

**CITY OF FRANKLIN
BOARD OF HEALTH MEETING
MINUTES
MONDAY, JUNE 10, 2019**

Approved 9/9/2019

- 1) Call to Order
Dr. Wengelewski called the Board of Health meeting to order at on June 10, 2019 in the Health Wing of Franklin City Hall, 9229 W Loomis Rd, Franklin, WI

- 2) Roll Call
Present: Dr. Henry Wengelewski, DDS; Wayne Hustad; Health Officer, Courtney Day, RN; Alderman Michael Barber; Patricia Nissen
Excused: David Gustitus; Lori O'Neil, RN; Dr. Patricia Golden; Renee Fuller

- 3) Approval of Minutes of May 13, 2019
Alderman Michael Barber made a motion to approve the minutes from the May 10, 2019 Board of Health meeting. Seconded by Wayne Hustad. With the correction of the date, motion carried unanimously.

- 4) Citizen Comments Period
No citizen comments.

- 5) Unfinished Business
There was no unfinished business.

- 6) New Business
 - A. Assessment**
 1. SurvNet, Franklin Referral updates
The Board reviewed data from SurvNet, nothing out of the ordinary in the last month.

 2. WI DHS Weekly Respiratory Report
The Weekly Wisconsin Respiratory Virus Surveillance Report was reviewed. Flu season in Wisconsin seems to be coming to an end.

 - B. Policy Development**
 1. Strategic Plan Goal: Strengthen Internal Workforce Development
 - (a) Strategy 2.1: Strengthen workforce competency and capacity
 - (i) Policies in need of Review and revision
 1. Referral, Animal Bite, Licensing, Inspections
The Health Department is working on making formal policies and procedures to help with training new and current employees.

 2. St. Martins Fair and Civic Celebration Fee Changes
 - (a) State temporary and mobile Licensing criteria
Common Council approved the new fees for the 2019 St. Martin's Fair fees. The Civic Celebration fees will be changing as well in order to meet State criteria.

C. Assurance

1. Community Health

Improvement Plan Initiatives

(a) Physical Activity:

Bike Rodeo Recap

The Bike Rodeo took place on June 8th. There were approximately 130 pre-registered with a few walk ups. Donations from businesses and volunteers made it a success.

Franklin 5K Summary

Reviewed the surveys that were sent out to participants and ways to improve the event in the future.

(b) Nutrition: Kids Camp Garden at Ben Franklin

The Health Department, along with the Franklin Rec. Department, are helping to sponsor a gardening program for the summer kids camp at Ben Franklin Elementary.

Living Well with Diabetes Summary

Reviewed the Living Well with Diabetes Workshop. Evidence-based workshop comprised of small groups of people living with diabetes.

(c) Mental Health

No Updates.

(d) Alcohol and Drug Use: Compliance Check results

Will be reviewed later in the meeting.

2. License Renewal Updates

Reviewed the letter and process of Licensing of Restaurants, Retail, Hotel/Motel, and Pools. Approximately 40% have returned their renewal.

3. Lyme Disease Micro Grant

The city will be applying for a State Grant that will be giving out kits to help with identifying ticks, along with how to properly remove them. The State will be alerting those who will be awarded the grant on June 24, 2019.

4. Preparedness

a) Zone 3 Closed Point of Dispensing Exercise

Reviewed the exercise that took place on May 29, 2019 at Clement Manor.

b) HERC Regional Closed Point of Dispensing Exercise

Reviewed the exercise that took place on June 4, 2019 at the Sheriff's Academy.

c) Franklin Fire Department Closed Point of Dispensing Review

The Health Department met with the Fire Department to set up a time to conduct an exercise later in the summer.

7) Program/Speaker

No speaker or programs.

8) Announcements/Correspondence/Articles

A. Announcements

- 1 Staffing Vacancy –
 - a. Public Health Specialist Recruitment update
Common Council approved the Public Health Specialist job description.
 - b. Public Health Supervisor
Still considering creating a Supervisor position in the future.
- 2 Community Education Events:
 - a. 20th Annual Adult Health Fair
This will take place at the Franklin Public Library on September 25, 2019.
- 3 Community Event:
 - a. Family Movie Night
The Family Movie Night will be held on June 14, 2019. The movie will be Mary Poppins Returns.
 - b. National Night Out
National Night Out will be held on August 5, 2019. The Health Department is looking to become more involved this year.

B. Correspondence

- 1 Email from Aurora Surgery Center regarding measles
Aurora Surgery Center has been in contact with the Franklin Health Department to see what they can do to be more prepared in the event of a measles case.
- 2 Measles guidance from Wisconsin Division of Health Services and Centers for Disease Control
The State is not changing criteria for MMR vaccines at the moment because there have been no confirmed cases of measles.

C. Articles

- 1 Undercover Alcohol Sting in Franklin (TMJ4)
With the help of Volition Franklin and City Administration, TMJ4 was able to ride along with the Police Department on Alcohol Compliance Checks done in May. Along with the article, Volition Franklin also released their own statement on their Facebook page giving insight into why this is done and why it is important.
- 2 Lean Paint verdict (Journal Sentinal)
“Jury awards \$6 million in lead paint case, finds three firms responsible for lead poisoning of three kids in Milwaukee”

9) Adjournment

Motion to adjourn by Alderman Michael Barber. Seconded by Wayne Hustad. Motion carried unanimously.