

**CITY OF FRANKLIN
BOARD OF HEALTH MEETING MINUTES
December 13, 2010**

- I. Call To Order
Dr. Wengelewski called the Board of Health meeting to order at 7:04 p.m. on Monday, December 13, 2010 in the Health Wing of Franklin City Hall, 9229 West Loomis Road, Franklin, Wisconsin.
- II. Roll Call
Present: Robert Fedran; Renee Fuller; Patricia Nissen; Dr. John Palese; Dr. Henry Wengelewski, Ald. Kristen Wilhelm and Director of Health and Human Services, William Wucherer.
Excused: Kris Barnekow
Absent: Marilyn Bolton
- III. Approval of 10/11/10 minutes
Robert Fedran motioned to approve the minutes and it was seconded by Patricia Nissen. Motion carried unanimously.
- IV. Citizen Comment Period
None
- V. Unfinished Business
None
- VI. New Business
- A. **Assessment**
1. Foodborne Outbreak Investigation Associated with Norovirus, Nov-Dec. 2010
A copy of the press release was distributed for review. Norovirus was identified through stool collection of several guests who had attended a wedding reception at the Polish Center. At least 17 people who had attended were sick. Surrounding health departments were contacted by the FHD for investigation follow up of their respective residents. Norovirus illness is often associated with a sick food handler, contaminated food surface, or contaminated food.
2. Mild. County Communicable Diseases (SurvNet) & FHD Communicable Disease Report (WI Electronic Disease Surveillance System - WEDSS)
A copy of the surveillance reports were distributed for review. William Wucherer, Dir. Of Health and Human Services, also gave an overview about the WEDSS system. This communicable disease reporting system has been functioning for 2 years. There has been an increase in the number of communicable disease cases reported to local health departments through WEDSS. In the past 2 years, all WI health departments are using WEDSS.
3. WI Div. of Public Health Respiratory Virus Surveillance Weekly Report
A copy of the respiratory report was distributed for review. There are low numbers of respiratory illness/influenza cases in the State of WI. There is some local influenza activity in Illinois, Minnesota and Iowa.
4. Cholera Outbreak – Haiti, 2010
A copy of the Dept. of Public Health report and Cholera fact sheet were distributed for review. An alert from the State Health Department was distributed for travelers to Haiti. There is a preventative vaccination against Cholera that provides short term protection (3-6 months).

B. Policy Development

1. "Program and Services of FHD" – A Position Paper – As Prepared For the 11/3/10 Special Common Council Meeting
A copy of the position paper was distributed for review. The paper contained the duties and responsibilities of FHD employees.
2. Discussion Regarding Future Sanitarian Services in the City of Franklin (Notice from Oak Creek Terminating Intergovernmental Sanitarian Agreement)
A copy of the Common Council 12/7/10 Meeting Notice was distributed for review. The City of Oak Creek has terminated its intergovernmental agreement with Franklin. The FHD would like to enter into an intergovernmental agreement with the City of Greenfield to hire a sanitarian whose time would be shared between both the Greenfield and the FHD with a flexible schedule. Patricia Nissen made a recommendation by the BOH to have the health officer pursue the employment of a sanitarian. Robert Fedran seconded the recommendation. The recommendation was passed unanimously.

C. Assurance

1. Franklin Sr. Health & Wellness "Day – 10/14/10
A copy of the report was distributed for review. There were over 600 influenza vaccinations given. The evaluation response of the exhibitors was very positive.
2. City of Franklin Employee Food Drive Announcement – 12/5/10
A copy of the announcement was distributed for review. The food donated helps local food pantries.
3. City of Franklin Tobacco Compliance Check Report
A copy of the compliance check report was distributed for review. There were 5 businesses who sold tobacco to underage people in 2010.
4. Seasonal Influenza Vaccination Campaign, an Update – 12/1/10
A copy of the flu shot summary was distributed for review. The FHD has given approximately 1,600 influenza vaccinations to date this year. Flu shots given are down from past years. The FHD has did outreach to nursing homes and community-based residential facilities recommending flu shots and for the facility to report influenza cases. The FHD also inquired whether OB/GYNs were recommending their pregnant clients get flu shots.
5. Vaccine for Children Immunization Audit Report – 11/17/10
A copy of the VFC Site Monitoring Summary was distributed for review. The State of WI evaluated the FHD's storage and management of vaccines and found evidence of compliance with all established standards.

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| 6. 2010 Speaker Series Program Evaluations | |
| a) "Keeping Your Noggin Nimble" (Alzheimer's Disease | A copy of the evaluation was distributed for review. Seventy people attended the program. |
| b) "Melt Away the Winter Blues (Seasonal Affective Disorder) – 11/10/10 | A copy of the evaluation was distributed for review. Forty-one people attended the program. |
| 7. FHD Sharps Collection Program, an Update – 12/1/10 | A copy of the update was distributed for review. FHD is a WI DNR approved sharps collection site. The FHD receives contaminated sharps from about 325 residents. Approximately two-thirds of these residents have Diabetes. In addition, the FHD sells biohazard containers to residents at cost/no profit. The FHD staff offer a wallet-sized screening card to any resident who brings in insulin needles. |
| 8. FHD Mass Clinic Exercise After-Action Report, Executive Summary – 6/23/10 | A copy of the After-Action Report was distributed for review. The FHD practiced mass clinic facility set up, tested its updated mass communication plan, and evaluated the use of a software product for on-site registration of a mass clinic workforce. |

VII. Program/Speaker None

VIII. Announcements/

A. **Announcements** None

B. **Correspondence**

1. Letter of Support to the FHD from School Superintendent, Steve Patz – 12/2/10
A copy of the letter was distributed for review.

C. **Articles**

1. "Well Enough Alone" (Keep Statewide Tobacco Ban) – Editorial [MJS 11/20/10]
A copy of the article was distributed for review.

IX. Adjournment Robert Fedran moved to adjourn the BOH meeting, seconded by Renee Fuller. The meeting was adjourned at 8:30 p.m.