

MINUTES OF THE GREENFIELD BOARD OF HEALTH HELD AT THE GREENFIELD CITY HALL ON THURSDAY, NOVEMBER 12, 2015, AT 7:00 PM

1. Meeting called to order @ 7:03 P.M.

Meeting called to order at 7:03 PM

ROLL CALL:

Alderperson Pam Akers	Present
Darren J. Rausch, MS, CPH	Present
Andrew Martinez, Phar	Present
Allen Owen, D.D.S.	Present
Mary Kitten, R.N.	Present
Luanne Wielichowski, R.N.	Present
Leon A. Saryan, Ph.D.	Present
Cindy Leranthe	Excused
Richard Dettmann, Ph.D., M.Ed.	Present

2. Approval of the September 10, 2015 Meeting Minutes

Approval of 9/10/15 Minutes

Due to the absence of the chairperson, Mr. Leon Saryan volunteered to run the September 10, 2015, meeting. This was not noted in the minutes. Minutes to be corrected and redistributed via email. September meeting minutes will be approved at the January meeting.

3. Citizen Commentary

Citizen Commentary

All citizens present were in attendance for the discussion of the beekeeping ordinance. Commentary was deferred to Item #5.

4. Informational item related to department's Chapter 140 Review. (Dawn Mumaw, SE Regional Director, Department of Health Services, Division of Public Health, Office of Policy and Practice Alignment)

Chapter 140 Review Information

Ms. Mumaw provided an update on the Health Department's statewide 140 Review process and to present a plaque that signifies the Health Department's Level 3 status. Only 25 out of 87 health departments within the state have achieved that status. She congratulated the board for being supportive of the Health Department and for being so dedicated. Level 3 is the highest level a Health Department can receive and is connected to funding that the department receives.

5. Discussion and Decision related to the beekeeping ordinance

**Discussion and
Decision Beekeeping
Ordinance**

Mr. Rausch provided a brief background related to this draft ordinance and described how this ordinance was created over a series of meetings dating back to May. Throughout this time period, the Board of Health has become educated on the issues of beekeeping and all potential policy and ordinance inclusions. Mr. Rausch proceeded to go through the proposed ordinance and discussed the following issues of concern in the draft ordinance emailed to Board members prior to the meeting:

12.01(a) Definition of Aggressive Behavior regarding swarming. Sarah Halstead of 8521 W. Howard Avenue commented that swarming is the natural division of a hive and is not an aggressive behavior. When bees swarm they are not likely to sting. It was agreed to remove swarming from the Aggressive Behavior Definition.

12.01(a) Definition of Permit Holder. This item would reflect that the permit holder is the resident. In a rental situation, the permit holder would need to obtain permission from the landlord. The beekeeper is the owner of the bees. The application would indicate own vs. rent and approval from land lord.

12.11(c) Neighborhood Notification. It was determined that the Health Department would notify the adjacent neighbors using a standard form letter. "Adjacent" was defined by the Board as any home that touches the property that wishes to keep bees, including front/back, sides, diagonals, and across the alley (but not the street).

12.11(d) Inspection of Apiary. Per Board consensus there will be no on-site inspection of the Apiary except for when complaints arise. Other items under this section will remain.

12.11 (e)(4). Frames. Abandoned frames would need to be disassembled and properly stored. This permits storage on-site in a garage or other out-building, but not in the yard itself.

12.11(f) Identification. It was determined that this item was unnecessary. Rather, identification will be maintained on the premises and within the Health Department. Mr. Rausch identified that there is the potential to flag homes with an apiary within the citywide CAD system for notification of public safety and other key departments.

12.11(g) Water Supply. It was agreed that a continuous supply of water shall be located on the property where the apiary is located and placed near the hive. It was also agreed that the water supply shall be kept fresh and clean so as not to become a breeding ground for mosquitos.

12.11(i) Placement. Following discussion, it was decided to not include a maximum height for a hive.

12.11(k) Apiary Maintenance. Beekeepers will not be required to notify

neighbors prior to opening and working with the hive.

Discussion ensued regarding fees. It was determined that the initial application fee would be \$25.00. Thereafter the annual fee would be \$10.00

A motion was made by Pam Akers, seconded by Luanne Wielichowski to accept the beekeeping ordinance as discussed and amended this evening. Motion Carried Unanimously.

6. Informational item related to 2016 departmental budget
There was a Committee of the Whole meeting last night. The Public Hearing is scheduled for Tuesday, November 17th. There were no real issues or changes with the budget. Wage increases were two percent and there was no increase to the health insurance. WRS contributions went down slightly per actuarial formulas.

**2016 Budget
Information**

7. Informational item related to departmental medical advisor

**Medical Advisor
Information**

The Health Department has recruited a new medical advisor for medical oversight and consultation for public health programs and activities. This position is required to provide consultation since the department does not employ a full-time medical director. Dr. Thomas Mance, DO, has served as the medical advisor since October 2008. He left his pediatrics practice two years ago, and is now working in adolescent mental health. Because of his shift away from pediatrics, we had a verbal agreement to seek a new medical advisor within two years. Dr. Katrice Brooks, MD, has agreed to serve as the new medical advisor. Dr. Brooks is board certified in Family Practice and works at the Aurora Edgerton Clinic in Greenfield. She has an interest in public health and is looking forward to working with the Health Department in the coming years.

8. Presentation related to the 2015 Greenfield Community Health Survey

Deferred to next meeting

**2015 Community
Health Survey**

Next Agenda

9. Presentation related to the Public Health Accreditation Board Domains 6, 7, and 8

Deferred to next meeting.

**Public Health
Accreditation Board
Domains 6,7,8**

Next Agenda

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| 10. | <p>Discussion and decision to support Statement of Intent to the Public Health Accreditation Board pertaining to departmental accreditation</p> <p>Per our accreditation support project, where we are partnered with West Allis, we need to submit a LOI to confirm our interest and readiness for the national accreditation process. The LOI is non-binding but indicates to PHAB who is in the queue so they can staff and coordinate appropriately. We hope to be able to formally apply by mid-year. The application process triggers the need for payment, training in the e-PHAB system, followed by a year to upload documentation from the date of training completion. Mr. Rausch is requesting the support of the board to proceed with the accreditation processes.</p> <p>A motion was made by Leon Saryan, seconded by Mary Kitten to support the application process. Motion Carried Unanimously.</p> | <p>Statement of Intent to
Public Health
Accreditation Board</p> |
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| 11. | <p>Committee to go into Closed Session Pursuant to Wisconsin Statutes, Section 19.85(1)(f)(g) and 19.85(1)(c) to discuss the following:</p> <ul style="list-style-type: none"> a. Communicable Disease Updates b. Environmental Health Updates c. Personnel Updates <p>The Board of Health did not go into closed session.</p> | <p>Closed Session</p> |
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| 12. | <p>Adjourn Closed Session and Reconvene into Open Session</p> <p>Not necessary due to lack of closed session.</p> | <p>Open Session</p> |
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| 13. | <p>Public Health Legislative Updates</p> <p>Per Mr. Rausch the Raw Milk Bill will be coming back again. Also, there is a prescription drug bill pertaining with family planning services and operating STD clinics that acquire drugs at discounted rates through a Medicaid 340 B program. He indicated that the more one of the more important bills to the Health Department is Assembly Bill 362, Senate Bill 306 which talks about authorizing multi-county health departments. This changes how multi-jurisdictional departments form and how they are funded.</p> | <p>Public Health
Legislative Updates</p> |
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| 14. | <p>Public Health Research</p> <p>Mr. Rausch shared copies of the Community Health Survey. Some items</p> | <p>Public Health
Research</p> |

trending in the wrong directions are health conditions, including nutrition and physical activity. In January, Mr. Rausch will provide a presentation of the data.

15. Executive Officer's Report

Executive Officer's Report

Mr. Rausch passed out the Communicable Disease Statistics to the Board and the NALBOH newsletter.

He also shared that the Health Department was one of 23 awardees for the 2015 - 2016 Local Health Department (LHD) Accreditation Support Initiative (ASI) provided through a cooperative agreement between the National Association of County and City Health Officials (NACCHO) and the Centers for Disease Control and Prevention (CDC) Office for State, Tribal, Local, and Territorial Support. The funding award was fully funded at \$8,330 per our grant application. Funding will cover staff time and provide resource support to the grant efforts. This allocation provides funding resources for the department to conduct community health assessment planning with community partners between January-June 2016. Mr. Rausch stated that the Red Cross MOU & SOU has gone before the Finance Committee. Both are important for emergency response and preparedness overall, with the SOU more specific about sheltering operations.

Last week Mr. Rausch attended the APHA Conference in Chicago and attended many very good sessions.

16. Chairperson's Report

Chairperson's Report

No Report

17. Alderperson's Report

Aldermanic Report

No Report

18. Miscellaneous Board Member's Report

Miscellaneous Report

No Report

19. Items For Future Agendas

Future Agendas

- Greenfield Community Health Survey, 2015
- Public Health Accreditation Board Domains 6, 7, and 8
- Drafts for bylaw changes (likely January 2016)

January meeting to be held at 6:30 p.m.

20. Adjournment

Adjournment

A motion was made by Leon Saryan, seconded by Pam Akers, to adjourn the meeting at 8:54 PM. The motion carried unanimously.