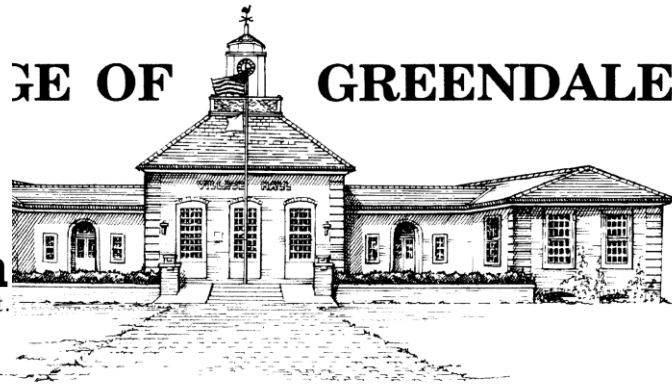




Greendale Health
Department

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VILLAGE OF GREENDALE

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

BOARD OF HEALTH MEETING MINUTES

DATE: September 8, 2015
TIME: 6:00 P.M.
PLACE: Greendale Safety Building, 6000 W. Loomis Rd, Greendale

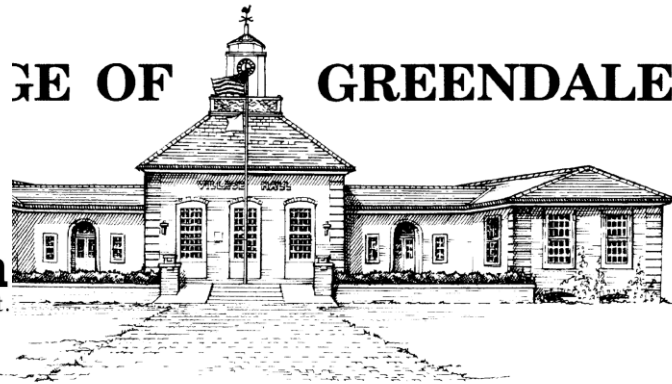
Chairperson C. DeRoche called the meeting to order at 6:02 PM

1. **ROLL CALL:** S. Sheppard, C. Genz, K. Svoboda, C. DeRoche, E. Zalewski, K. Dohmeyer
Absent: K. Kehm, J. Lubing, C. Greenberg
2. **INTRODUCTION OF GUESTS:** Deborah Heim, PHN Supervisor
3. **APPROVAL OF MINUTES:**
 - **August 11, 2015 Minutes** - Motion to approve minutes by S. Sheppard, second by K. Svoboda. Minutes approved by voice vote.
4. **CITIZEN COMMENTS:**
 - Citizen complaint about increase number of geese in the area, specifically soccer field at 84th and Grange. Geese droppings are extensive and resident is concerned about soccer players coming in contact with geese droppings creating a health hazard. Other BOH members agreed that geese problem is occurring in many parks. S. Sheppard will contact DPW Director McFaul and Brian Kofarnus, Greendale School District Building and Grounds Manager and Milwaukee County Parks coordinator about efforts being made to decrease or eliminate geese and their droppings in parks.
5. **CORRESPONDENCE/COMMUNICATIONS:** None
6. **REPORTS:**
 - **Medical Advisor Report:** None
 - **Trustee Report:** Carl Genz
 - Village Board of Trustees has approved the creation of a Tax Incremental Financing (TIF) district for the Southridge mall area where the JC Penney tire center exists. The trustees are hoping for development of the area.
 - Sendik's has not finalized the purchase of the current fire station to date. Plans are underway to temporarily house the fire fighters at the Safety Center if the land is purchased and the new fire station building has not been completed.
 - **Health Officer Report:** Sue Sheppard



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- Review of Health Department Activities and Hours spreadsheet and Health Officer reports-see attached.
- Personnel:
 1. Clerk typist position has been filled; Theresa Rypel started working half time for the department on 9/2/15.
 2. After strategic planning process, the department is considering changing a half time PHN position to a half time PH Specialist position.
 3. Madeline Eisen, Masters Candidate in Public Health is continuing her internship with GHD this Fall semester and will be assisting with the CHIP work plan and analysis of hospital aggregate data for Greendale from past 10 year period to learn more about the health of the residents.
 4. A masters level nursing student is assisting with the development of an inventory of all of GHD's educational materials including literature, brochures and audiovisual supplies to look for cultural sensitivity, accuracy, readability and to identify gaps in educational materials for the department..
- Strategic Planning for GHD is in progress of being finalized. A mission, vision, core beliefs, goals and objectives have been created followed by action steps to achieve the goals. The process will be presented at today's BOH meeting.
- Upcoming events: October 18 Step Up To Better Health Fun 5 K Run and Walk at Greendale High School starting at 9:30. Registration forms are available at schools, on the website and at the health department and library.
- October 27, 2015 - free childhood flu clinic at Greendale High School. This also functions as an emergency preparedness exercise to test mass clinic performance. This is the third year to complete this free flu clinic for children.

7. NEW BUSINESS:

- **Election of Board Officers** –Kari Doymeyer has agreed to act as secretary. Of the remaining members at the meeting, none are able to act as BOH chairperson. Carole DeRoche will be submitting her resignation to Todd Michaels, Village Manager on 9/9/15 after 2 years as BOH chairperson. Sue Shepard will develop agendas and run meetings in the future until a chairperson can be identified.
- **Health Department Strategic Plan**-Deb Heim, PHN Supervisor presented: The Steps toward a Comprehensive Community Health Improvement Plan (CHIP) for the GHD. Deb explained the concept of the community being our patient instead of the traditional concept of the one on one relationship of a nurse to a patient that is usually thought of. She reviewed the steps to accomplish the strategic plan and shared the department's new mission, vision, values and major



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priorities and explained that the action steps to accomplish them. She explained the steps needed for CHIP including the rational and data collection process. Her next step was to explain the importance of partnering with academic institutions to work with the health department on complex projects to be able to complete strategic goals as well as the CHIP. Finally she identified ways to access partners with specific skill sets to ensure the successful completion of the CHIP. The first meeting of the initial CHIP workgroup will be 9/29/15 at Greendale Health Department, 6:30-8:30 PM. BOH members are welcome to be on the CHIP workplan..

8. **OLD/ONGOING BUSINESS:** Dementia Capable Community Update: Sue Sheppard postponed to next meeting
9. **TABLED BUSINESS REVIEW:**
 - Dementia Capable Community Update: Sue Sheppard
 - E-cigarette Issues/Opportunities
10. **COMPLETED BUSINESS REVIEW:** Election of Officers
11. **ADJOURNMENT:** Motion to adjourn meeting by C. DeRoche, seconded by S. Sheppard. Meeting adjourned at 8:00 PM
12. **Next meeting: October 13, 2015 6:00 PM, Greendale Community Education Center, 5860 Broad Street.**

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