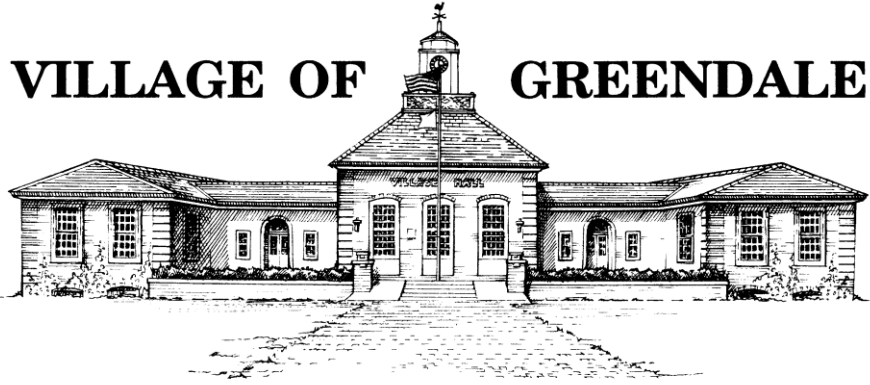




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**Greendale Health
Department**

VILLAGE OF GREENDALE



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

BOARD OF HEALTH MEETING MINUTES - MAY

DATE: May 12, 2015
TIME: 6:00 P.M.
PLACE: **Greendale Safety Building, 6000 W. Loomis Rd, Greendale**

Chairperson C. DeRoche called the meeting to order at 6:00 PM

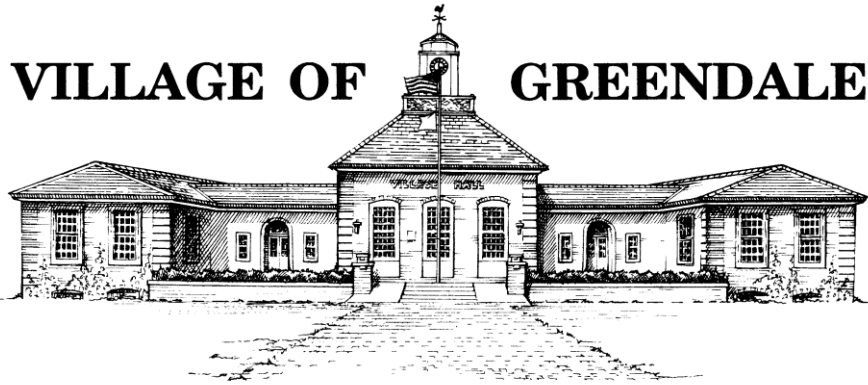
1. **ROLL CALL:** S. Sheppard, C. DeRoche, C. Greenberg, K. Dohmeyer, K. Kehm, E. Zalewski, K. Svoboda, Dr. Lubing
2. **INTRODUCTION OF GUESTS:** Greendale Assistance Program Members > Chris Reischl – Greendale Health Dept Nurse, John Weiss – Greendale Middle School Principal, Holly Miller – Greendale Middle School Health Teacher, David Vogt – Greendale Middle School Social Worker and GAP Coordinator, Dr. Tom Slota – Greendale School Board Member; Mr. Don Lewis
3. **APPROVAL OF MINUTES:** April 14, 2015 Minutes – Motion to approve minutes by E. Zalewski, seconded by K. Svoboda. Minutes approved by voice vote.
4. **CITIZEN COMMENTS:** Mr. Don Lewis commented that his mother was a former patient at an area health care facility.
5. **CORRESPONDENCE/COMMUNICATIONS:** S. Sheppard shared that donations were made from The Greendale Lions Club and the Women’s Club as well as Ridgedale and Berkshire Senior Living Facilities in support of the File of Life project.
6. **REPORTS:**
 - a. **Medical Advisor Report:** Dr. John Lubing - None
 - b. **Trustee Report:** Carl Genz
 - i. Confirm proclamation to celebrate 50th Anniversary of St. Stephen the Martyr Church
 - ii. New Village Board President Birmingham has introduced procedural changes at board meetings including voting order and that any trustee may now add items to the agenda
 - c. **Health Officer Report:** Sue Sheppard
 - i. **Review of Health Department Activities and Hours spreadsheet**
 - ii. Personnel:
 1. Clerk/Typist position has not yet been filled
 2. 20 hours from the clerk/typist position will be reconfigured to create a Public Health Supervisor position. This position will assist with GHD operations as well as maintain a caseload. This will then free up some of S. Sheppard’s time for Health Officer and program over site responsibilities
 3. C. Reischl will be retiring June 12, 2015



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- iii. GHD strategic planning process is in progress; once completed, including a prioritization process for all current activities completed by the GHD, the information will be used to prepare the CHIP
- iv. C. DeRoche requests that the Strategic Planning Report is presented to the BOH before it is incorporated into the CHIP; request to be presented at the June 12, 2015 BOH meeting

7. NEW BUSINESS:

- a. GAP presentation
 - i. Members presented information on Greendale Assistance Program with emphasis on the importance of partnership of school, family and community for success
 - ii. Highlighted work done on tobacco prevention programs including education and peer mentoring programs. Goal is to target tobacco prevention as this is considered a “gateway drug” to other potential drug use
 - iii. Emphasized positive collaboration with C. Reischl and desire to continue this collaboration with GHD

8. OLD/ONGOING BUSINESS:

- a. E-Cigarette follow-up discussion
 - i. BOH Members found the presentation by FACT students to be very informative and agree that the mission of the FACT group in fighting tobacco and other product use fits with the Mission of the GHD
 - ii. BOH is in support of pursuing a potential change to the local “no smoking” ordinance in the Village to include E-Cigarettes
 - iii. Discussion regarding the potential to start a community “grass roots” effort for community support and education related to E-Cigarettes; C. Reischl has the name of a community member who has expressed interest in E-Cigarette bans and who may be of assistance with this
- b. Dementia Project
 - i. Department of Aging contacted GHD to have Greendale become a Dementia Capable Community
 - ii. Greendale is the first in Milwaukee County to have this designation
 - iii. Next step planned is to have the Department on Aging/Alzheimer’s Association educate Village departments on dementia, working with individuals with dementia
 - iv. Education has already been done with the Police Department
 - v. Ferch’s Malt Shoppe is hosting monthly “Memory Café” activities. A ribbon cutting ceremony for the Memory Café was held April 29, 2015
 - vi. Further discussion and plan development is to occur between the GHD and the Department on Aging to determine the Health Department role and overall project plan
- c. E-mail address changes – Carole DeRoche
 - i. C. DeRoche confirms that BOH will not be able to set up Village of Greendale e-mail addresses



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- ii. BOH members will use their current personal emails or may set up their own personal email dedicated to BOH correspondence
- iii. Reminder to not "reply to all" with e-mail correspondence so as not to create a "walking quorum"

9. TABLED BUSINESS REVIEW: None

10. COMPLETED BUSINESS REVIEW:

- a. Understanding that all BOH members will use their personal email accounts or will independently set up a designated email account for BOH business. BOH members will not have Village of Greendale email addresses.

11. ADJOURNMENT: Motion to adjourn meeting by C. Greenberg; second by K. Dohmeyer. Meeting adjourned at 8:18 PM

12. Next meeting: June 9, 2015 6:00 PM Greendale Safety Center

If unable to attend this meeting, please notify the Greendale Health Officer/Administrator @ 423-2110