

**CITY OF FRANKLIN  
BOARD OF HEALTH MEETING  
MINUTES  
May 12, 2014**

- I. Call To Order  
Dr. Wengelewski called the Board of Health meeting to order at 7:00 p.m. on Monday, May 12, 2014 in the Health Wing of Franklin City Hall, 9229 West Loomis Road, Franklin, Wisconsin.
- II. Roll Call  
Present: Kris Barnekow, Marilyn Bolton, Robert Fedran, Patricia Nissen, Dr. Henry Wengelewski, Ald. Janet Evans, Health Officer William Wucherer.  
Excused: Renee Fuller and Dr. John Palese
- III. Approval of 4/21/14 minutes  
Ald. Janet Evans made a motion to approve the minutes from the BOH meeting for 4/21/14 and Robert Fedran seconded the motion. The motion was carried unanimously.
- IV. Citizen Comment Period  
None
- V. Unfinished Business  
1. Annual Vision and Mission Statement & BOH Membership  
A copy of the signed 2014 Vision and Mission Statement of the City of Franklin Health Department along with BOH contact information was distributed to the BOH members.
- VI. New Business  
A. **Assessment**  
1. Milwaukee County Communicable Disease (SurvNet) and Franklin Communicable Disease Reports  
A copy of the WI Dept of Health Services (DHS) and Franklin communicable disease reports was distributed for review. An updated copy for April was distributed at the BOH meeting. There has been a slight increase in shigella and salmonella cases in Milwaukee County. There were 2 mumps contacts investigations in Franklin. Two social service referrals were also made to the FHD. Electronic lab results have streamlined the investigative process.
2. Norovirus Investigation at a Local School  
A copy of the State DHS investigation notification was distributed for review. Robinwood Elementary school had 7 students who are ill with vomiting and diarrhea which was investigated by the FHD. Parents of all students at Robinwood were notified of the illness. School staff was alerted to watch for these symptoms in the school setting. The school was thoroughly cleaned. The FHD received 2 stool samples to identify the causative organism.
3. Mumps Statewide Outbreak Report  
A copy of the Mumps article was distributed for review. There were 30 confirmed mumps cases in WI. Most cases were fully immunized. A high percentage of cases are university students. The FHD is working with the Franklin School District regarding a message to parents with children who have waivers for the MMR vaccination regarding being vaccinated or possible quarantine if any mumps case is in Franklin schools.

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| 4. Franklin Public Schools (FPS) Vision, Hearing and Body Mass Index (BMI) Assessment  | A copy of the summary was distributed for review. The FHD completed over 2,200 screenings in the Franklin elementary schools. This year, it was electronically entered which saved time and paperwork in entering the information. 68% of the children fell within the normal weight and BMI ranges. Parents are informed of their child's results. |
| 5. Federal Centers for Disease Control and Prevention Health Advisory – Confirmed Middle East Respiratory Syndrome Case in Indiana, 2014 | A copy of the health advisory was distributed for review.   |

**B. Policy Development**

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| 1. Review and Approval of the "Procedural Guidelines for the FHD in Conducting Compliance Checks"  | A copy of the procedural guidelines was distributed for review. A motion was made by Marilyn Bolton and seconded by Robert Fedran to approve the guidelines with corrections. The motion carried unanimously.  |
| 2. Motion to Request the WI Division of Public Health, Bureau of Communicable Disease to Develop a Guidance Document for Local Health Departments to Control, Suppress, and Prevent Viral Gastroenteritis Outbreaks in School and Daycare Settings | Health Officer Wucherer requested support for assistance from WI DHS in providing a viral gastrointestinal (GI) outbreak guidance document for school and daycare settings. A motion was made by Marilyn Bolton that the Health Officer prepares a gap analysis before making the request to the State Health office and seconded by Patricia Nissen. The motion passed with a "yes" vote from Marilyn Bolton, Kris Barnekow, Robert Fedran and Patricia Nissen and one "no" vote from Ald. Janet Evans. |

**C. Assurance**

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| 1. FACT (Franklin Teens Fighting Tobacco) Activity Report for March/April 2014 | A copy of the F.A.C.T. report was distributed for review. |
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**VII. Announcements/ Correspondence/ Articles**

**A. Announcements**

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| 1. May 20 <sup>th</sup> "Heroin because it's in your Neighborhood" Presentation | A copy of the flyer was distributed for review. |
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2. June 10<sup>th</sup> “Walk the Aisles, Gluten-Sensitive, Gluten-Intolerance, Gluten Allergy, Gluten-Free Presentation

A copy of the flyer was distributed for review.

## B. Correspondence

1. “Dear Parent Letter” promoting FHD services and programs for preschoolers

A copy of the promotional letter was distributed for review.

2. City of Franklin Proclamation for Nurses’ Week, May 6-12, 2014

A copy of the Proclamation was distributed for review.

## C. Articles

1. “The City of Franklin applauds its public health nurses” – [MJS 5/14/14]

A copy of the article was distributed for review.

2. “Redesigned Nutrition Facts label makes healthy choices clearer” – [The Nation’s Health, May/June 2014]

A copy of the article was distributed for review. Board Member, Marilyn Bolton, gave an overview on food labeling. In 2006, the food labeling law was amended to reflect percentages and calories of a serving size portion. In addition, new nutrition categories have been added to labels such as sugar, sodium, and potassium levels.

3. “Polio call world health emergency” – [MJS 5/6/14]

A copy of the article was distributed for review.

4. “Autism and the Agitator” – (MJS 4/23/14]

A copy of the article was distributed for review.

## IX. Adjournment

A motion to adjourn the BOH meetings was made by Ald. Janet Evans and seconded by Robert Fedran. It was carried unanimously. The meeting was adjourned at 8:40 p.m.

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William M. Wucherer, RN, BSN  
Board of Health Secretary