

**CITY OF FRANKLIN  
BOARD OF HEALTH MEETING  
MINUTES  
MONDAY, NOVEMBER 11, 2019**

Approved 2/10/2020

- 1) Call to Order  
Dr. Wengelewski called the Board of Health meeting to order at on November 11, 2019 in the Inspection Conference Room of Franklin City Hall, 9229 W Loomis Rd, Franklin, WI
  
- 2) Roll Call  
Present: Dr. Henry Wengelewski, DDS; Health Officer, Courtney Day, RN; Lori O’Neil, RN; Wayne Hustad; Alderman Michael Barber; Patricia Nissen; Dr. David Gustitus;  
Excused: Dr. Patricia Golden
  
- 3) Approval of Minutes of October 14, 2019  
Michael Barber made a motion to approve the minutes from the October 14, 2019 Board of Health meeting. Seconded. Motion carried unanimously.
  
- 4) Citizen Comments Period  
No citizen comments.
  
- 5) Unfinished Business  
A. Board of Health recruitment for open position  
Continuing to recruit for the open position. May put an ad out soon.
  
- 6) New Business  
A. **Assessment**
  1. Franklin Health Dept. Referral updates  
The Board reviewed data from the Franklin Referrals updates, nothing out of the ordinary.
  2. Division of Agriculture, Trade, and Consumer Protection inspections  
27 inspections by Sanitarians in October.
  3. Wisconsin Division of Health Services Weekly Respiratory Virus Surveillance Report (Week 43)  
Flu season has started, but there are not a lot of cases yet.  
B. **Policy Development**
  1. Updated Wisconsin Division of Agriculture, Trade, and Consumer Protection Contract  
Effective 11/1/2019, the contract is an addendum to a previously signed contract for local Health Departments to license mobile restaurants. We won’t see any changes until the next license year, starting July 1, 2020
  2. Wisconsin Administrative Code 140 Updates and Board of Health Involvement
    - a.) Franklin Health Dept. 140 Review scheduled  
Franklin Health Department is currently a level 2. Board of Health is welcome to be a part

**C. Assurance**

1. Franklin Flu Clinic Updates
 

Despite construction in City Hall, the Health Department has been able to have all of the scheduled flu clinics. There have been 750-800 flu shots given so far this season. This is a little less than last year, mostly due to the delay in vaccine.
  
2. Regional Table Top Exercise scheduled (December 4, 2019)
 

This year, the exercise will focus on preparing for Pandemic Flu. This led to discussion about flu vaccine and also looking into research for other options.
  
3. Democratic National Convention Planning Updates
  - a) Criminal Epidemiologic Investigation Workshop
 

November 5-6, 2019
  - b) Crisis Emergency Risk Communication Workshop
 

November 12-13, 2019
  
4. 2019-2020 School Immunization Data submitted to the State
 

The schools submitted their immunization data directly to the State this year.
  
5. Daycare Outreach Project
 

As the Health Department is visiting Day Cares to discuss their immunization data, they are also reaching out with information about what the Health Department can offer parents. This led to some discussion about immunization waivers.
  
- 7) Program/Speaker
 

No speaker or programs.
  
- 8) Announcements/Correspondence/Articles

**A. Announcements**

1. Staffing –
  - a. Community Volunteer for November flu clinics
 

We had a volunteer nurse come in to a few of the flu clinics. Lauren and Courtney are now working on updating the Health Department’s list of volunteers.
  - b. Adjusted staff roles through January 2020
 

With Julianna being out, there have been some shifting of roles within the Health Department.
  
2. Community Education Events:
  - a. Trunk or Treat Summary
 

October 29, 2019. Despite the cold, this was very well attended (approx. 800 kids). The Health Department had a table with information. There was also about 300 lbs. of food donated to local food pantries.
  
  - b. Living Well with Diabetes Workshop
 

November 6, 2019 – December 11, 2019
  
  - c. Topics for 2020 Health Education speakers
 

Discussion of ideas for speakers in 2020.

**B. Correspondence**

1. Radon Kit Flyer

The Franklin Health Department created a flyer to raise awareness for testing for radon, and that the kits can be purchased at the Health Department.

2. Child Flu Clinic Marketing

The School District distributes flyers letting parents know when the Health Department is holding Flu Clinics for children.

3. Rabies Flyer

Flyer raising awareness about rabies and how to protect themselves and their pets.

**C. Articles**

1. High Dose Flu Vaccine Shortage

Despite the widespread shortage, the Health Department still has High Dose Flu Vaccines available.

3. Adjournment

Motion to adjourn by Dr. David Gustitus. Seconded. Motion carried unanimously.