



CITY OF WAUWATOSA HEALTH DEPARTMENT  
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<http://www.wauwatosa.net/health>



## Board of Health Meeting Minutes Tuesday, February 16, 2016 8:00 - 9:05 a.m.

Present: Laura Conklin, Cheryl Davies, Bobby Pantuso, Leslie Martin, Courtney Day, Chris Shaw

Special Guest: Senior Commission Chair Eileen Olen

Excused: John Dunn

Recorder: Lisa Simonds

1. Call to Order – The meeting was called to order at 8:00 AM by Chris Shaw (standing in for John Dunn, who was absent)
2. Approval of agenda: Motion to approve the agenda.
  - Motion: Cheryl Davies
  - Second: Leslie Martin
  - Motion carried unanimously.
3. Approval of 11/17/15 Meeting Minutes: <http://www.wauwatosa.net/index.aspx?NID=199>
  - Motion: Cheryl Davies
  - Second: Leslie Martin
  - Motion carried unanimously.

4. Comments from the public - none
5. Comments from the Board of Health - none
6. Wauwatosa Health Department Reports

**Administration:** Laura Conklin, MPH, Interim Health Officer

Welcome to Eileen Olen, Senior Commission Chair – Eileen was introduced to the Board of Health members and talked about her role and the new direction of the Senior Commission. Discussed the following items:

- Senior Survey and issues such as housing, transportation, communication, senior activities, and health/wellness. Reviewing how we vital information on programs and services communicated amongst seniors. Looking at ways to enhance the Wauwatosa website.
- Caring Community organization with is a group of Milwaukee counties focusing on pedestrian safety and dementia clients in the community and how to further train police regarding these situations.
- Memory Café program expanding to Tosa. Networking and socializing for older adults.
- Investigating the needs of “invisible” seniors; Neighborhood Association to help identify all seniors and assess their needs.
- \*Personnel Updates: Lisa Glynn will be working 32 hours/week as an Administrative Assistant. We are hiring for a part-time public health nurse and have 5 applicants to review. Laura Conklin acting as interim Health Officer.
- National Local Health Department Accreditation: Lean training for all personnel at the staff retreat on 3/10, performance management consultation and training. Revamping the QI plan to improve processes, customer service, and tracking items on a quarterly basis.

- City of Wauwatosa Community Health Assessment 2016 update – Cindy Anderson working on the Community Health Assessment.
- Healthy Wauwatosa Initiative: Meeting today 1 pm-3:30 pm; accreditation celebration to follow. Expecting around 40 attendees, including Fire, police, and various community representatives. This will be a quarterly meeting, with the next one in April. Focus is on the Community Health Improvement Plan, 4 priority areas, and how we can partner together.
- City of Wauwatosa Employee Engagement Survey update – Health department ranked well and we will work on “Committed to Quality”. More details to come.

**Public Health Nursing:** Courtney Day, Nursing Supervisor

**Communicable Disease (CD) Update:**

**SENTINEL EVENTS**

***Mumps exposure at Hospital #5118***

On November 17, 2015 the City of Wauwatosa Health Department (WHD) was notified by the Waukesha County Health Department of a Waukesha resident positive for mumps. The patient was treated at a hospital in Wauwatosa on November 13, 2015 and exposed several employees to the illness because proper protective equipment was not worn by hospital staff. The statistics from the State indicate over 60% of individuals diagnosed with mumps during this outbreak were fully vaccinated so even though the hospital employees had documented immunity to mumps, the WHD requested those employees with contact to the patient be monitored for signs and symptoms of mumps for 2 incubation periods (approximately 50 days). No secondary cases identified. Case closed on February 2, 2016.

***Active Tuberculosis exposures at Hospital #5119, 5123, 5125***

The WHD was notified of 3 separate patients with active tuberculosis (TB) treated at a Wauwatosa hospital in late 2015 and early 2016. In each instance the patient was in the hospital without proper isolation and exposed staff and other patients to TB disease. The WHD is working for the hospital's infection control and occupational health staff to correctly identify the staff and patients exposed. The hospital will be conducting follow-up TB screening for its staff for all exposures. The WHD is assisting the hospital to notify any staff no longer employed at the facility of the importance follow up screening. The WHD is also working with other local health departments to notify the patients of the TB exposure and provide education on follow up screening. Approximately 100 staff and 5 patients have been exposed from these three patients. Exposure screening and notification is ongoing through the hospital, the WHD, and other LHDs.

***Haemophilus Influenza Exposure at Daycare #5120***

On December 18, 2015, the WHD received a call from the Milwaukee Health Department to notify us of a Milwaukee resident that attended a Wauwatosa daycare had been diagnosed with Haemophilus influenza. In total 7 children were exposed to the index case during the infectious period on December 16, 2015. 6 lived in Wauwatosa and were follow up was provided by a public health nurse. The remaining child lived in Milwaukee and was contacted by the Milwaukee Health Department for follow up. No secondary cases of illness were reported in the children of the daycare or the daycare employees. The case was closed on 12/23/2015.

***Adult Living Facility Enteric Outbreak #5121***

On December 22, 2015, the WHD was notified by an adult living facility regarding three employees with enteric symptoms. The employees included RNs and CNAs with initial symptom onset date of 12/18/2015. Employees reported nausea, vomiting and diarrhea. Employees were monitored by the facility's occupational health staff and were excluded from work until symptom free for 48 hours. No laboratory testing was completed and no other illnesses were reported. The case was closed on 1/8/2016.

#### ***Adult Living Facility Respiratory Outbreak #5124***

On January 4, 2016, the WHD was notified by an adult living facility regarding an outbreak of residents with respiratory signs and symptoms. Overall 3 residents in an assisted living unit were monitored for respiratory symptoms that began on 12/30/2015. All individuals with acute respiratory symptoms were isolated. All three residents were tested and two were positive for RSV, the third test was negative. The facility continued respiratory outbreak surveillance measures until all residents were symptom free for 72 hours. The case was closed on 1/19/2016.

#### ***Adult Living Facility Enteric Outbreak #5126***

On January 29, 2016, the WHD was notified by an adult living facility regarding an outbreak of residents with enteric symptoms. Onset date of symptoms was 1/28/2016, with most residents reporting nausea, vomiting and diarrhea. Overall, 11 residents were monitored for enteric illness symptoms. 8 of the 11 residents were tested, and 2 were positive for norovirus type II. The other laboratory tests were negative. Isolation of ill residents continued until all impacted were symptom free for 48 hours. The case was closed on 2/8/2016.

#### ***Pertussis Outbreak at a School #5127***

On February 9, 2016, the WHD was informed of a third student at a local school to test positive for pertussis. All three students are in the same grade and have common classes with each other. A letter has been sent to all parents/guardians of students in this grade. Any future cases at this school would lead to a letter distributed to the rest of the student body. This case is ongoing.

#### **OTHER**

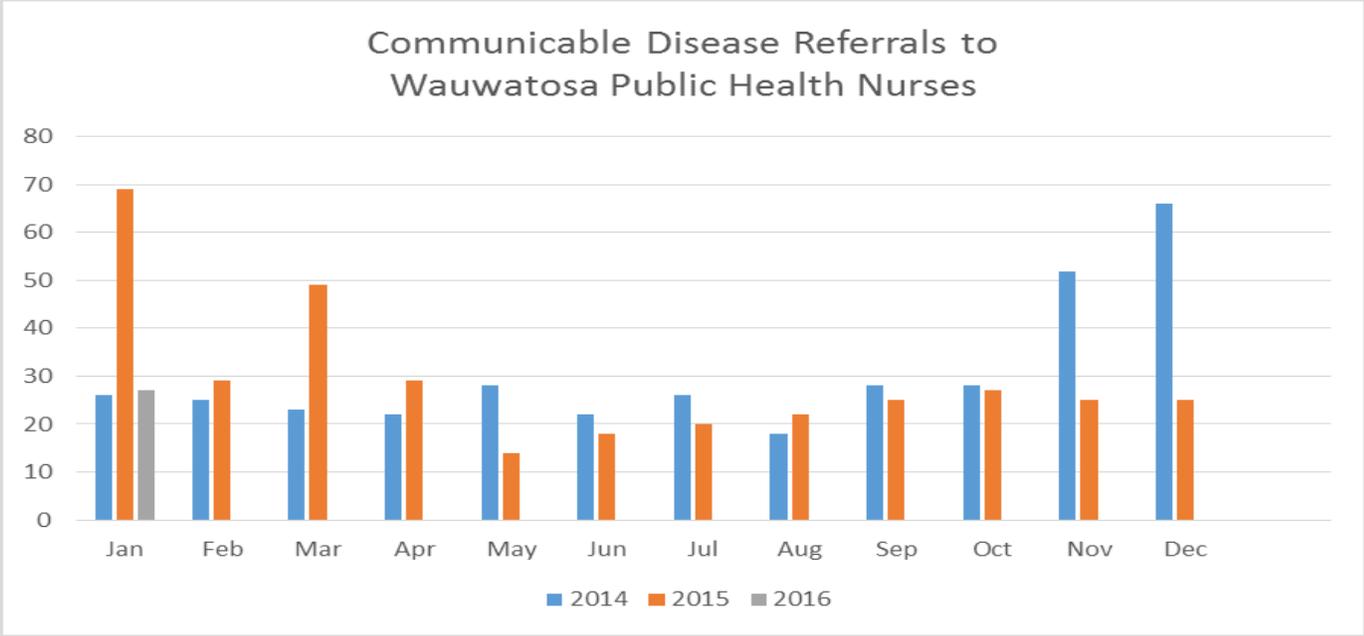
##### ***Update on Immunization Status at Student Residential Facility***

The WHD continues to work with an adolescent residential facility to bring the residents up to date with the immunizations required by the State of Wisconsin for school attendance. The residents are Chinese born and are here on student visas to obtain a high school diploma. While standard immunizations in China are highly mandated by the government, there is poor record keeping by physicians and parents which has left the students with incomplete vaccination histories. Absent of a valid vaccination history or laboratory evidence of immunity to a vaccine preventable disease, the students have been mandated to fulfill the vaccination requirements in Wisconsin. The facility is working with Walgreens and the Wheaton Franciscan Hospital system to get the students up to date. The WHD works closely with the facility to monitor the vaccine needs of the students as well as assist in entering historical vaccination information in the Wisconsin Immunization Registry. To date, the facility has 178 students, of which 70% (124 students) are up to date with the Wisconsin Student Immunization Law. The WHD plans to reach out to other local health departments to discuss immunization compliance for these students in the Spring and present a plan to the facility for the upcoming 2016-2017 school year.

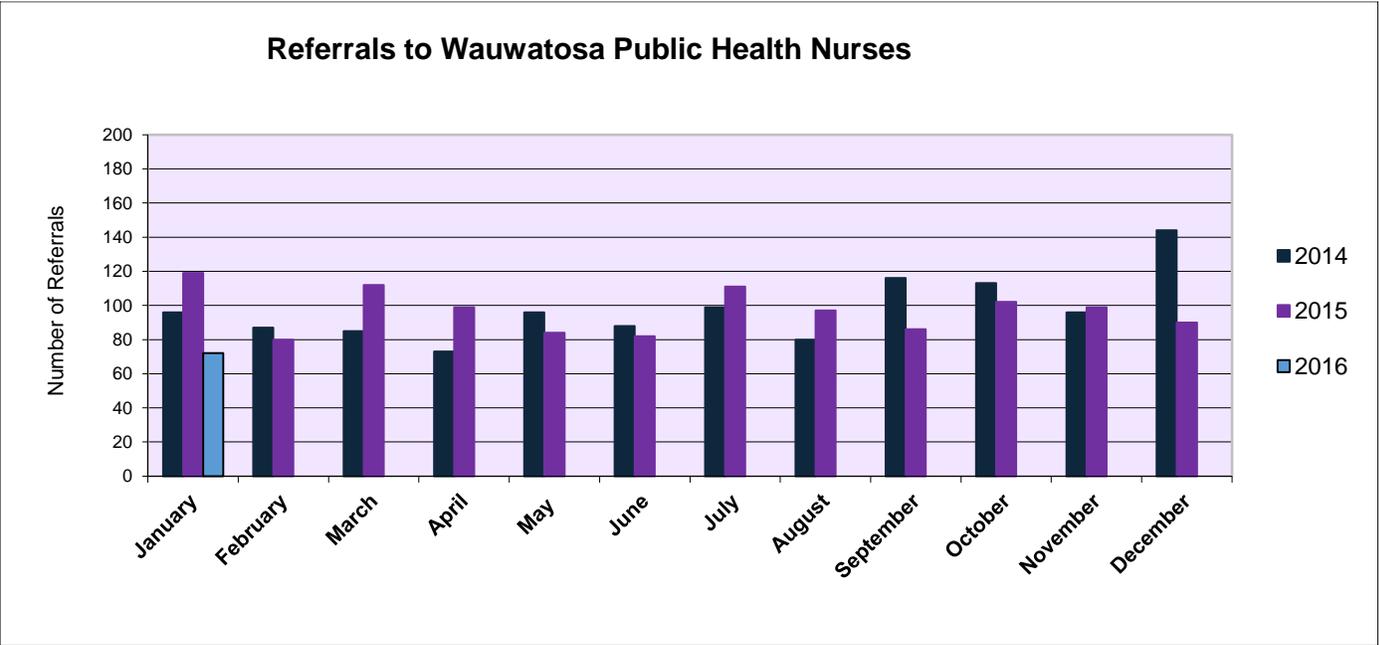
##### ***Zika Virus***

The WHD is investigating two suspect Zika virus cases. The Wisconsin Division of Health Services has requested all providers screen their patients for travel history and for any patient with travel to one of the endemic Zika virus countries exhibiting symptoms of the virus laboratory specimen are sent to the CDC for testing. Testing takes approximately two weeks at this time. A webinar about the most recent updates related to identification, diagnosis, and treatment of the illness was held on Friday, February 12, 2016.

##### ***Communicable Disease Trends:***



**WHD PHN Referral Trends:**



## **Nursing Programs and Initiatives Highlights:**

### **Quality Improvement (QI) Process:**

- YRBS: The WHD met with representatives from the Wauwatosa School District (WSD) to go over the 2015 YRBS results and begin planning discussions for the next YRBS to be conducted in February 2017. The WSD would like to focus more attention on mental health, injury prevention (discrepancies with data on students feeling safe, bullying behavior, and inattentive driving) and alcohol consumption. The WSD would also like to see the survey shortened from approximately 150 questions to about 100 questions. Next meeting is in April 2016.
- The WHD will receive Lean training in March 2016. Staff will be trained on other QI tools in the near future. Staff will begin to look for areas to implement from QI projects after the March 10 staff retreat.

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

- The WHD met with Wauwatosa Police Department (WPD) officers on January 5, 2016 regarding the Alcohol and Tobacco Compliance Policies and Procedures. The WPD provided copies of letters they send out to establishments prior to and after the compliance checks.
- The Health Department created a health impact statement in January in regard to an application for a conditional use request to establish an e-cigarette store on North Avenue. The location of the store was across the street from the Wauwatosa Montessori School. The WSD also created a statement in opposition to the establishment. The owner decided to pull his request before the Plan Commission meeting occurred.

### **Injury & Violence Prevention:**

- The WHD and Wauwatosa Fire Department (WFD) continue to promote the Remembering When program to increase awareness around fire safety and fall safety. A group presentation was given on January 12, 2016 at Hawthorne Terrace Apartments and 33 people were in attendance. Several other senior organizations have been contacted for group presentations and advertising will begin in March for the home visit portion of the program.
- The WHD PHNs continue Home Safety Visits for families with newborn and toddler age children. Home safety items and education are provided to families to prevent unintentional childhood injuries.
- Working with the Children's Library Supervisor on the summer programming with the library. Possible WHD topics include; distracted walking, mental health, and anti-bullying.

### **Access to Care:**

- Froedtert Hospital CHIP: Met on February 4<sup>th</sup> to discuss the health priority areas for the current CHIP. The five areas that were determined to be of greatest importance to the group included; Mental Health, Chronic Disease, Access to Care, Injury Prevention, and Alcohol and Other Drug Abuse (AODA). Next meeting is March 9, 2016.
- WHD PHNs attended Tosa Cares on January 16, 2016. The WHD provided flu shots to any in need. WHD also facilitated a booth for a representative from Covering Kids and Families Wisconsin to attend the event and assist any individual without insurance to sign up through the Market Place.

### **Physical Activity and Nutrition:**

- A WHD representative attends the monthly Bicycle Pedestrian Committee meetings as a city staff member. This committee was appointed by the Mayor to address the recommendations in the Bicycle Pedestrian Plan that was passed in 2014 by the City Council. Meetings have focused on specific areas of safety concern for bicyclists and pedestrians.
- WHD and WSD will review YRBS trending data for physical activity and nutrition at the April 2016 meeting to determine if additional or different questions should be asked to get at the root cause for a decrease in physical activity levels and a decrease in healthy eating habits.

### **Mental Health**

- The WSD has scheduled Youth Mental Health First Aid classes with the goal of teaching others in the community to recognize the signs of mental health troubles, reduce the stigma surrounding mental health issues, and provide additional resources for youth with mental health concerns to reach out.

The WHD serves on the advisory council with the WSD in the implementation of the mental health grant.

- The Wisconsin Lutheran College Health Communications Class presented their proposals to the Health Department for anti-bullying campaigns on December 9, 2015. All four presentations offered a unique and different approach to handling bullying and improving mental health at the middle and high school levels. A WSD representative was also on hand for the presentations.

## **Environmental Health/Preparedness Division:**

### **Environmental Health Program Updates:**

- **Food Safety Program Evaluation (August 2<sup>nd</sup> and 3<sup>rd</sup>)**  
Per the State Agent Contract, the City of Wauwatosa Health Department is scheduled for the evaluation of its food safety program. During the two-day evaluation, DHS/DATCP will conduct field Standardization exercises with WHD sanitarians, as well as perform an office review of all licensing and inspection documentation.
- **HealthSpace Implementation**  
The health department has begun conversations for a conversion to HealthSpace, the state's free inspection report program. Implementation of the new program will be in August/September, 2016.
- **Jersey Mike's Sub Shop and Gigi's Cupcakes Fire/Non-potable water response:**  
WHD responded to a call issued by Wauwatosa Dispatch regarding a fire and non-potable water entering a two licensed food establishment on 1/18/2016. Upon inspection it was determined that Jersey Mikes Sub shop had a fire in the rear section of the kitchen. The fire and non-potable water directly impacted both food contact surface and food products throughout the establishment. The establishment was immediately closed and placarded 1/18/2016. The establishment was immediately put on a conditional license. The establishment needed to comply with all conditions to release the placard to resume serving food to the public. The conditions for release were: voluntarily discard all food products and single service items present during fire/ non potable water; wash, rinse and sanitize all food contact surfaces; wash, rinse and sanitize all sealed cans and bottles; voluntarily discard all ice that was present during smoke and water damage; wash, rinse and sanitize ice bins in rear of kitchen; wash, rinse and sanitize all grill line equipment; ensure all other local entities of the City of Wauwatosa inspection components are fulfilled (i.e. building, fire, electrical, plumbing, etc.). This establishment did not re-open under an operational license until 02/02/2015.  
WHD also responded to Gigi's Cupcake's which is directly north of Jersey Mikes Subs. Non-potable water had entered the establishment from Jersey Mike's sprinkler response under a shared wall. Upon inspection, minimal water entered the establishment, however there were exposed food products on prep tables in rear of kitchen. The establishment voluntarily discarded all exposed food products (cupcakes, frostings, sprinkles, and other cupcake toppings). The establishment also washed, rinsed and sanitized floors/walls and food contact surfaces in kitchen. This establishment was able to remain operational after completing the WHD required tasks.
- **Commercial Dryer Fire at Dave and Busters (2201 N. Mayfair Rd.)**  
WHD responded to a call issued by Wauwatosa Dispatch regarding a fire and non-potable water entering the licensed food establishment on 1/25/2016. Upon inspection of the establishment it was apparent that the fire was contained in the rear of the establishment in a laundry room. The laundry room is adjacent to kitchen and dry food storage areas. Ultimately, the fire and non-potable water did not enter an area where food preparation took place or an area where food product would be contaminated. However, WHD required the following tasks be completed to reduce the risk of contamination of food contact surfaces and food products: all food contact surfaces be washed, rinsed and sanitized; wash, rinse and sanitize all sealed cans/bottles; voluntarily discard all ice that was present during smoke damage; wash, rinse and sanitize ice bins in kitchen; replace all damaged ceiling tiles throughout kitchen and ensure all other local

entities of the City of Wauwatosa inspection components are fulfilled (i.e. building, fire, electrical, plumbing, etc.). Furthermore, Dave and Buster's management indicated that they would be contracting a professional restoration company to remediate the damaged room. WHD required notification regarding the plan of action for smoke and water remediation. The plan of action was required to ensure the establishment could remain operational for their daily lunch and dinner service. WHD approved the continuance of operation of the establishment and food service to public on 1/25/2016 if all the listed items above were fulfilled to satisfaction. Fortunately, the joint efforts between the City of Wauwatosa entities enabled the establishment to remain operational for service on 1/25/2016 and the establishment had no loss of revenue.

- **North Avenue New Restaurant Growth**  
Plans submitted for four new restaurants. North Avenue Grill is expanding.
- **Dangerous Dog Declaration** (Pending)  
On November 9, 2015, the dog owner pled not guilty to the dangerous dog declaration. A trial date is scheduled for February 15.
- **Rodent and Pest Harborage Abatement Order** (Pending)  
On November 9, 2015, the home owner on N. Lefebvre pled not guilty. A trial date is scheduled for March 2, 2016.

**Public Health Preparedness Program Updates:**

- **Annual MCM-ORR Audit** – The Wisconsin Department of Health Services (DHS) will be on site on April 12<sup>th</sup> to conduct the Medical Countermeasure (MCM) Operational Readiness Review (ORR). In preparation for the review, two representatives from DHS will visit City of Wauwatosa Health Department on February 22<sup>nd</sup> to conduct training on what to expect during MCM-ORR.
- **HERC and Public Health Preparedness Consortium** – WHD continues to attend meetings of the Region 7 Healthcare Emergency Readiness Coalition (HERC), as well as the Milwaukee and Waukesha Public Health Preparedness Consortium. The region's large scale exercise is scheduled for June, 2016.

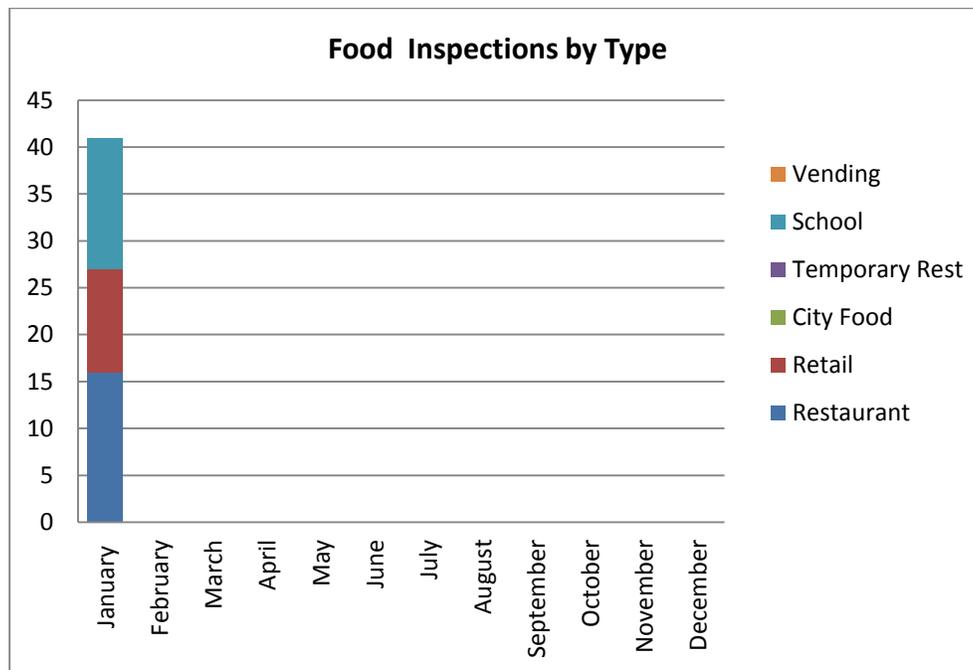
**State Agent Inspections**

WHD conducted 78 total inspection/enforcement activities across all programs in January, 2016. Thirty-one licensed establishment inspections were conducted including eight restaurants, nine retail food, and 14 schools (See Table 3).



**Table 3: Inspections: State Statute and City Code Enforcement**

Public Health Category	Description of Inspection Type	Initial Inspection	Follow Up Inspection	Pre Inspection	Total # of Inspections
Food Establishments	Restaurants: State Agent contract enforcement	8	4	2	14
	Retail (grocery) State Agent	9	0	2	11
	City food	0	0	0	0
	Schools	14	0	0	14
	Foodborne Illness Complaint	2	0	0	2
Lodging	Hotels/motels; B&B; rooming house	0	0	0	0
Public pools	Swimming pools, hot tubs	0	0	0	0
Massage Establishments	Licensing, complaints	0	0	0	0
Human Health Hazard	Unsanitary conditions	4	0	0	4
	Lead (Pb)	1	0	0	1
Nuisance	Rodent/pests; City Code	6	5	0	11
	Garbage	2	0	0	2
Rabies Exposures	State statute; City Code Enforcement	0	0	0	0
Keeping of Animals	City Code Enforcement	2	2	NA	4
Other activities		12	3	NA	15
Total		60	14	4	78

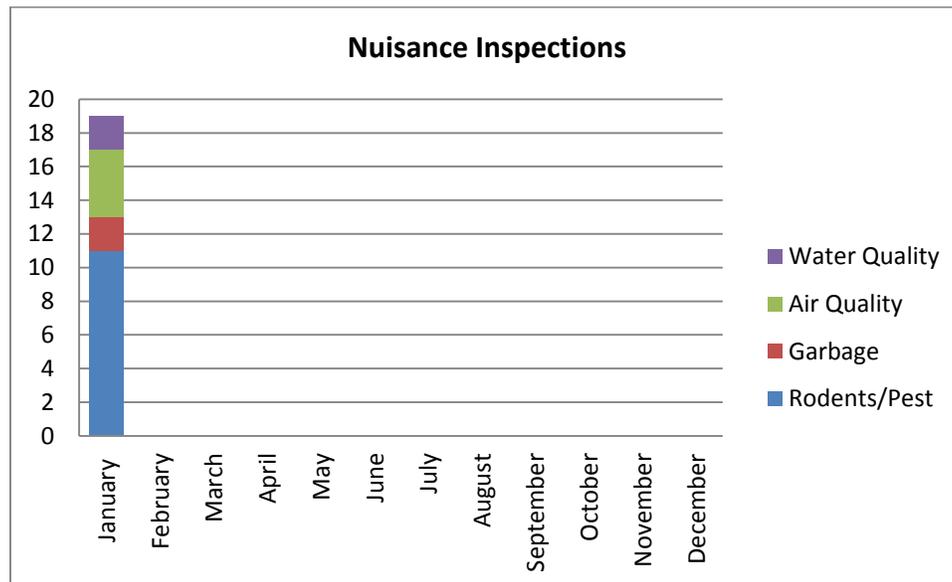
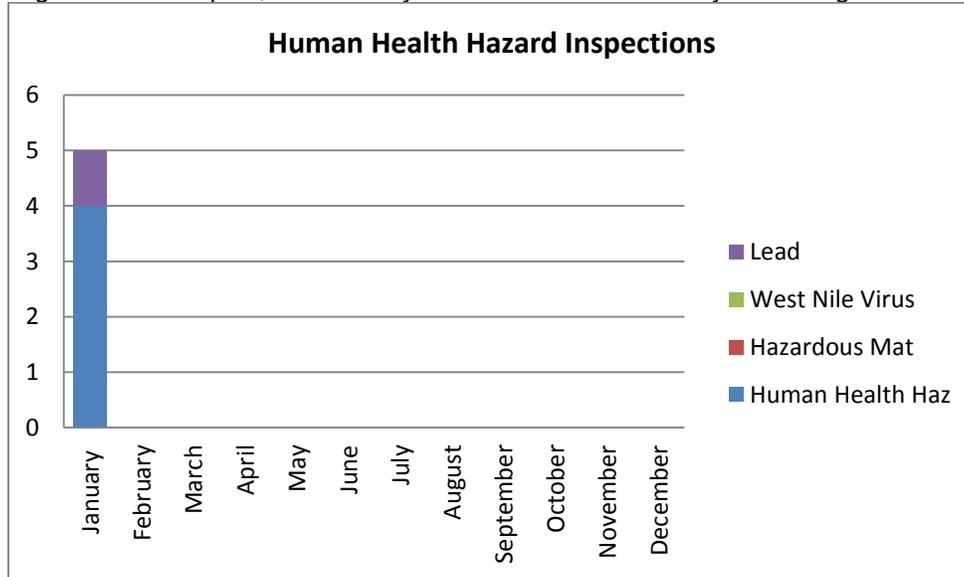


**Nuisances/Human Health Hazards:**

Inspection YTD update - WHD sanitarians conducted four human health hazard inspections for unsanitary conditions complaints (0 initial, 4 follow-ups). Eleven (6 initial, 5 follow-ups) nuisance complaints were

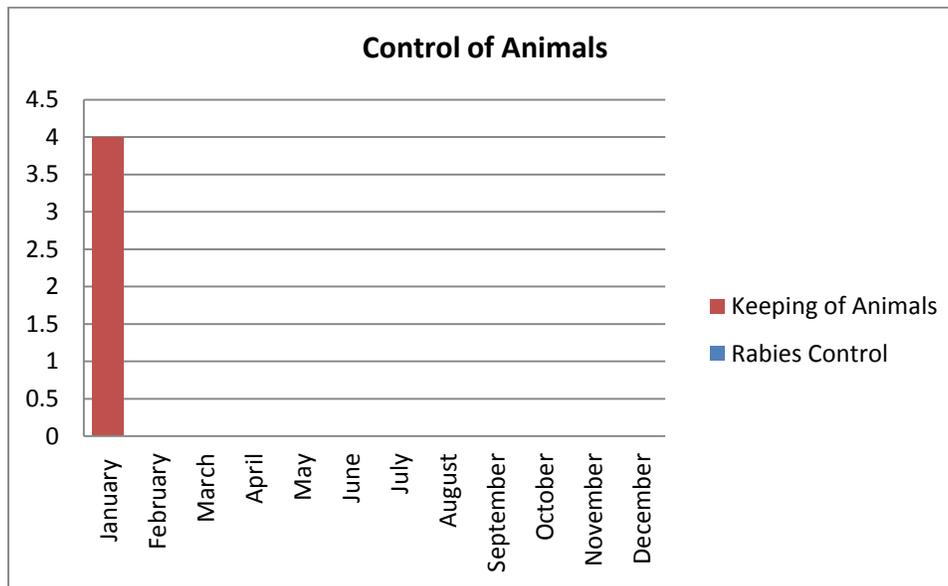
investigated relating to rodent and/or pest complaints and two (2 initial, 0 follow-ups) garbage complaints were registered with WHD.

- N. 68<sup>th</sup> Street – Status: Active – Orders were issued to the homeowner to remove the accumulations of papers, books, cardboard boxes, garbage and food, return kitchen and bathroom areas to sanitary, safe and usable conditions, and employ integrated pest management techniques, if necessary.
- N. Menomonee River Parkway – Status: Active – Orders were issued to the homeowner to remove the accumulations of papers, books, cardboard boxes, garbage and food, return kitchen and bathroom areas to sanitary, safe and usable conditions, and employ integrated pest management techniques, if necessary. The homeowner’s family is working to clean the home.



**Rabies Exposure/Regulation of Animals:**

There were no rabies control inspections were conducted in January, 2016. Four inspections/enforcement activities (2 initial, 2 follow-up) was made for keeping of animals this month.



**7. Advocacy/Opportunities**

- City Policy on Reporting: Board of Health reports annually to the Wauwatosa Community Affairs Committee. Template report style. BOH presentation scheduled for 6/28 7:30-8:30 to review what the health department is doing, etc.
- Electronic Cigarettes: Recommendations to Council – Vape store near the school was canceled and will not open. Laura to draft a letter, advocacy opportunity for community partners.

**8. Old Business**

- None

**9. Announcements:** Next meeting is May 17<sup>th</sup> at 8:00 am.

**10. Motion to adjourn 9:05 am**

- Motion: Chris Shaw
- Second: Cheryl Davies
- Motion Carried unanimously

Recorder: Ims