



Public Health
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**Greendale Health
Department**



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

MINUTES FOR BOARD OF HEALTH MEETING

DATE: August 13, 2013
TIME: 6:00 P.M.
PLACE: Greendale Health Department

Sue Sheppard called the meeting to order at 6:02pm.

1. ROLL CALL
Present: K. Dohmeyer, S. Sheppard, K. Kehm, C. Genz, C. DeRoche
Absent: C. Greenberg, E. Zalewski, J. Lubing, MD
2. INTRODUCTION OF GUESTS: None
3. APPROVAL OF MINUTES of May 14, 2013: K. Dohmeyer motioned for approval; K. Kehm seconded the motion; the minutes were approved by voice vote.
4. CITIZEN COMMENTS: None
5. CORRESPONDENCE/COMMUNICATIONS: None
6. REPORTS:
 - A. Medical Advisor Report: No report.
 - B. Trustee Report: C. Genz
 - There are issues with “The Rock”, the west face of the ski hill which is in Greendale. The ski hill is a County Park run as a private enterprise located primarily in Franklin. The issues are primarily light and noise affecting the “H” section. The County has become involved in trying to resolve the issues. Franklin wants to construct a gravity bike field on the west face of the hill; Greendale must approve bike field.
 - The Village Board was involved in many activities for 75th Celebration of Greendale
 - Budget workshops will be scheduled in the coming weeks
 - Readers Digest wants to sell the current building at Loomis Road and 60th St.; Goodwill Services has expressed interesting the site for administrative and training services; the proposal has been forwarded to the Plan Commission for consideration.
 - C. Health Officer/Administrators Report: Sue Sheppard
 - The January through June monthly reports have been updated to reflect current status
 - There sanitarian completed inspections of every restaurant in Greendale prior to the 2013-2014 renewal date of July 1. Temporary food set-ups at the Open Market, Trimborn Farms event, 4th of July celebration and Village Days were also conducted.
 - Radon kits are available through support from the Lions Club
 - There are still latent TB cases for which treatment has to be observed by the nurses



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- One case of Legionella disease has been reported
- Health Officer report
 1. Cristine Reischel was honored by the Tobacco-Free Suburban Milwaukee/Ozaukee Counties Coalition to recognize her efforts to prevent the use of tobacco products by Greendale youth.
 2. The staff completed 66 hours of training on a variety of topics, including the Affordable Care Act and Emergency Preparedness.
 3. N95 mask fit testing for all Village first responders was conducted in May and June.
 4. There have been no reports to date of West Nile Virus to the Health Department. The Health Department purchases mosquito larvicide which DPW workers deposit in catch basins and standing water to help control the mosquito population.
 5. The Step Up to Better Health Greendale Fun Run and Walk is scheduled for Sunday, October 20.

D. Board Reports/Presentations/Member: none

7. OLD/ONGOING BUSINESS:

- A. Community Assessment Update: Not available yet
- B. Distribution of New Orientation Manuals: Manuals have been distributed

8. NEW BUSINESS:

- A. Review and Adopt Citizen Complaint Guidelines in Orientation Manual
 - a. Types of complaints (department service vs health issues) needs to be defined and understood prior to review of the process outlines in the Bylaws
 - b. S. Sheppard explained the Department process of documenting, investigating and resolving Health complaints
- B. Identify Names for Replacement of Expired BOH Terms (President, Secretary)
 - a. C. Greenberg has agreed to serve as a member of the Board as past-Chairperson
 - b. Chairperson and Secretary positions will need to be filled for the 2013-14 year

9. TABLED BUSINESS REVIEW

- a. Complaint process evaluation
- b. Board of Health Officers

10. COMPLETED BUSINESS REVIEW

- a. None completed

11. ADJOURNMENT: C. DeRoche motioned to adjourn; K. Dohmeyer seconded; the meeting was adjourned at 7:10 pm.

If unable to attend this meeting, please notify Karen Roeder or Sue Sheppard @ 423-2110

NEXT MEETING: September 10, 2013



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Greendale Health Department Monthly Incident Report – JUNE 2013 - UPDATED

Vital Statistics

Time Frame	Births	Deaths	Blood Lead Reports	Elevated Lead Levels
This Month	15	0	14	0
2013 YTD	59	42-not current	84	2
2012 YTD	51	63	92	4

Referrals Received: 0 YTD: 7

Time Frame	Police/Fire	Hospital	Environmental	Other
Month	0	0	0	0
2013 YTD	2	1	0	4
2012 YTD-correction*	6*	2*	3*	43*

Office Visits (Short Visits): 40 YTD: 238

Time Frame	Blood Pressures	TB Skin Test Rdgs.	Lice Check	CD	Other*	Info**
Month	10	5	19	0	2	4
2013 YTD	54	51	83	1	32	17
2012 YTD	63	52	38	1	16	42

*(1) medication pick-up, (1) observe skin rash; ** (1) medication, (2) radon (1) nursing home

Clinic Visits (Senior Health): 48 YTD: 294

Time Frame	Concord	Ridgedale*	Senior Center	GHD
Month	14	18	13	3
2013 YTD	79	125	66	24
2012 YTD	81	178	59	68

*(2) buildings instead of (3) this month

Immunizations: 6 vaccines to 6 clients: YTD: 138 vaccines to 111 clients

Time Frame	Age 0-18	Age 19+over	# of Clients
Month	1 vaccine to 1 client	5 vaccines to 5 clients	6
2013 YTD	78 vaccines to 57 clients	60 vaccines to 54 clients	111
2012 YTD	117 vaccines to 55 clients	84 vaccines to 68 clients	123

Communicable Diseases: 4 YTD: 35

Time Frame	Mycobacterial disease	Food/Water Borne	Other*	STI**
This Month	0	0	1	3
2013- YTD	7	3	9	11
2012 YTD	7	5	42	17

*Spongiform Encephalopathy, ** (2) Chlamydia, (1) GC

Environmental/Sanitarian Activities: 19 YTD: 63

	Retail /Food Store Insp.*	Restaurant Insp**	Residential/Rental***	Conference, Consults & Inquiries****
This Month	2	6	1	10
2013 YTD	6	25	2	11

*(1) nail salon, (1) retail food store; ** (3) restaurants, (2) temporary food carts, Open Market; *** (1) dog litter complaint; **** (6) stores without food license, (1) food store, (2) restaurants; (1) letter to restaurant re: exhaust fan

Complaints/Animal Bites: 2 YTD: 18



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Time Frame	Restaurants	Retail	Human Health Concern	Environmental	Residential	Animal Bites
Month	0	2	0	0	0	0
2013 YTD	4	4	6	0	3	2 - dog
2012 YTD-correction*	1*	0	3*	0	9	6

Total Number of Kits with radon results: 1: Total number of kits submitted to Lab: 1- YTD: 24 - UPDATED

Time Frame	#of kits with radon results	Elevated >4 pCi/L	Normal <4pCi/L	Incomplete Tests
This Month	1	1	0	0
2013 YTD	23	13	10	1
2012 TYD	59	26	33	4

Visits: 8 YTD: 53

Time Frame	Post Partum**	Infant Assessment	Other visits*	Referrals
This Month	5	5	3	0
2013 YTD	16	16	37	0
2012 YTD	17	22	7	8

*(2) senior visits; ** (4) telephone contacts – home visit declined

Yellowed areas are not current information-more data will be added as we receive it

Greendale Health Department Monthly Incident Report – JULY 2013

Vital Statistics

Time Frame	Births	Deaths	Blood Lead Reports	Elevated Lead Levels
This Month	8	0	3	0
2013 YTD	67	42-not current	87	2
2012 YTD	61	74	109	5

Referrals Received: 2 YTD: 9

Time Frame	Police/Fire	Hospital	Environmental	Other*
Month	0	0	0	2
2013YTD	2	1	0	6
2012 YTD	6	2	3	43

*(2) referrals from other Health Departments – dog bites

Office Visits (Short Visits): 29 YTD: 267

Time Frame	Blood Pressures	TB Skin Test Rdgs.	Lice Check	CD	Other*	Info
Month	9	6	5	0	9	0
2013 YTD	63	57	88	1	41	17
2012 YTD	78	60	38	1	17	43

*(1) skin rash observation, (3) bike helmets, (5) directly observed therapy (DOT) and medication pick up latent TB cases



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Clinic Visits (Senior Health): 52 YTD: 346

Time Frame	Concord	Ridgedale	Senior Center	GHD
Month	13	24	12	3
2013 YTD	92	149	78	27
2012YTD	87	209	70	74

Immunizations: 32 vaccines to 16 clients: YTD: 170 vaccines to 124 clients

Time Frame	Age 0-18	Age 19+over	# of Clients
Month	27 vaccines to 11 clients	5 vaccines to 5 clients	16
2013YTD	105 vaccines to 65 clients	65 vaccines to 59 clients	124
2012YTD	117 vaccines to 55 clients	96 vaccines to 75 clients	130

Communicable Diseases: 6 YTD: 41

Time Frame	Mycobacterial disease*	Food/Water Borne**	Other***	STI****
This Month	1	1	2	2
2013- YTD	8	4	11	13
2012 YTD	9	5	51	22

*Atypical mycobacteria, ** Legionella; *** (1) Hepatitis C, (1) Shingles; **** (2) Chlamydia

Environmental/Sanitarian Activities: 19 YTD: 56

	Retail /Food Store Insp.	Restaurant Insp*	Residential/Rental	Conference, Consults & Inquiries**
This Month	0	9	0	2
2013 YTD	6	34	2	13

*includes inspection of (2) green markets; ** includes animal bite a

Complaints/Animal Bites: 4 YTD: 22

Time Frame	Restaurants	Retail	Human Health Concern	Environmental	Residential/Rental	Animal Bites
Month	0	2	1	0	1	2
2013 YTD	4	3	7	0	4	4- dog
2012 YTD	2	0	4	1	9	6

Total Number of Kits with radon results: 3: Total number of kits submitted to Lab: 3- YTD: 27

Time Frame	#of kits with radon results	Elevated >4 pCi/L	Normal <4pCi/L	Incomplete Tests
This Month	3	1	2	0
2013 YTD	26	13	13	1
2012 TYD	60	26	34	4

Visits: 5 YTD: 58

Time Frame	Post Partum**	Infant Assessment	Other visits*	Referrals
This Month	4	4	1	0
2013 YTD	20	20	38	0
2012 YTD	20	25	9	9

*(1) senior visit; ** (10) telephone contacts – home visit declined – total 13 reported births, infant & post-partum home visits were re-visits.

Yellowed areas are not current information-more data will be added as we receive it



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**GREENDALE BOARD OF HEALTH
HEALTH OFFICER REPORT
JUNE/JULY 2013**

TRAINING AND PERSONNEL:

- **66.0 combined hours of staff training** on the following topics: American Red Cross and Local Health Department Shelter Training, Citizens Preparedness Plan: Train the Trainer Series, Dementia Specialist Training Parts 1&2, Mass Fatalities Incident Response, The Affordable Care Act: Improving Access to Health Care (Public Health Domain 7), Milwaukee Healthcare Partnership: Role of Local Health Departments and Affordable Care Act, Communicable Disease Software System Updates, Communicable Disease 101 for Summer Camps/Childcare Programs, Milwaukee Health Insurance Enrollment Training.
- Health Officer posted the open **part-time Public Health Nurse** position as a result of a resignation/retirement on 5/31/13. 19 candidate applications were received, 2 of which did not meet the basic requirements of the position. After a review of the applications, 8 interviews are scheduled the end of August. After the interviews and a candidate are offered the position, orientation will begin in September, 2013. A list of qualified candidates will be created to use for potential future PHN openings.
- **Cristine Reischl, PHN supervisor was honored at a Tobacco-Free Celebration Breakfast** sponsored by the Tobacco-Free Suburban Milwaukee/Ozaukee Counties Coalition on June 19, 2013. She was presented with a beautiful bouquet of flowers and a plaque to recognize all of the years of effort to prevent the use of tobacco products by Greendale youth. The certificate of recognition read **“Tobacco-Free Suburban Milwaukee and Ozaukee Counties Coalition today honors Cris Reischl, RN in recognition of her efforts on behalf of Tobacco Prevention and Control in Suburban Milwaukee and Ozaukee Counties. By her leadership in assisting to educate the citizens of Southeastern Wisconsin, she has contributed to the statewide decline in Tobacco use and exposure. Her commitment to public health is truly appreciated by the citizens of our communities and across the state of Wisconsin.”** This is truly a well-deserved honor for Cris.

COMMUNITY EDUCATION AND OUTREACH:

1. The **Step Up To Better Health Greendale Community Walk** scheduled Saturday, June 15, 2013 had another successful response. Even though the weather was overcast, over 100 people registered and turned out to walk as part of an American Brain Tumor Association fund raiser. Thanks to many Greendale community sponsors, and community members, the walk raised over \$1,500.00 for the American Brain Tumor Association and the Step Up to Better Health Committee.



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2. The **Step Up to Better Health Playground Passport Challenge** was also very successful in its second year.

The objectives were:

- To improve the health of children by exercising to prevent childhood obesity
- To familiarize families with Greendale's 12 playgrounds as sites for physical activity
- To make getting exercise a fun family time

Families picked up "passport cards", which listed each of the 12 playgrounds in Greendale with a place to check off each site as it was visited. There were also questions for each playground, such as number of steps on the slide, the color of the slide, etc. This was an attempt to increase the likelihood that the children actually played on the playground.

Passports were available at sites around the community and promotion was done at the Community Walk, library story/registration times, in the Park and Rec book, on the Greendale Patch and through Greendale Schools. Children 10 and under were eligible to participate.

50 children who played on all 12 playgrounds received a certificate of completion. Their passport was also entered into a drawing for 10 prizes held at Village Days, Saturday 8/10 at the Family Entertainment Stage. Prizes were donated by community businesses. Many parents gave positive feedback on this program and the fun the family had. Children were especially thrilled with the colorful certificates of completion.

BIKE HELMET GIVEAWAY: A total of 48 bike helmets have been distributed to children that did not have their own through the Nourish Event and stopping by the health department because they missed the May event. GHD still has 62 more helmets but most of them are for very young children from 3-5 years. Another effort should be planned to give away the remaining helmets. Carole DeRoche, secretary has created a data base of the names and sizes of helmets that were distributed except for a few children whose names we do not have.

ENVIRONMENTAL HEALTH: The registered sanitarian Mark Malin completed an inspection of every restaurant in Greendale prior to the 2013-14 license renewal period of 7/1/13. He and the Health Officer also inspected all of the temporary food set ups at any temporary event from May through July which includes the Greendale Open Market days, Trimborn Farms events, 4th of July events and Village Days. The most common issues found is lack of proper hand washing set up with soap and towels, handling money and then food without hand washing or gloves, failure to change gloves often and washing hands frequently. Many vendors use children or people who are not trained well on basic food handling. In an effort to improve this area, any new temporary food license will include instructions and handouts on proper venue set up, hand washing set up, basic hand hygiene and food safety practices.

EMERGENCY PREPAREDNESS: The GHD conducted N95 mask fit testing for all Village first responders in late May and June, 2013. First responders include police officers, health department staff, DPW staff and Village Hall administrative staff and President Hermes. Fire department/EMS will be fit tested in the fall for N95 masks and their personal respirators. The testers came in early, stayed late, and worked during lunch breaks on multiple days to



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accommodate first responders' schedules. The equipment that was used was newly purchased in January and is co-owned by Cudahy, Hales Corners, Oak Creek, St. Francis and Greendale Health Departments. The equipment costs \$15,000 but by pooling the budget of 5 smaller health departments, quality fit testing equipment was made available to many municipal staff. GHD staff arranged for the purchase, developed the contract and MOU, training, scheduling and on-going calibration of the equipment.

Health Department staff finished all of the objectives for **two emergency preparedness grants** totaling \$30,000 the end of June, 2013. The requirements of the grant are extensive and include drills, exercises, and mandatory trainings, technical assistance review by the Centers for Disease Control and Wisconsin Division of Health Contract monitors. A new grant period started 7/1/13-6/30/14 at the same funding amount. These grants are very prescriptive on activities that must be accomplished and how the money can be spent.

The health officer also wrote a proposal for a third emergency preparedness grant and received **\$6,500.00 to use to purchase and program 3, 800mgHZ radios** for department staff to use for communication with municipal partners and other health departments during emergencies. The staff has had one part of a two part training program on how to use the radios. Staff continues to work on the mass clinic preparations at the Greendale High School and a closed mass clinic at Harbor Village.

AFFORDABLE CARE ACT: Local health departments and other community based agencies are being called on to assist eligible people enroll in the health insurance marketplace starting 10/1/13. Coverage begins on January 1, 2014. The Health Officer and PHN Supervisor have attended trainings to learn about the health insurance marketplaces and identify a role for the health department. Enrollees need to create an account, apply on line, pick a plan and be enrolled for coverage on 1/1/13. At this time health department staff will not be directly enrolling people but providing guidance, education and application assistance and referrals to certified application counselors.

WEST NILE VIRUS (WNV) In June the health department received permission from the DNR to apply mosquito larvicide in Greendale catch basins to prevent West Nile Virus infections in people from mosquito bites. The health department purchases the larvicide through tax levy funds every year and DPW seasonal workers drop mosquito larvicide packets into standing water and catch basins in both June and July this year and has kept the mosquito population down. A third treatment will be done in August which is usually a more likely time to be bitten by a mosquito and possibly contract West Nile Virus. The GHD has been providing information to the residents on how to prevent mosquito bites and to eliminate mosquito breeding sites. About one in 150 people infected with WNV will develop serious illness. Severe symptoms can include high fever, headache, neck stiffness, stupor, disorientation, coma, convulsions, etc. These symptoms can last several weeks and in rare cases cause permanent damages. Most people, (80%) when infected, have milder symptoms or are unaware of the illness. The best way to avoid WNV is to prevent mosquito bites. In 2012 a resident was hospitalized with encephalitis due to WNV. This is a much appreciated joint effort of DPW and health department staff to keep residents healthy.

Interesting tidbit- the Department of Administration 2013 preliminary population estimate for the Village of Greendale is 14,165, up 119 persons from 2010 census of 14,046.

UPCOMING GHD SPONSORED EVENTS-SAVE THE DATE:

- **Step Up to Better Health Greendale FUN 5K Run or 2 Mile Walk**, Sunday, October 20, 2013 10:30 AM at Greendale High School. Registration forms are available at the Greendale Library, school district website and at www.greendale.org/run. This fun family event supports our school



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organizations. Strollers and leashed dogs are welcome! We hope you will attend this great community event-see attached registration forms.