



CITY OF WAUWATOSA HEALTH DEPARTMENT
7725 WEST NORTH AVENUE
WAUWATOSA, WI 53213
Telephone: (414) 479-8936
Fax: (414) 471-8483
<http://www.wauwatosa.net>



City of Wauwatosa Board of Health Meeting Minutes
Tuesday, September 17, 2013 8:05 - 9:25 am
Wauwatosa Health Department Conference Room

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

Excused: Bobby Pantuso

1. Call to Order- The meeting was called to order at 8:05 AM by Leslie Martin.
2. Approval of agenda: Motion to approve the agenda
 - Nancy Kreuser added: Accreditation-- PHAB Statement of Intent for motion
 - Motion: Chris Shaw
 - Second: John Dunn
 - Motion carried unanimously.
3. Motion to approve the 7/16/13 Minutes <http://www.wauwatosa.net/index.aspx?NID=199>
 - Motion: Chris Shaw
 - Second: John Dunn
 - Motion carried unanimously.
4. Comments from the public – none
5. Comments from Board of Health – none.
6. New Business: Division Reports from Public Health Services
Administration: Nancy Kreuser, City of Wauwatosa Health Officer
 - 2014 Budget update – Budget process is underway. WHD Budget and Finance review is scheduled for Thursday at 6 pm.
 - Review of WHD policy and procedures for approval & resolution
 - Growth & Developmental Screening: Voluntary program using Ages & Stages screening framework for ages 0-5 years old, using the Denver system for some age groups. High-risk clients are contacted and screening is offered. Home visits offered by nurses. Health education information given to all. BOH discussion ensued related to importance of home visits, breastfeeding instructions and issues related to maternal complications.
 - Response to excessive heat conditions: Coordinated effort with Milwaukee County Heat Task Force which includes Health, Fire, and Police departments, Interfaith, 2-1-1 information
 - Alcohol & Tobacco compliance checks: Coordinated with Tosa United. Checks on retail establishment and sales to minors are conducted twice a year by police and paid for by a health grant.
 - Rabies control: relates to domestic animals, timelines and required follow up for enforcement, quarantine process. Complex decision making due to residence of animal owner, residence of bite victim (person or animal), counseling of people related to prophylaxis and lab testing of specimen in a window of time.

A motion to approve the 3 policies and procedures: John Dunn

Second: Chris Shaw

Motion carried unanimously; Resolution signed. See attached.

- Public Health Accreditation 2014 – PHAB Timeline was described by Nancy. A PHAB Statement of Intent for accreditation is generally submitted 6 months ahead, We plan to submit a formal application by June 2, 2014. Three prerequisites go in with the application and include: Community Assessment (completed 2011), Community Health Improvement Plan (to be completed by 12/31/13); and WHD Strategic Plan (2010 plan to be reviewed and revised by 12/31/13). Nancy reviewed the readiness checklist. Sue Javoroski, PHN was selected as our accreditation coordinator. Chris Shaw asked about the timing of our policy reviews and Nancy responded that accreditation could span 2014/2015—allowing for adequate time. We have internal teams in place (Health Improvement Committee/QI committees) that are methodically updating policies and procedures. The BOH reviewed the PHAB Readiness Checklist.
 - Moved by Chris Shaw
 - Seconded by John Dunn
- The BOH reviewed the PHAB Statement of Intent for submission in 2013 which gives provides one year's notice on our plans to submit an application
- The Statement of Intent was reviewed and approved.
 - Leslie Martin motioned to approve submitting a Statement of Intent
 - Seconded by John Dunn. A resolution was signed. See attached.

CITY of WAUWATOSA BOARD of HEALTH

Resolution

BE IT RESOLVED, by the City of Wauwatosa Board of Health, THAT the City of Wauwatosa Health Department is authorized to forward a Public Health Accreditation Board Statement of Intent in September 2013 followed by an Application in 2014 for local health department accreditation.

BE IT FURTHER RESOLVED THAT the amount of \$12,720 be set aside for accreditation fees in the 2014 Health Services budget, with the potential of being offset by a Public Health Infrastructure grant in January , 2014.

Passed and Dated September 17, 2013

Approved  _____

 _____

CITY of WAUWATOSA BOARD of HEALTH

Resolution

BE IT RESOLVED, by the City of Wauwatosa Board of Health, THAT the City of Wauwatosa Health Department Policies and Procedures listed below were reviewed and approved for implementation.

- Alcohol checks
- Tobacco checks
- Growth and development
- Response to excessive heat conditions
- Rabies control

Passed and Dated September 17, 2013

Approved J. Amos MD, Chetana Prasad MD, FPD
[Signature]

Public Health Nursing Division: Lori Nielsen, Nursing Supervisor

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

SENTINEL EVENTS

Below is detailed information regarding each sentinel event:

Healthcare facilities tuberculosis exposure #5075: On April 1, the WHD was notified of a healthcare provider (index case) working in Wauwatosa with active tuberculosis. Trace-back investigation determined that the index case was infectious beginning on December 28. Four Wauwatosa health institutions plus a health-related subcontractor were exposed. Over 605 staff, patients, and family members were exposed. In the first round of testing, 585 of the 605 (96.7%) identified exposed individuals have been initially tested. Six results were positive for latent tuberculosis infection (LTBI); none had active TB and are receiving prophylactic treatment. The second round of testing for most individuals began the last week of June. Over 90% of the high-risk exposures have had a second test; many more of the 'low-risk' individuals still need to be tested a second time.

Tuberculosis case #5077: On July 5, the WHD was notified of a positive tuberculosis sputum culture in an almost 99 year-old foreign born male. The individual was hospitalized in May for respiratory distress when the cultures were obtained; initial smear tests were negative. On July 15th, the WHD issued orders to place the individual in isolation; the orders were lifted on August 5 when the individual completed the necessary treatment to be considered non-infectious. The initial Daily Observed Therapy (DOT) continued until September 15; we are waiting on the desired medication course for the second phase of treatment.

Diphtheria case #5078: On September 9, the WHD was notified of a 3 year-old, non-resident hospitalized in Wauwatosa with possible diphtheria. The individual was symptomatic on August 27th, sought emergency room care on August 31st, and was transported directly to a Wauwatosa hospital. The individual was fully immunized but has an underlying medical condition which provided an opportunity for the diphtheria to take hold. Working with two local health institutions, line lists of close contacts were established and illness surveillance began along with a review of immunization status. On September 12, the CDC identified the specimen as a non-toxin, meaning that the close contacts did not need additional treatment or prophylaxis.

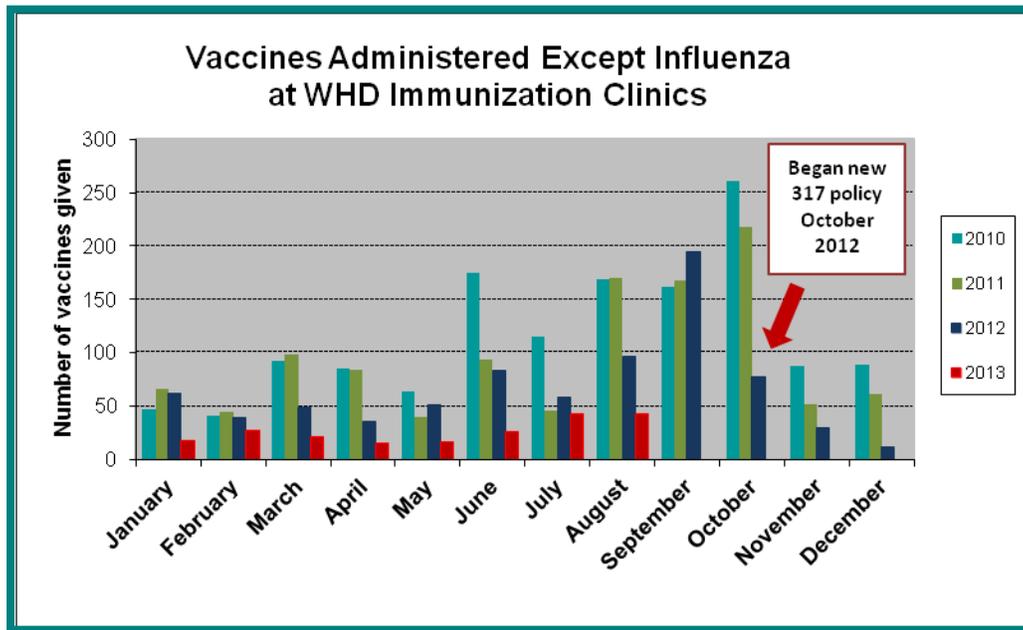
Immunizations

Flu Vaccine / Clinics: We have received all of our private stock flu vaccine supply; we are still waiting to receive any of our free children's vaccine. We have scheduled 3 mass clinics and 14 employee/retiree flu clinics. Currently, we are providing flu vaccine to homebound individuals and their caregivers. Next month, we will begin reaching out to the day care providers, adult living facilities, and private schools to provide flu vaccine to staff.

School Immunization Compliance rates: The Student Immunization Law requires that all children in schools and day cares must be up to date with immunizations. In turn, schools must identify which students are still behind on their immunizations by the 40th school day and forward the information to the district attorney's office for compliance. In addition, schools must report the number of students who are up-to-date, behind, in process, or have waivers for immunizations to the local health department by November of each school year. The WHD collects, reviews, and analyzes these reports and forwards the information to the state immunization program in accordance with the law.

Impact of 317 policy change: Due to the recent changes in federal funding, the WHD has not provided immunizations to children who are fully insured since October 1. The Centers for Disease Control and Prevention (CDC) define fully insured as "anyone with insurance that covers the cost of vaccine, even if the insurance includes a high deductible or co-pay". This definition includes situations when immunization costs are denied for payment because the plan's deductible was not met. The "high

deductible” population accounted from most of the individuals seeking immunizations through the WHD clinics. Since implementing the 317 policy change in October, the WHD experienced a 54.8% decrease in non-flu immunization clinic activity. See graph below. WHD will monitor the effect of 317 policy changes on Wauwatosa immunization rates and waivers, if any.



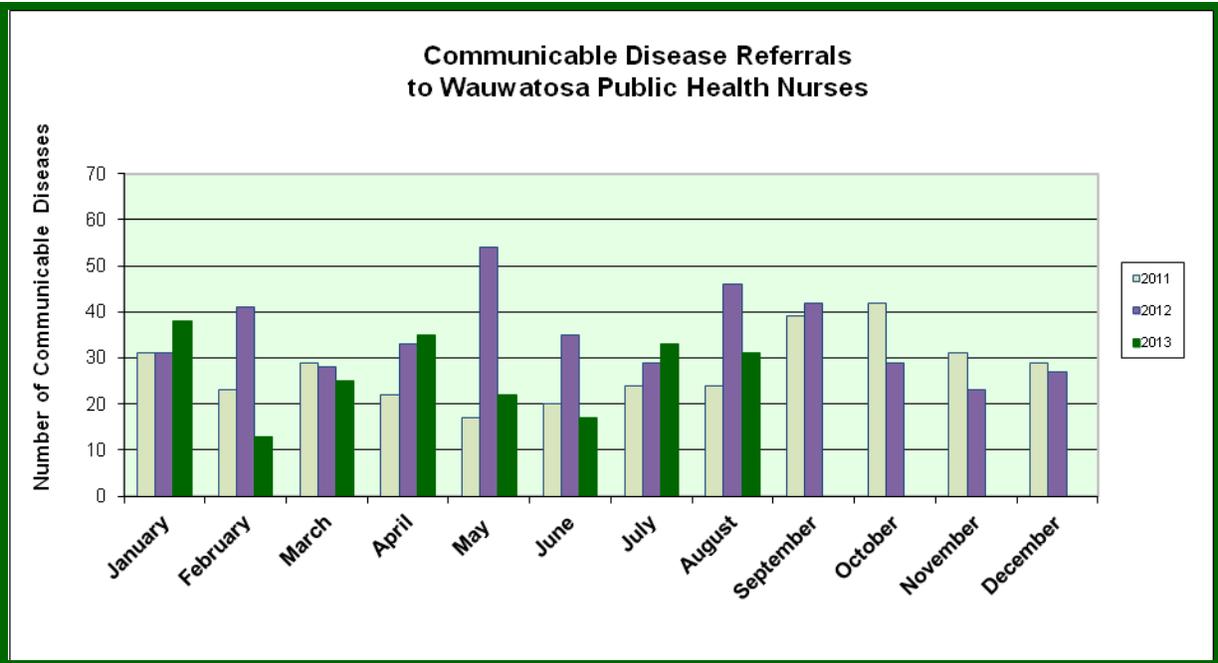
OTHER

CD Presentations: WHD will conduct a communicable disease presentation to the staff, residents, and residents’ family members of an adult living facility on October 2. The presentation was videotaped to provide training to additional staff. WHD had been working closely with this adult living facility to update their CD policies and procedures during the past two years. In the past year, the facility had a noticeable improvement in the number and length of outbreaks. A second CD presentation at another adult living facility is scheduled for October 9.

Pertussis statewide outbreak: The number of statewide-pertussis cases is declining.

Sexually Transmitted Diseases (STDs): STDs continue to account for the majority of reported communicable diseases during 2013.

Trends: See graph below for trends.



Healthiest Wauwatosa 2012 Programs and Initiatives Highlights:

Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) process:

- CHIP: Staff continues meeting with community partners to solicit and verify involvement in the five-year CHIP. WHD contracted with former WHD Specialist, Cindy Anderson, to write the CHIP.
- QIC: Quality Improvement Committees (QICs) are developed and modified the work plans; the QICs drafted and updated several departmental policies and procedures. Completed policies include:
 - Tobacco compliance checks
 - Alcohol compliance checks
 - Excessive heat advisories/warnings
 - Growth & development screenings
 - Rabies exposure
- Wauwatosa Breastfeeding Survey: WHD is conducting a retrospective survey on the breastfeeding practices of Wauwatosa mothers of two-year-olds. It is similar to the breastfeeding survey conducted in 2010.
- Completed report for 2013 Prevention Grant.

Alcohol, Tobacco, and Other Substances:

- As the interim Tosa United facilitator, the Medication Collection Day will be held simultaneously with the Crime Stoppers' Shred It event on Saturday, September 28 from 8:00 am to 1:00 pm.

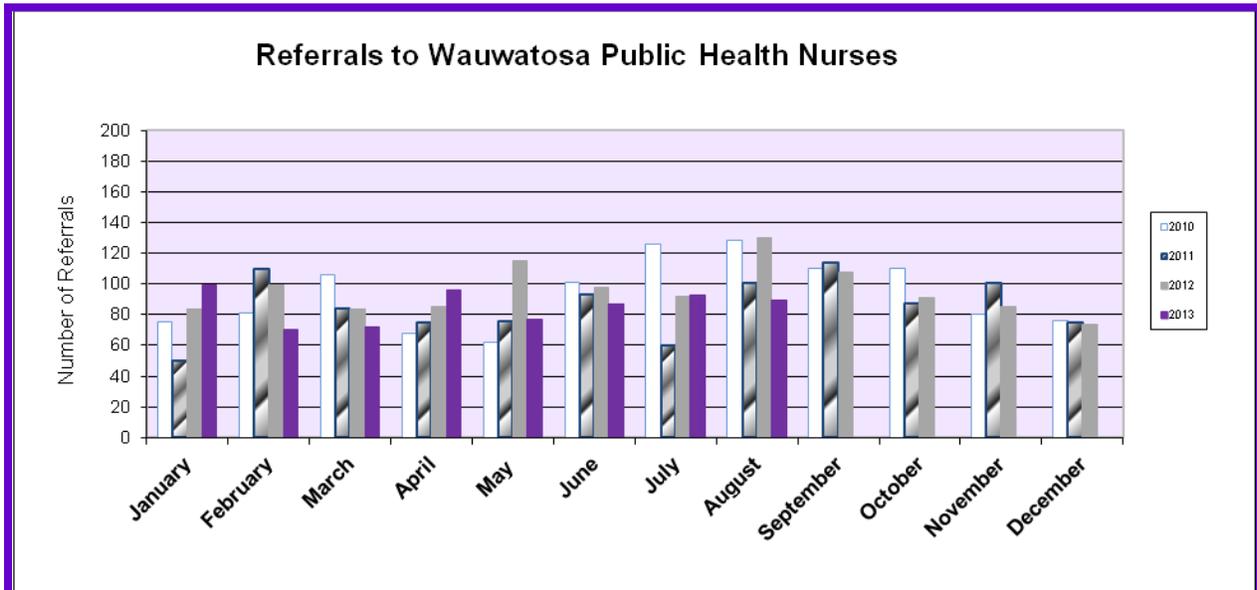
Injury & Violence Prevention:

- Home Safety Visits: PHNs continued offering and conducting home safety visits.
- Conducting outreach on injuries from furniture tipping.

Personnel: Staff continued orienting the Public Health Specialist and the Public Health Nurses.

Public Health Database: The Program Tracker database continues to be in development. Much time was spent identifying and defining what is a referral / complaint for future tracking.

Access to Care: See graph below for trends.



Environmental Health/Preparedness Division: James Beix, Public Health Manager

Environmental Health Division

State Agent Inspection Program

Licensing – food and soda water licensing is completed for the year. Currently WHD staff is working with Comptrollers to finalize the State of Wisconsin reimbursements (as a condition of the State Agent contract, WHD must submit to the State 10% of the State licensing fee for each licensed establishment). Payment must be submitted by September 30th.

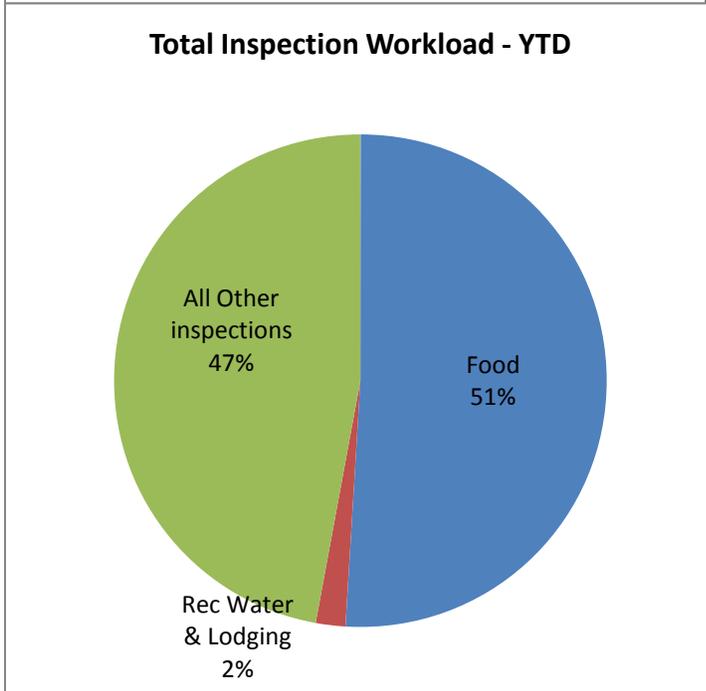
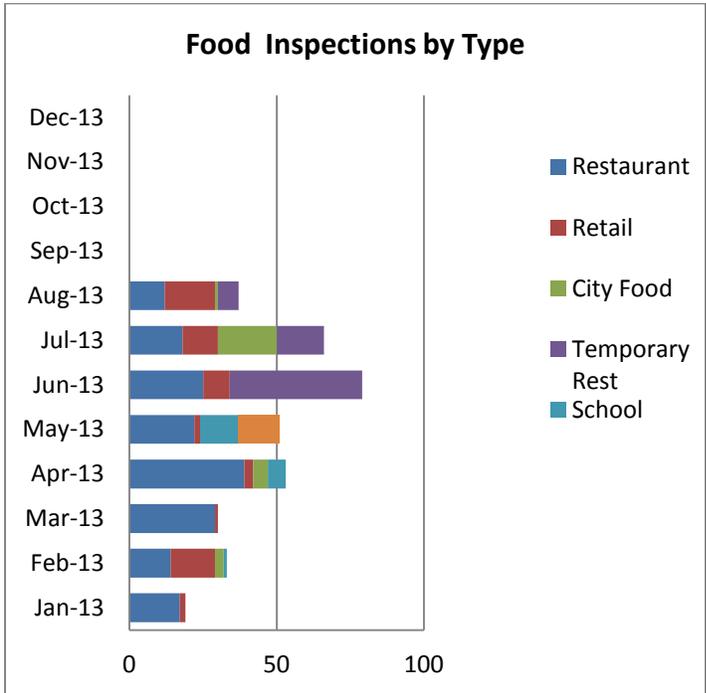
Agent self-assessment – WHD staff is compiling data for the annual Agent self assessment. The assessment is a survey that inventories WHD, personnel, training, licensing & enforcement activities and complaints received. The assessment is due on or before September 30th. Included in this report is last year's assessment find report.

Inspections –All City Food and outdoor pool inspections have been completed for the year. WHD staff continues to work through our pending inspection log for all remaining establishments.

The summer is an active time for temporary events such as Farmer's markets and festivals

- Temporary events that were inspected in this season:
 - Hart Fest
 - Hartung Park Farmer's Market
 - Highland Games Scottish Festival
 - Saints Constantine and Helen Greek Orthodox Church's Greek Fest
 - Tosa Tonight Concert series
 - Tosa Farmer's Market
 - Tosa Night Out
 - Tosafest

The Bigg's Roadhouse citation update: Judge Baker upheld two of three citations issued to Bigg's Roadhouse. Representatives from Bigg's Roadhouse have expressed their desire to appeal the finding in Milwaukee County Circuit Court. The hearing is scheduled for February 2014. WHD staff will work with the legal team to represent the City in this matter.

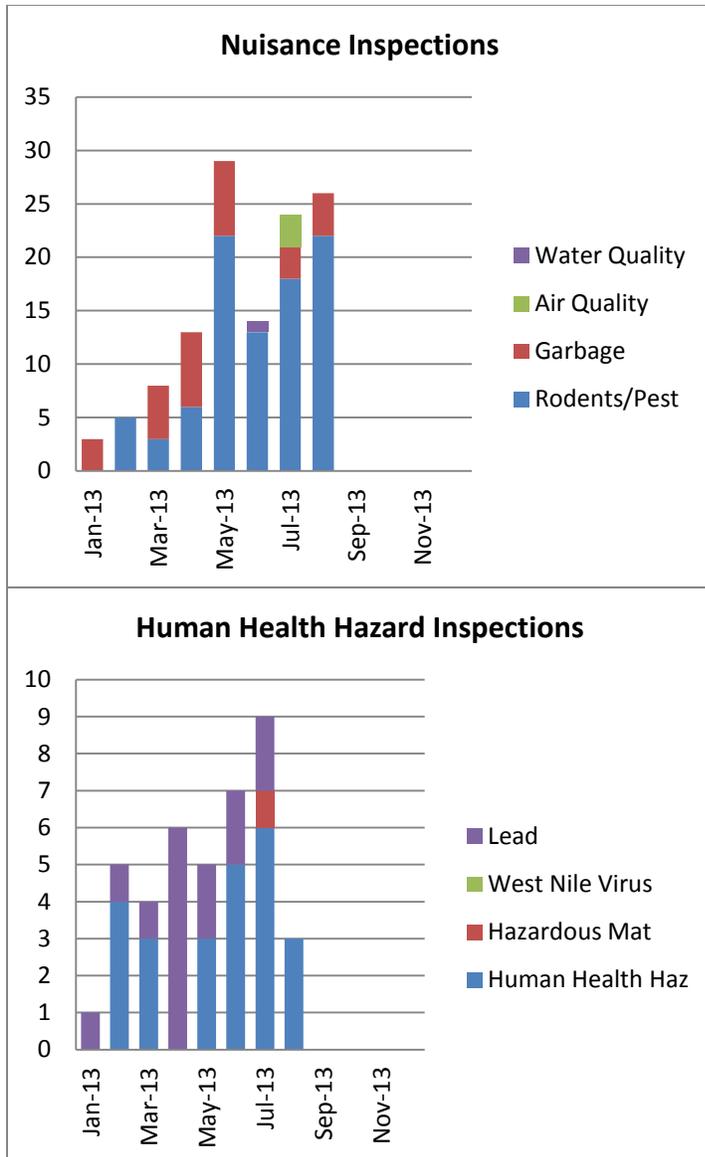


Nuisances/Human Health Hazards

Nuisance complaints for the season have been holding steady at approximately 25 inspections per month. Complaints should begin to decrease as the weather cools and nuisance species begin winter hibernation. WHD staff will monitor and respond to resident complaints and requests for assistance.

Orders have been written to abate an above ground pool which is unmaintained. The pool is filled with stagnant water and has become a breeding ground for mosquitoes and is a drowning hazard as it is unmonitored and unsecured. In 2011 orders were issued by the City and were unfulfilled. WHD contracted with a company to drain and cap the pool. All expenses were posted against the property tax roll. Time and lack of maintenance has allowed the pool to refill with rain water. If the orders are not met WHD will contract to have the pool disassembled and the liner rendered incapable of holding water. The legal department has verified that this is an acceptable resolution and WHD is on firm legal ground.

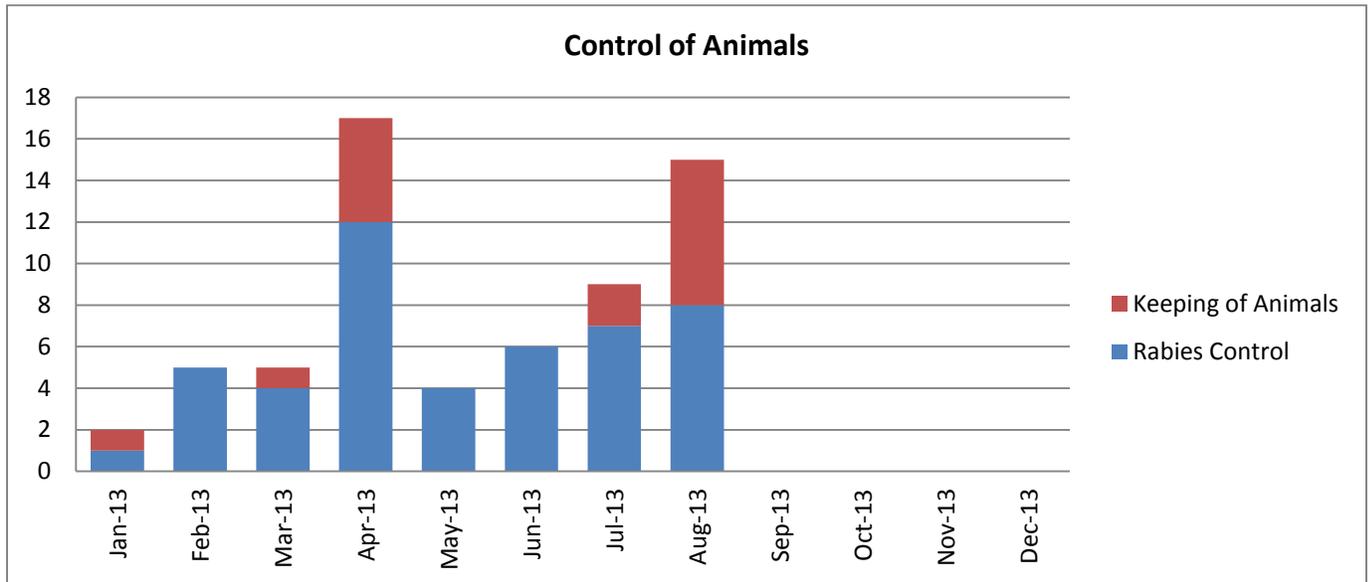
There has been no activity on our one open human health hazard case as the occupant has a medical condition and is in long term care. Once the owner is healthy WHD will continue its abatement efforts.



Rabies/Animal Control Program

- There have been 29 animal bites reported to WHD this calendar year. Four bats, 6 cats and 19 dog bites have been reported.

- Currently rabies exposures are under quarantine or being considered for dangerous or vicious declarations.



Preparedness

Public Health Preparedness Grant

The 2013/14 grant year began July 1, 2013. The objectives this year will focus on Community Preparedness, Responder Health and Safety and Fatality Management. Free vaccine for children will be provided at WHD mass clinics as an incentive to draw larger crowds to test our clinic communication modes, data gathering and surge capacity.

Cities Readiness initiative

The 2013/14 grant year is a continuation year with similar funding levels and objectives. WHD staff is revising the Health Department section of the City Emergency Activation Plan in order to incorporate the Milwaukee County news Emergency Support Functions model. This will enhance our plans and become a template for other City departments to us.

Tosa Area Preparedness Partners (TAPP)

The TAPP is a consortium of public and private Wauwatosa entities that meet to discuss emergency preparedness and collaboration opportunities. The private sector arm of the TAPP has representatives from hospitals, schools, long term care facilities and private industry members. The public sector arm has numerous City and Milwaukee County departments. The TAPP next meeting will be held September 24th at GE Healthcare and will focus on workplace violence.

Briggs and Stratton Closed Point of Dispensing Memorandum of Understanding)

Progress is being made towards formalizing an agreement between Briggs and Stratton and WHD to provide prophylaxis, training and resources in the event of an activation of the Strategic National Stockpile. This agreement would allow B&S medical staff to screen and dispense medicine in the event of a bioterrorism attack. A draft of the MOU was sent to B&S on September 13th for review and comment. A copy of the MOU is included in this report.

7. Advocacy/ Opportunities

- Discussed the pros and cons of a “Friends of the Wauwatosa Health Department” group. Community partnerships, more visible role in the community, similar to Greater Milwaukee. Questions concerning who would lead the group, the focus of the group, fundraising opportunities, and how to best utilize community volunteers. Could possibly focus on nutrition and

healthy eating, as well as fun events for the community. Per Nancy, we will keep all of these ideas in mind as we move forward.

8. Old Business

- None.

9. Announcements

- 5-K Run October 19, 2013 10 a.m. Hart Park
- City of Wauwatosa request for BOH goals next meeting
- Next meetings:
 - November 19, 2013 8-9:15 AM, Wauwatosa Health Department Conference Room
 - January 14, 2013 8-9:15 AM, Wauwatosa Health Department Conference Room

10. Motion to adjourn 9:25 AM

- Motion: Leslie Martin
- Second: John Dunn
- Motion Carried unanimously

Recorder: lms