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City of Wauwatosa Board of Health Meeting Minutes  
Tuesday, April 19, 2011 8:00 - 9:00 am  
Health Department Conference Room

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

1. Call to Order- The meeting was called to order at 8:03 AM by Leslie Martin, Chairperson.
2. Approval of agenda: Motion to approve the agenda
  - Motion: Leslie Martin
  - Second: John Dunn
  - Motion carried unanimously.
3. Motion to approve the 2/15/11 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

**Budget Repair Bill Impact:**

- Exact local impact is still being determined.
- Union contracts revisited tonight by Council.
- Retiree health insurance contribution (proposed 10%) near future.
- Department Director meeting 4/20: Strategic Planning and budget discussion.
- Wauwatosa positioned better than other Cities; continue rolling vacancies and evaluation prior to filling.
- ICC meetings March and April focused on a proposal by the City of Milwaukee to consolidate multiple services. A study will be done. Similar studies have been conducted in the past. Shared service model being used nationally. WHD currently works with other suburban health departments and the 2-county consortium to collaboratively address problems.

**Personnel Updates:**

- Much time interviewing during March and April to fill vacancies.
- Public Health Specialist position was held vacant for 15 months. The position was reduced from full time to 32 hours per week during the 2011 budget cycle. 23 applicants; 10 applicants interviewed in round one; 3 final candidates. Jena Trask accepted the position and will start 5/2. She is a Wauwatosa resident, has her MPH from Tulane University and worked at DHS in the food borne outbreak division. Our WHD managers and staff have tried to keep projects moving until this key position was filled.
- Public Health Nurse: 24 applicants; 12 applicants interviewed in round 1; 4 final candidates—completing the second interview this afternoon. Various strengths of each with some new graduates being considered as well.

- MCW-MPH Students: Nick Hevey's Field Placement this summer will focus on conducting a PHAB gap analysis for accreditation with a focus on governance. Brianne Runyan will return for her final semester Capstone project which will focus on accreditation and its impact on the WI DHS140 Review process.

**Accreditation Activity Update:**

- Multiple meetings: Met with Lisa Simonds for orientation; met with legal department (HIPAA and Ordinance review); met with the West Allis Health Department for their perspective on how to organize the accreditation process; met with WHD managers to discuss a broad approach of all domains: what's done, what's partially done, what we need to do, (based on upcoming gap analysis); student and staff assignments based on gap analysis findings.

**Public Health Infrastructure and Quality Improvement Grant:**

- WHD was awarded a grant of approximately \$12,000 to forward the community assessment process and focus group activities. We have started some of the grant activities. Nancy attended the CVMIC Strategic Planning Management class. This information will help to continue operations toward the goal of accreditation which we started back in 2008.

**Annual Report (Combined 2009/2010: for motion)**

- Need a motion to finalize the 2009/2010 Annual Report. This document is sent to the Southeast Regional Division of Health by 4/30. It will be posted on our website and sent to Board Members
- Motion for approval:
- Motion: Chris Shaw
- Second: Leslie Martin
- Motion carried unanimously.

**Community Partnership Meetings:**

- Nancy participated in the Froedtert /Medical College of WI Strategic Planning/Community Benefit Meetings in February and March to provide a public health perspective.
- Milwaukee Health Care Partnership Community Health Assessment Workgroup met in March and April. Health Officers and health care systems representatives from a 6- county service area partner to revise and standardize a community health survey that is conducted every 3 years. This is to save costs and to also find ways to collaborate on the community assessment process given the change in the IRS rules for health care.

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

**SENTINEL EVENTS**

**Enteric Outbreak # 1:** On February 10, WHD was alerted to an enteric outbreak at an adult living facility. The outbreak began on February 3. 34 residents and 5 employees were ill with enteric symptoms. Specimens were collected and sent to the Wisconsin State Lab of Hygiene (WSLH); no organism was identified. The outbreak was resolved on March 5.

**Enteric Outbreak # 2:** On February 11, WHD was alerted to an enteric outbreak on a skilled nursing unit of an adult living facility. Six staff members and 4 residents were ill. Per the WI Division of Public Health (DPH), no specimens were collected; it was presumed to be Norovirus since it was prevalent in the area. The outbreak was resolved on February 23.

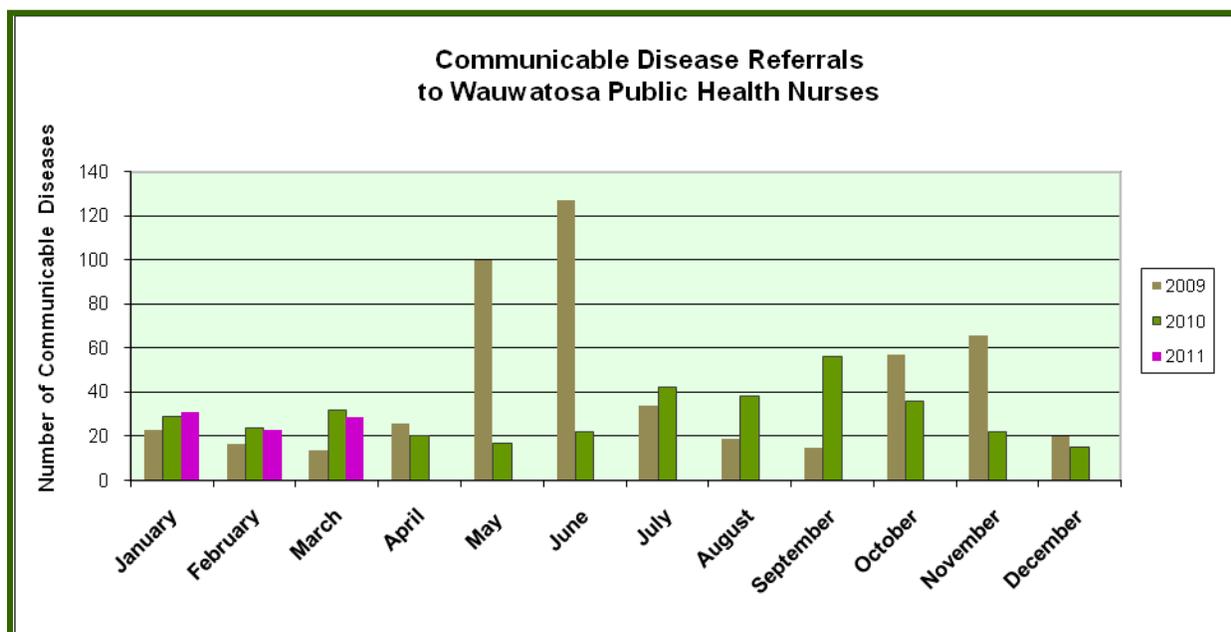
**Enteric Outbreak # 3:** WHD was alerted to a second wave of an enteric outbreak at an adult living facility beginning in January. The second wave began on February 19. 8 residents and no employees were ill with enteric symptoms. Per the WI Division of Public Health (DPH), no specimens were collected; it was presumed to be Norovirus since it was prevalent in the area. The outbreak was resolved on March 16.

**OTHER**

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

**Refugees/tuberculosis:** Burmese refugees continue to move to Wauwatosa. Two refugees have needed extensive case management services to investigate tuberculosis infection/disease.

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



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

## Healthiest Wauwatosa 2010 Programs and Initiatives Highlights:

### Community Health Assessment process:

- YRBS data is complete. WHD worked with MCW Biostatistics Department to determine statistical significance on selected questions. Items included the difference between 2007 and 2010 data and between the entire WSD population and the Tosa-only WSD population. WHD will finalize report by next meeting; currently drafting a plan to distribute and disseminate the findings. John Dunn asked if the results were informative. Per Lori, Wauwatosa had better results regarding substance abuse and marijuana use. We had worse results on vegetable consumption. John Dunn and Chris Shaw would like an email when it is available. It will also be posted on the Tosa health website. John Dunn also confirmed with Lori that the next survey will look at bullying among youth.
- Mental health, reproductive health and the breastfeeding surveys conducted in 2010 are now posted on the health department website [www.wauwatosa.net/health](http://www.wauwatosa.net/health)
- In collaboration with the West Allis Health Department, WHD continued plans to conduct focus groups this spring/summer on reproductive health, maternal-child health (MCH), and injury prevention.
- WHD continues planning focus groups on issues affecting youth and issues affecting adults for spring/summer.

### Alcohol, Tobacco, and Other Substances:

- The tobacco compliance check was completed on March 19. The Wauwatosa Police Department works 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. 22 out of 27 establishments did not sell to minors; 2 checks were not completed because the student volunteers knew the clerk. Two establishments (Landry's BP and Famous Cigar) initially sold tobacco to the volunteers but then stopped the volunteers to double-

check their ages; no citation was issued in either case. The Pick 'N Save on State Street sold tobacco to the student volunteer, and the clerk was cited.

- WHD was assisting the Wauwatosa School District (WSD) with writing a \$64,000 grant for the 2011 – 2012 AODA district needs. However, due to the state budget repair bill, the grant may no longer be available. It is unknown if the school district will maintain the Tosa United coordinator position.
- Alcohol compliance checks are scheduled for prom time or graduation. WHD secured grant monies to pay for the police overtime, similar to what is done for the tobacco compliance checks. Leslie Martin questioned if the schools lost their funding and grants. Lori is unsure.
- Tosa United in partnership with Best Buy is hosted two technology classes for parents. The class objective was for parents to familiarize themselves with the technology their children are using, including the Internet and cell phones. The first class was for beginners and the second class targeted parents with some basic knowledge. Approximately 30 parents attended each class. Due to popular demand, more technology classes for parents are planned for the next school year.

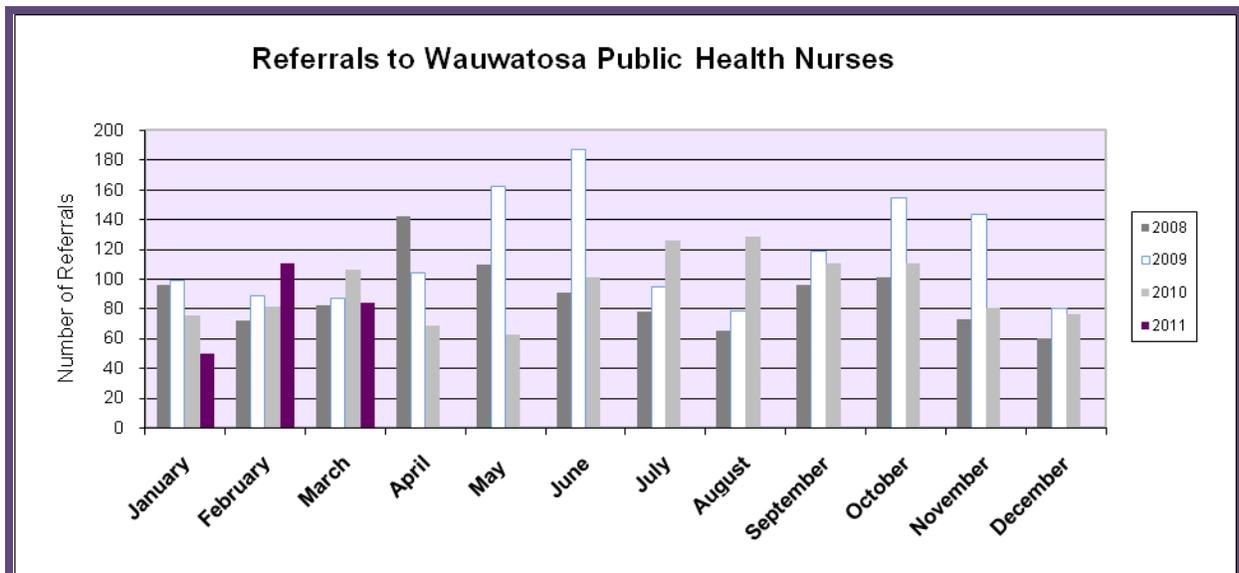
**Injury & Violence Prevention:**

- PHNs continued conducting home safety visits.
- Lead Poisoning Prevention Weatherization Mini-Grant Pilot update – One applicant had the work completed and is in process of passing clearance. Two applicants are waiting for the contractors to begin work. Two applicants are in process of completing the bid process.
- Issuing orders on two families with children having an elevated blood lead level to complete testing requirements. Dr. Dunn asked what happens if they don't comply. Lori stated citations will be issued.

**Personnel:** Much time spent on personnel and training. Discussed during Administration Report.

**Public Health Database:** The Referral/Complaint module is in the final stages of beta testing. The Case Manager is in the initial stages of beta testing. Most of the time has been directed toward developing the Programming module.

**Access to Care:** The number of referrals for new births is slightly down for the first quarter this year. See graph below for trends.



James Beix, Public Health Manager

- Environmental Health Updated Database: Status Update- Database almost finished. There are some printing issues being resolved. Consultant is working on templates and reports. The pilot licensing model is also moving to sequel.
- Licensing, Inspection & Enforcement: Quiznos opening. Little Caesars closed. Yo Mama Yogurt Shop and Rocket Baby Bakery to open soon. Milwaukee Best Massage has a new owner. Days Inn Pool closed for 2 weeks and now reopened. Monitoring two restaurants for cleaning issues. Team to update at quarterly inspection list at next RS meeting.
- Animal bite exposures/ declarations: We had 6 dog bites recently. Jim reviewing with Mark and Andy, Health Officer and legal department for circumstances surrounding incidents.
- Community Meetings: Met with festival coordinators for Tosa Fest, Hart Fest, and Farmer's Market. Farmer's Market to open on May 22<sup>nd</sup>.
- Preparedness: As a follow up to the Fall boil water advisory and future events: After talking with County representatives and City administration, the water department and WHD sent a jointly-signed Letter of Notice to the 150 parcels on Milwaukee County Water System main advising them to follow the precautions related to advisories. Dave McMahon will also assure County water resident who reside in Wauwatosa receive a door hanger message.. Chris Shaw wondered what was the response of the Tosa residents. Per Jim, the water department received one call from a resident regarding this issue.
- CRI Exercises: May 11th & June 15<sup>th</sup> to cover Anthrax exposure. Includes Waukesha, two Milwaukee, Ozaukee, and Racine counties.
- Biowatch/Air Sampling: A 2-hour simulation involving a call-down list of local health officials, a local teleconference and a 3 hour national teleconference for the detection of a Category A (small pox, plague) agent will take place mid May.
- Leslie Martin questioned whether the current Board of Health meetings should be expanded or changed in content. Chris Shaw and John Dunn wondered about advocacy/additional involvement, and acquiring more knowledge regarding public health issues and expanding overall awareness. Meetings will be 1.25 hours in length, from 8-9:15. Next meeting will focus on Board of Health responsibilities and opportunities.

7. Old Business- none

8. New Business- none

9. Announcements

**Next meeting June 21<sup>st</sup> 8-9:15 AM**

10. Motion to adjourn 9:24 AM

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

Recorder: lms