Wisconsin Health, part of the Public Health Quality Initiative. This publication describes public health and the 10 essential services of Public Health to the public. Nancy Kreuser also has developed a PowerPoint presentation with voice over on public health in Wauwatosa. It will be available on the cable public information station, on city website and also as a training vehicle for city government employees and others who need to understand the Health Department. Focus groups will be used as part of the evaluation of the presentation and will probably occur in 2011.

Public Health Nursing Division: Lori Nielsen, Nursing Supervisor- See written report.

- Communicable disease investigations/updates – There was a respiratory outbreak affecting 4 residents in one setting this May. This was the same facility that does not have adequate policies and procedure for control. WHD will provide education to the facility. STDs, GC and Chlamydia comprise the majority of infectious diseases. There is a national laboratory chain providing confidential and anonymous testing for STDs. It is against WI law not to report reportable diseases. The lab will be advised of WI law. An adult only immunization clinic is to be held June 15th from 3-6PM. Free immunizations include Hep A, Hep B, HPV, MMR, Tdap, and varicella.

Public health nursing program updates & announcements –

- Public Health Database- The audit of the immunization reports in public schools is excellent. There are issues regarding reporting in private schools. It is estimated that they are only about 50% accurate. WHD will provide education of staff in private schools for accurate reporting. Daycares are currently being audited.
- City of Wauwatosa Community Health Assessment and Improvement Plan- YBRS did not occur in May as planned. A new target date for the administration of the survey to youth is now planned for Sept. Focus groups with youth will still occur this summer and focus on mental health and sexual and reproductive health issues.
- Alcohol, tobacco and other substances: Vendor compliance with laws governing the sale of tobacco and alcohol were assessed on April 24, 2010. The WHD secured funding to pay for police overtime for compliance checks and other program expenses. The tobacco compliance checks found 3 vendors of 28 sold to minors. None of the assessed vendors sold alcohol to minors.
- The disposal and collection of prescription drugs program has scheduled a drop off for September. The cost of the collection and disposal is about \$2,500. A volunteer pharmacist and a law enforcement representative must be present at disposal. WHD will pay for the disposal.
- There was a decrease in births in Wauwatosa during the first 5 months of 2010 compared to last year.

Environmental Health Division: James Beix, Public Health Manager

- Licensed establishments/State Agent Inspection Program status – There are only a few inspections left for the fiscal year ending 6/30/10 primarily small vending companies, to be inspected. The annual re-licensing of stores and other vendors is going well.
- An at-risk restaurant has paid past citations and is being monitored quarterly. Reinspection pending.
- Farmer's Market Inspection Process and Response – There are approximately 40 vendors at the recently opened Saturday TOSA Farmer's Market. The vendors know their control issues and there have been no problems. The first week there were a couple of vendors without licenses. They have been given one week to come into compliance. In the first 2 weeks of operation, the attendance was good. At this point, no vendors are WIC approved vendors so WIC participants

cannot use their vouchers at this market. Vendors need to sign up to be a WIC approved vendors. Only locally grown items such as fruit, vegetables and herbs may be purchased. Becoming a WIC approved market will be further investigated.

- The WHD has received emails from a group that are considering another farmer's market that would be open on Tuesdays and Thursdays at Hartung Quarry Park. There may be issues regarding parking and it is currently not zoned for sales. It is too late in season to establish a market this year. No formal movement has occurred as yet. The current Tosa Farmers Market took 2 yrs of planning to establish
- Nuisance/Human Health Hazard update – There are a total of 45, mostly low level, nuisance complaints. There were 33 last year. There were more rodent and insect complaints earlier this year. There have been a low number of human health hazard complaints (29 last yr). None of this years were chronic.

8. The human health hazard on Underwood Ave has been foreclosed upon and purchased by new owners. The intent of the original purchase was to improve the site and sell it but now the new owners may be considering living in the home. The house has been cleared to floorboards with everything out of the house. The roof and soffits still need attention.

9. Old Business – Dr. Nancy Kreuser reviewed the current WHD vision statement, “Healthy people in healthy Wauwatosa”. This is a form of the WI state vision, She proposed a new vision statement: “Value to the community, value to you – Wauwatosa Health Department”. Discussion ensued, and a revised statement was proposed.

Motion: Move to accept “Healthy community, value to you- Wauwatosa Health Dept” as the WHD vision statement.

- Motion: Bobby Pantuso
- Second : Cheryl Davies
- Motion Carried unanimously

10. New Business – none

11. Announcements Annual National Association of Local Boards of Health Conference: 8/5-8/7 – Omaha, NE
Next meeting September 21, 8- 9 AM

12. Motion to adjourn: 8:50 a.m.

- Motion: Cheryl Davies
- Second : Bobby Pantuso
- Motion Carried unanimously

WHD Nursing Division Report

June 15, 2010

Communicable Disease (CD) Update:

SENTINEL EVENTS

Respiratory Outbreak: An adult living facility reported on May 14 that 4 residents on a unit were ill with respiratory symptoms. Infection control measures were in place. On May 17, no new cases occurred. PHN contacted living facility several times in the past month to verify outbreak resolution; no response from facility. This is the same facility which WHD staff will provide education on communicable disease prevention and control.

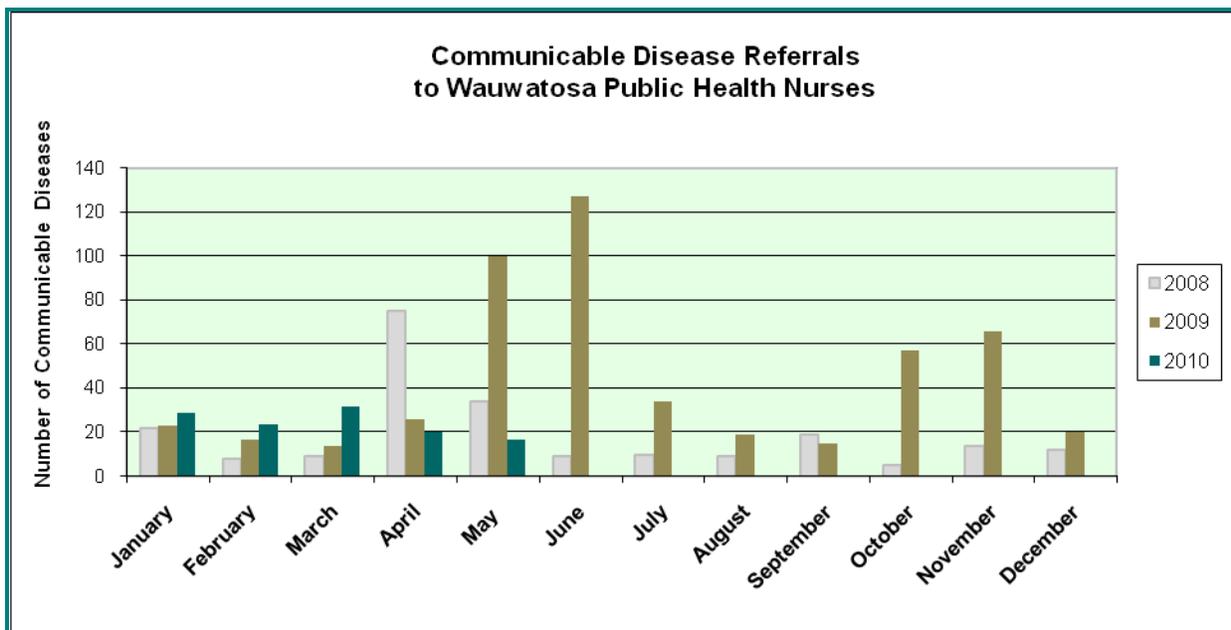
Novel Influenza A: The influenza H1N1/A/California/2009 virus will be included in the 2010-2011 flu vaccine formulation. WHD continues its community monitoring program. H1N1 vaccine is still being administered at Tosa's family immunization clinics.

OTHER

Adult Living Facilities Outreach: WHD plans an outreach campaign this month to all Wauwatosa adult living facilities and community-based residential facilities (CBRFs) on CD reporting requirements, CD resources, WHD services and resources, and emergency preparedness planning.

Sexually Transmitted Diseases (STDs): STDs continue to account for the majority of reported communicable diseases (53%). We will meet with a local chain lab offering "confidential and anonymous" STD testing to discuss statutory requirement to report positive STD results.

Trends: See graph below for trends.

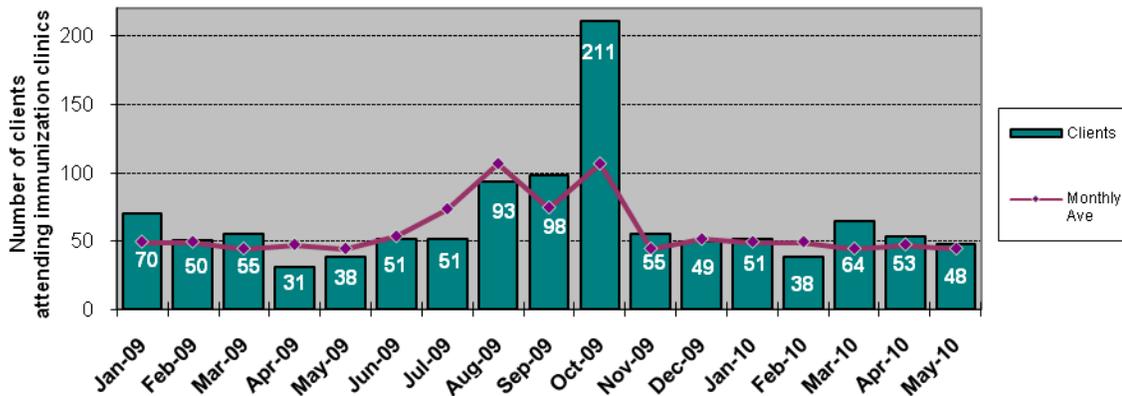


*** Regional measles outbreak in April 2008; H1N1 outbreak in May/June and October/November 2009. ***

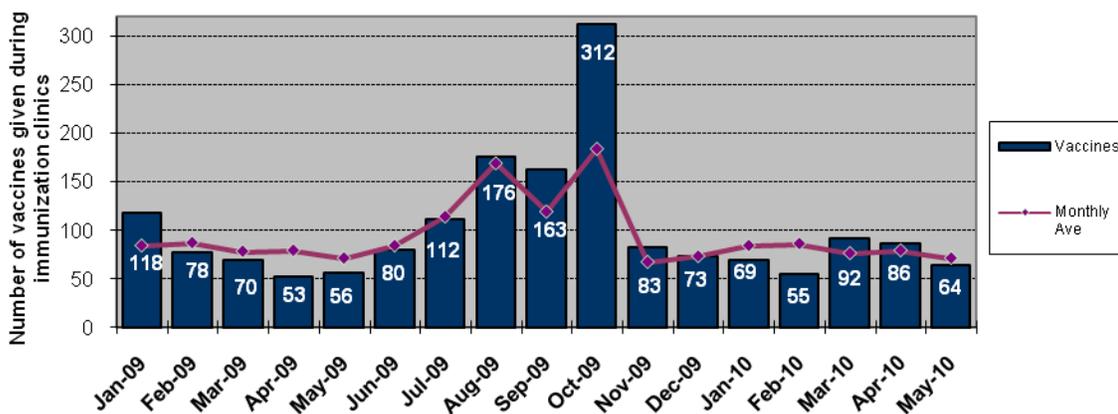
IMMUNIZATION PROGRAM

- ARRA funding: WHD received Americans Recovery and Reinvestment Act (ARRA) funding to expand services on selected immunizations to adolescents and adults. Selected immunizations will be provided to adults free of charge until Labor Day. WHD will conduct another free immunization clinic for adults only on Tuesday, June 15 from 3:00 – 6:00 pm.
- PHNs audited 1/3 (n=10) of the schools in Wauwatosa for adherence to the statutory immunization requirements; all were private schools. Some serious discrepancies were noted between what was reported and what was audited. Example: One school reported 81% of their students were up-to-date with their immunizations when the audit indicated 41%. Most of the inconsistencies were due to the new Tdap and Varicella requirements for 6th graders. Waivers accounted for 0 – 20% of the students; all were personal conviction waivers.
- PHNs are currently auditing day cares for adherence to the statutory day care immunization requirements.
- Planning has begun for the 2010-2011 flu season; clinic dates and times have been determined.
- The number of clients seen and the volume of vaccines administered in WHD immunization clinics during the second quarter 2010 continued as expected. See graphs below for trending.

2010 Immunization Clinic Clients - Monthly Average



2010 Vaccines Administered at Immunization Clinic - Monthly Average



Healthiest Wauwatosa 2010 Programs and Initiatives Highlights:

- **Annual Report:** The draft report will be emailed to you by the end of the week.
- **Community Health Assessment process:** WHD working with a Milwaukee Area Health Education Center (MAHEC) Community Health Internship Program (CHIP) intern to conduct focus groups on mental health and reproductive & sexual health issues this summer. WHD staff met with Wauwatosa School District (WSD) staff to discuss implementation of the Youth Risk Behavior Survey (YRBS). Questionnaire was drafted, reviewed, and finalized with WSD staff. WHD continues to work with WSD on conducting survey, hopefully at the end of September. WHD completed revising 2009-2011 work plans and timelines; they are currently implementing the work plans.
- **Alcohol, Tobacco, and Other Substances:** The 1st round of the tobacco compliance checks was conducted on April 24th by the Tosa Police Department. The health department secures the funding and reporting requirements to pay for the police overtime and other program expenses. 3 out of 28 locations sold to minors and were cited. Alcohol compliance checks were conducted on April 16; no establishment sold to minors. Next prescription medication drop-off in Wauwatosa is planned for September; WHD secured the funding to pay Veolia Environmental Services for disposing of the meds. WHD coordinated another series of Freedom From Smoking classes for Wauwatosa residents and Wauwatosa employees to begin on June 17th, before the statewide Smoke Free law is implemented.
- **Injury & Violence Prevention:** PHNs continue conducting home safety visits.

- **Nutrition:** WHD plans to submit a letter of intent for the MCW Healthier Wisconsin Partnership Program (HWPP) or “Blues Monies” to actively market and expand the Healthy Options in Tosa (HOT) program. The HOT program’s purpose is to work with local restaurant owners and operators to identify healthy menu options, highlight options so that consumers recognize them as healthy, and educate consumers about the HOT program. WHD’s program was not invited to submit a full proposal for development monies.
- **Access to Care:** There were a decreased number of births to Wauwatosa mothers through the first 5 months of 2010. See graph below for trends.

