



Public Health
Prevent. Promote. Protect.

**Greendale Health
Department**



**HEALTH DEPARTMENT
5650 PARKING STREET
GREENDALE, WI 53129
414-423-2110
FAX: 414-858-9111**

BOARD OF HEALTH MEETING MINUTES

DATE: November 14, 2017
TIME: 6:00 P.M.
PLACE: Safety Center Court Room
5911 W Grange

1. **ROLL CALL:** 6:00 PM, C. Genz, M. Green, P. Kroll, A. Norton, S Shepeard
Excused: E. Zalewski J. Runnels, Dr. J. Lubing
2. **INTRODUCTION OF GUESTS:** Theresa Rypel, Health Department Administrative Assistant
3. **APPROVAL OF MINUTES:** M. Green motioned to approve the October 10, 2017 draft minutes, seconded by C. Genz.
4. **CITIZEN COMMENTS:** None
5. **CORRESPONDENCE/COMMUNICATIONS:** NONE
6. **REPORTS:**
 - a. **Medical Advisor Report:** Dr. John Lubing: No report, Dr. Lubing is available to department staff as needed.
 - b. **Trustee Report:** Carl Genz: Village has finalized the 2018 budget. Schoolway Bridge is open.
 - c. **Health Officer Report:** Susan Shepeard, Health Officer: Reviewed the October Board of Health Report.
 - i. Flu Clinic held on 10/24/17 over 300 immunizations administered at the clinic
 - ii. School Immunization Record completed and returned to the state
 - iii. Teen Driving Program (TDP) conducted on 10/25/17
 - iv. Update on Environmental Health Services
 - v. Emergency Preparedness Exercise Recap
 - vi. Community Health Improvement Process (CHIP)Workgroup updates
7. **NEW BUSINESS:**
 - a. Review of Public Health Legal Authority- PH Statutes and Administrative Rules – See attached
 - b. Election of Officers Process for 2018 (per current By-Laws) Discussion regarding process for upcoming elections for BOH. Additional information will be available in January.
8. **OLD/ONGOING BUSINESS:**
 - a. Update on application Successful Aging in Greendale for Everyone (SAGE) Age Friendly Community: The celebration to join AARP Network of Age Friendly Communities went very well with many residents and groups represented at the event. SAGE is moving forward with developing 5-year plan by holding a stakeholders meeting on 3/12/18 to engage community to be involved with planning process. The



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group is hoping that businesses, individuals and groups will become involved with researching and developing the plan over the next two years.

- b. Update on Greendale Health Department Environmental Health Services: Fifteen-month contract with West Allis Health Department to provide environmental services will be presented to Board of Trustees for approval on 11/21/17. Health Officer has had ongoing meetings to begin revising ordinances and policies and procedures. Agent status with Department with Agriculture will begin April 2, 2018.
- c. Update on Greendale Health Department application to become a Level II/III health department: Staff from WI Southeast Region, Office of Policy and Practice Alignment conducted the 140-review site visit on 10/11/17. Based on feedback from OPPA, Division of Public Health, Greendale Health Department will most likely become a Level II health department until we become agents of DATCP. Once we are closer to that period to become agents, we will reapply for level III designation.

9. **TABLED BUSINESS REVIEW: NONE**

10. **COMPLETED BUSINESS REVIEW: NONE**

11. **ADJOURNMENT:** A. Norton motioned to adjourn the meeting, seconded by P. Kroll. Meeting adjourned at 7:15 PM. Next meeting: January 9, 2018 at 6:00 PM at Greendale Health Department, Lower Level, 5650 Parking Street, Greendale

Please notify Sue Shepeard, Greendale Health Officer or Theresa Rypel, Clerk @ 423-2110 if you are unable to attend this meeting. Email: trypel@greendale.org