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City of Wauwatosa Board of Health Meeting Minutes  
Tuesday, February 15, 2011 8:00 - 9:00 a.m.  
Health Department Conference Room

Present: Leslie Martin, Cheryl Davies, John Dunn, Nancy Kreuser, Bobby Pantuso, James Beix, Lori Nielsen, Lisa Simonds.

1. Call to Order- The meeting was called to order at 8:07 AM by Vice Chairperson, John Dunn.
2. Approval of agenda: Motion to approve the agenda
  - Motion: Leslie Martin
  - Second: John Dunn
  - Motion carried unanimously.
3. Motion to approve the 11/16/10 Minutes
  - Motion: Leslie Martin
  - Second: John Dunn
  - Motion carried unanimously
4. Comments from the public – none
5. Comments from Board – none
6. Administration: Nancy Kreuser, City of Wauwatosa Health Officer
  - **Staffing Update-** Health Department is interviewing for a part-time Public Health Specialist (PHS) position. Five of 11 candidates were interviewed to date, with 23 total applications. Second interviews will be scheduled next week. One Public Health Nurse resigned effective July 2011.
  - **2011 Grants--** contract negotiations/signatures are being finalized with the state. We have \$36K in consolidated grants (lead, immunization, maternal/child health, prevention). We were allowed to rollover pandemic funds into 2011 for a total of about \$60,000. Cities Readiness Initiative totals \$12.7K. We have about \$108,000 in grant money this year. The competitive public health infrastructure accreditation grant applied for in February is 12K (pending notification). We are executing a weatherization grant for \$4,500 for five families to replace original windows and doors who meet eligibility criteria.
  - **Public Health Accreditation Board Governance Discussion-**Accreditation is a national system for local health departments may eventually replace the current DHS WI 140 review for performance standards currently done every 5 years. See handout 'Summary of Standards' which covers Part A: Administrative Capacity (policy and procedures, infrastructure) and the 10 domains (Public Health Essential Services). Handout 2 is an overview of the Governance domain. The third handout provides a detailed summary of what is required in this domain. Governance centers around having current policies and procedures; agency policies, human resources, written agreements, and financial systems of the organization. Leslie Martin raised the following questions:

- How long does this process take? Per Cheryl, it most likely takes 6 weeks to 3 months to gather the evidence.
- What does this entail? Per Nancy, we'll develop our strategic plan, complete our community health assessment, develop our community health improvement plan, and standardized policies and procedures. This is normal business practice.
- What is the goal-? Per Nancy, it is for quality improvement--efficiency, improved infrastructure and standardization.
- Cheryl Davies wondered what would be the timeline to apply. The first applications and reviews begin in the fall of 2011. Per Nancy, we are starting this now, getting the necessary preparation underway, in order to apply in 2012. We would have to do the work for the state's DHS 140 review in 2014 which is about as time intensive.
- **Performance Management System Policy Discussion:** See handout 4: 'About Performance Management'. Performance Management System is the continuous use of performance standards, performance measurement, and reporting of progress and quality improvement. WHD supports having a performance management system to improve the public's health. As part of the WHD performance management system, will continue with internal health improvement subcommittees, continue training on and designing reports, and train staff on evaluation methods. Handout 5: 'Domain 9: Evaluate and Continuously Improve Processes, Programs, and Interventions' is a sample of the standards, measures, and documentation required by PHAB during the accreditation process.
- **Community Partnership Meetings-** Lori Nielsen and I attended meetings to speak with Children's Hospital representatives on maternal child issues and child/infant death reviews. We met with Froedtert Hospital/Medical College of WI who would like to partner for community assessment and improvement plans. Nancy will attend Froedtert's Community Benefits Strategic Planning Process as well as with a 6-county group of health care systems and local health officers on community assessment. Lori and I met with Jeanette Gremmels to discuss the Living Well community program that focuses on chronic disease management.

## **Communicable Disease (CD) Update: Lori Nielsen, Nursing Supervisor**

### **SENTINEL EVENTS**

***Enteric Outbreak Follow-Up # 1:*** In November, 11 of 12 family members dining at a local restaurant became ill with enteric symptoms after eating pizza. The family member without symptoms ate only salad. Most family members handled a sick infant. The investigation could not verify illnesses were related to food handling at the restaurant since there were no other citizen complaints.

***Enteric Outbreak Follow-Up # 2:*** On November 15, WHD was alerted to an enteric outbreak at a healthcare facility on the county grounds. The investigation revealed 9 individuals on a single unit experienced diarrhea with the earliest onset date of November 13. The investigation into staff members revealed 8 staff ill with enteric symptoms, the earliest onset date of November 8. Stool samples confirmed Norovirus. The cause was identified as staff to patient.

***Enteric Outbreak # 3:*** On January 11, WHD was alerted to an enteric outbreak at an adult living facility in the assisted living and independent living units. Both residents and staff were symptomatic as early as December 22. A total of 22 residents and 7 staff members were ill. The situation was resolved on January 25. Norovirus was the confirmed causative agent.

***Enteric Outbreak # 4:*** On January 19, WHD was alerted to an enteric outbreak at an adult living facility on 4 units. The investigation revealed a few employees were symptomatic at the end of December. 52 of 142 (36.6%) residents were ill; 36 of 250 (14.4%) employees were ill. The cause was Norovirus. The outbreak was over as of February 3.

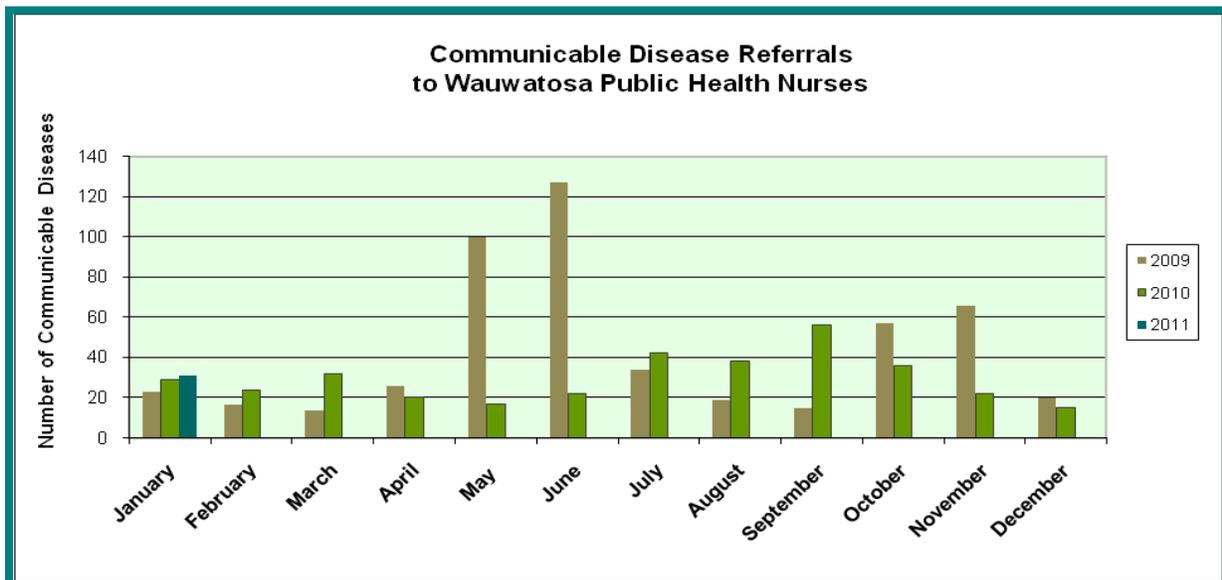
***Enteric Outbreak # 5:*** On February 10, WHD was alerted to an enteric outbreak at an adult living facility. The outbreak began on February 3. As of February 11, 16 residents and 4 employees were ill with enteric symptoms. Specimens were collected and sent on February 11. The investigation continues.

**Enteric Outbreak # 6:** On February 11, WHD was alerted to an enteric outbreak on a skilled nursing unit of an adult living facility. One staff member and 4 residents are ill to date. Per the WI Division of Public Health (DPH), no specimens will be collected; it is presumed to be Norovirus since it is prevalent in the area. The investigation continues.

**OTHER**

**Sexually Transmitted Diseases (STDs):** STDs continue to account for the majority of reported communicable diseases.

**Trends:** See graph below for trends.

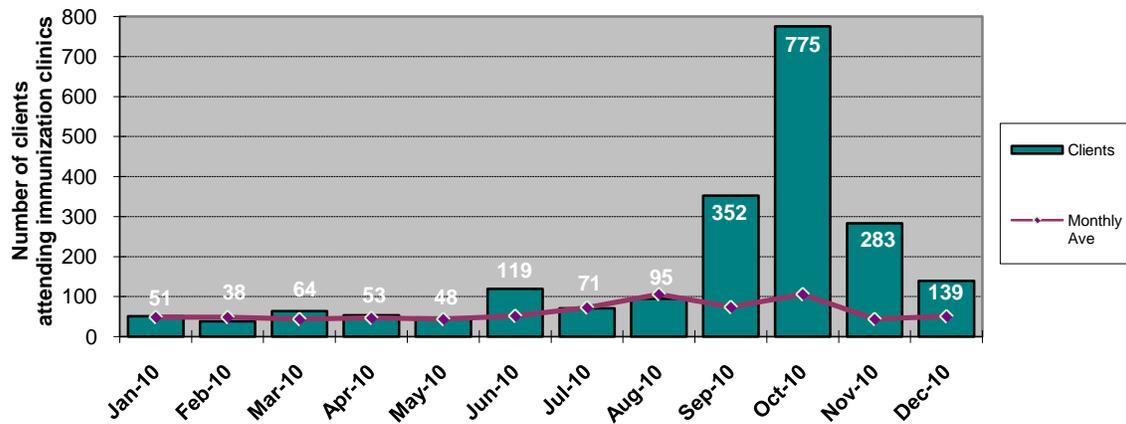


\*\*\* Regional measles outbreak in April 2008; H1N1 outbreak in May/June and Oct/Nov 2009. \*\*\*

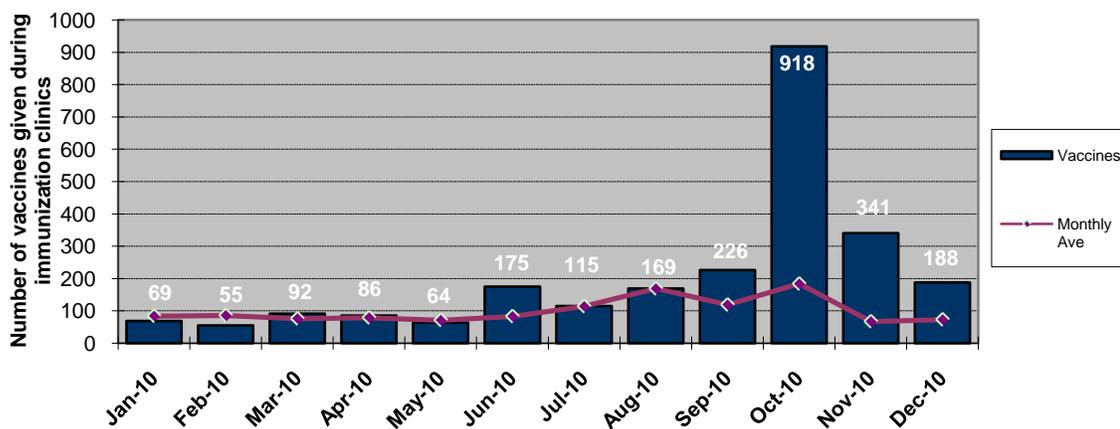
**IMMUNIZATION PROGRAM**

- Influenza:** There was a sharp increase in the number of cases in the previous week. Influenza-like illness (ILI) is above baseline in the U.S. and in this region. The state and southeastern Wisconsin is experiencing moderate ILI activity. A majority of the hospitalizations were due to subtype A/Unknown.
- Wauwatosa Two-Year-Old Immunization Assessments:** Wauwatosa and the public health system strive to have 90% of all 2 year-olds be up-to-date with their immunizations by the time children reach their second birthday. In 2010, 67% (325 of 482) of all Wauwatosa children born in 2008 met this standard. When "late up-to-date" children were included, the rate increased to 77%. "Late up-to-date" children is defined as a child receiving all recommended immunizations within one month of their second birthday. WHD staff analyzed the immunization patterns of the 6 clinics that serve the majority (304 or 63.3%) of the 2 year-olds. Children seen at one clinic were 3.2 times more likely to not have all the recommended immunizations as compared to other clinics. WHD plans to initiate discussions and develop a plan of action with the clinic beginning in March.
- Immunization Clinics:** All flu shots were included in the 2010 September, October, November, and December tallies; these were not fully integrated into the totals in previous years. See graphs below for 2010 trending.

### 2010 Immunization Clinic Clients - Monthly Average



### 2010 Vaccines Administered at Immunization Clinic - Monthly Average



#### Healthiest Wauwatosa 2010 Programs and Initiatives Highlights:

- **Community Health Assessment process:**
  - Youth Risk Behavioral Survey (YRBS) preliminary data completed. See handouts. Wauwatosa School District (WSD) distributed draft data to school staff on December 17. WHD assisted Tosa United in presenting preliminary data to the public on January 18. Currently, WHD is working with the Medical College of WI (MCW) Biostatistics Department to determine statistical significance with selected items. Items include the difference between 2007 and 2010 data and between the entire WSD population and the Tosa-only WSD population. Priority will be on the substance abuse questions.
  - Mental health survey – see handout for themes.
  - Reproductive health survey – see handout for themes.
  - Breastfeeding Survey – Conducted a randomized retrospective breastfeeding survey of Wauwatosa mothers of 2 year olds. The majority (88.9%) of moms initiated breastfeeding. See draft handout for more information.
  - WHD plans to conduct focus groups this spring/summer on issues affecting youth, reproductive health/maternal-child health (MCH), and injury prevention. MCH-related focus groups will be done

jointly with the West Allis Health Department. Initial meeting with potential focus group facilitator scheduled for February 18.

- **Alcohol, Tobacco, and Other Substances:**

- The next tobacco compliance check is scheduled for March. The Wauwatosa Police Department work with volunteer youth to check if tobacco retailers sell to minors. WHD secures the funding for police overtime, disseminates compliance check results to the community, and ensures compliance with all grant requirements.
- WHD is assisting the Wauwatosa School District (WSD) with writing a \$64,000 grant for the 2011 – 2012 AODA district needs. WHD and WSD staff will begin grant discussions on February 15.
- Alcohol compliance checks are scheduled for May, in time for prom.
- Tosa United in partnership with Best Buy is hosting 2 technology classes for parents. The class objective is for parents to familiarize themselves with the technology their children are using, including the Internet and cell phones. The first class is for beginners and the second class is targeting parents with some basic knowledge. These free classes are hands on labs; parents are encouraged to bring their own laptops and/or cell phones.

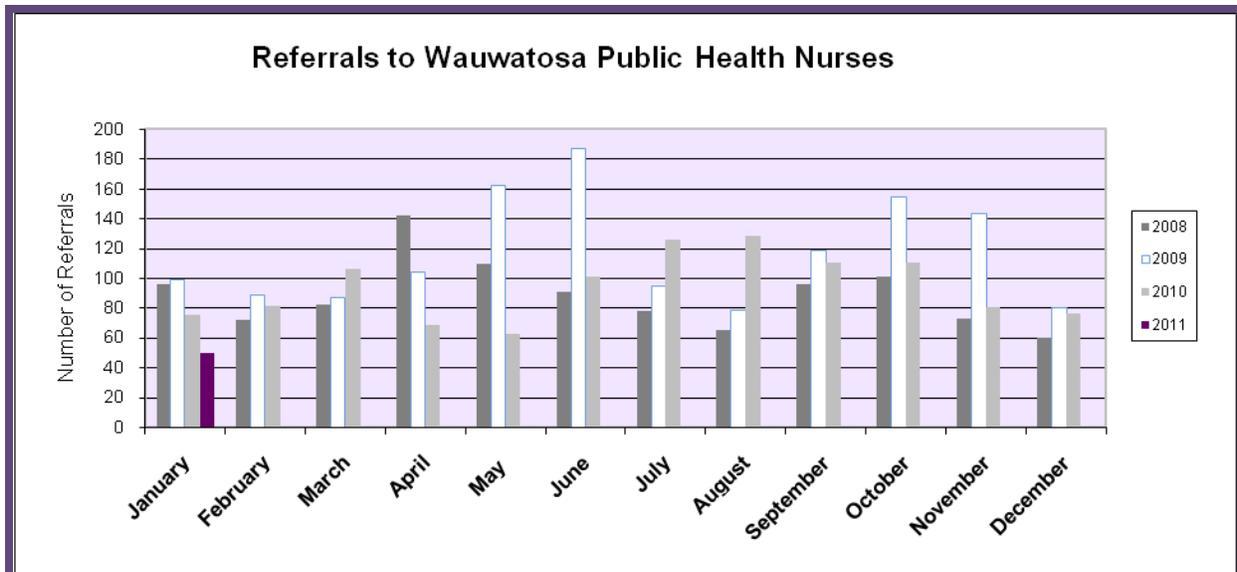
- **Injury & Violence Prevention:**

- PHNs continue conducting home safety visits.
- A PHN and RS continue to implement the Weatherization Mini-Grant pilot. This is one of the Lead Poisoning Prevention Grant objectives. The first 5 applicants have met the HUD and program criteria for original components for window/door replacements. Two initial inspections have been completed. After the pilot program, WHD will evaluate program including WHD time and resources. Tosa's Community Development Department stated that there are more funds available for expanding the program beyond the initial pilot.
- Collaborating with Froedtert staff for continuous injury prevention data by ICD-9 coding.

- **Public Health Database:** WHD finally launched its initial module in the long-awaited public health database on January 28. The 'Inquiries' module logs phone calls and front desk encounters by date, health priority, and essential services along with other fields. PHNs are double logging through February for quality control. The Referral/ Complaint module is in the final stages of beta testing. The Case Manager is in the initial stages of beta testing. The Programming module is still in development.

- **Annual Report:** A combined 2009 and 2010 Annual Report is in process. MCW student, Brianne Runyan, is assisting in the technical writing. A draft will be available at the next meeting.

- **Access to Care:** The number of referrals for January is down due to the State's technical difficulties in processing birth reports for the locals. Birth reports became available around February 2. There will be a higher than expected number of referrals in February because of this "catch up". See graph below for trends.



James Beix, Public Health Manager

- Environmental Health Updated Database: Status Update- Process of rebuilding database to a sequel server. Bill Lambrecht is creating a working pilot for this year; WHD to take over agent establishment licensing in 2012. We will run a dual system in 2011.
- Licensing, Inspection & Enforcement: Massage establishment license revocation is proposed due to illegal activity charges. Building is currently closed and owner is selling the business.
- OSHA and DNR investigated a home that performed a roof removal; asbestos was incorrectly removed. OSHA citation for 14K, and DNR also cited 1K.
- Animal bite exposures/ declarations: Two bat samples submitted to State lab were negative.
- City/County Water System letter: WHD is drafting letter to advise approximately 150 City residents who are currently connected to the Milwaukee County Water System. When a water advisory is called, these residents need to know to follow the precautions. Bobby Pantuso questioned how we will notify residents in the future? Per Jim, in addition to this official letter of notice, residents will receive the information from Milwaukee County Water System representatives by door hanger pamphlets.

7. Old Business- none

8. New Business- none

9. Announcements

**Next meeting April 19<sup>th</sup> 8-9AM**

(Then meet every other month until summer: June 21, September 20)

10. Motion to adjourn 9:14 AM

- Motion: Leslie Martin
- Second: Cheryl Davies
- Motion Carried unanimously

Recorder: lms