

**CITY OF FRANKLIN  
BOARD OF HEALTH MEETING MINUTES  
MONDAY, OCTOBER 14, 2019**

- 1) Call to Order  
Dr. Wengelewski called the Board of Health meeting to order at on October 14, 2019 in the Health Wing 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; Dr. Patricia Golden; Dr. David Gustitus; Alderman Michael Barber  
Excused: Renee Fuller, Wayne Hustad, Patricia Nissen
  
- 3) Approval of Minutes of September 9, 2019  
Michael Barber made a motion to approve the minutes from the September 9, 2019 Board of Health meeting. Seconded by David Gustitus. Motion carried unanimously.
  
- 4) Citizen Comments Period  
No citizen comments.
  
- 5) Unfinished Business  
    **A.** Board of Health opening nominations  
Penny Arvantes and Anna Komorowski have been nominated to fill the opening
  
- 6) New Business  
    **A. Assessment**
  1. Franklin Health Dept. Referral updates  
The Board reviewed data from SurvNet and the Franklin Referrals updates.
  2. Division of Agriculture, Trade, and Consumer Protection inspections  
49 inspections by Sanitarians in September.  
    **B. Policy Development**
  1. State Agency Inspections Policy to begin revisions in October  
This has not been updated since 2009. Angie and Jamie are working to updating this document.
  2. Competency Tool in final Draft to be implemented in fourth quarter of 2019  
This is a tool to help employees measure their competency levels.  
    **C. Assurance**
  1. Registered Sanitarian Standardization –  
Angela Beyer passed 9/18/2019. It is an annual process.
  2. State Agency 2018-2019 Self-Assessment completed and submitted to Department Agriculture, Trade and Consumer Protection  
This is also an annual process for the Sanitarians that goes through what the Department has been working on throughout the year. Also discussed future changes coming in the next year.

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|----|--|---|
| 3. | Reviewing layout for Open Point of Dispensing location – Forest Park Middle School With new building footprint | Updating the information for the new school.      |
| 4. | Flu Clinic Dates and Location changes due to City Hall construction  | Discussed adult and children flu clinics in 2019. |
| 3. | Program/Speaker  | No speaker or programs.                           |

4. Announcements/Correspondence/Articles

**A. Announcements**

- |    |   |   |
|----|---|---|
| 1. | Staffing –  |   |
| a. | Drug Free Community Grant Coordinator hired       | The new employee, Ellen Henry, starts on October 21, 2019.  |
| b. | Health Department Budget Update                   | Committee of the Whole met since the last meeting. There were no questions for the Health Department. It goes for final approval in a few weeks. Discussion about what the 2020 Budget Proposal looks like. |
| c. | Community Volunteer for fall events               | A resident contacted the Health Department looking for opportunities to volunteer.  |
| 2. | Community Education Events:                       |   |
| a. | Love Thy Neighbor Workshop                        | October 10, 2019  |
| b. | Living Well with Diabetes Workshop                | November 6, 2019 – December 11, 2019  |
| c. | Savor the Flavors of The Mediterranean Diet       | October 17, 2019  |
| 3. | Community Event:                                  |   |
| a. | 20 <sup>th</sup> Annual Adult Health Fair Summary | Estimated 520-530 people came to the event.   |
| b. | Physical Activity Education                       | Went to the Franklin High School football game on October 11, 2019 to talk about physical activity and underage drinking.   |
| c. | Trunk or Treat                                    | Pedestrian Safety and Health Snack information. Taking place at the Franklin Public Library on October 29, 2019.  |

**B. Correspondence**

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|----|-----------------------------------|------------------------------|
| 1. | Fall Health Department Newsletter | Reviewed the Fall Newsletter |
|----|-----------------------------------|------------------------------|

2. Blue-Green Algae cases  
in Franklin

There have been 2 dogs in Franklin that have  
gotten sick as a result of blue-green algae.

3. Health Department Brochure  
draft

We are hoping to have these printed to get the  
word out about what the Health Department  
does.

**C. Articles**

1. Morbidity and Mortality  
Weekly Report – Vaping  
Injury Outbreak

Discussed the vaping cases in Wisconsin.

**5. Adjournment**

Motion to adjourn by Michael Barber.  
Seconded by Lori O'Neil. Motion carried  
unanimously.