



**MINUTES – WEST ALLIS BOARD OF HEALTH MEETING**  
**Thursday, April 28, 2016**

<b>Members Present:</b>	Ald. Reinke	<b>Excused:</b>	Mark Roberts
	Ald. Roadt		Barbara Janusiak
	Kathy Becker		Linda Grulke
	Mary Cay Freiberg		Sally Nusslock
	Frank Bialek	<b>Staff Present:</b>	Diane Dubey
	John Ragonese		
		<b>Others Present:</b>	Charlie Valdre – West Allis Citizen

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The meeting was called to order by Alderperson Reinke at 6:05 p.m.

**1. Approval of Minutes of January 28, 2016**

A motion was made by Ald. Roadt and seconded by Mary Cay Freiburg to approve the minutes of January 28, 2016. The motion carried unanimously.

**2. Emergency Preparedness**

Ms. Nusslock stated the Department has completed their annual review assessment for the State. The State will do an onsite review on April 29, 2016. On March 3, 2016 Ms. Nusslock participated in a tabletop drill for the City's Emergency Operations Center, at the Police Department, using a train derailment scenario. All City Departments, the Mayor, City Administrator, Milwaukee County Emergency Management, Milwaukee Fire Department, Railroad Reps and other agencies attended. The City's EOC will be set up and will be open for employees to come through to see how it is set up and learn more about emergency response. The City is conducting a citywide assessment of each employee's training on emergency preparedness and the need for additional training.

**3. Legislative Updates**

Copies of the 2015-2016 Final Legislative Grid were distributed to Board members which listed current Bills, their status, and the position the Wisconsin Public Health Association & Wisconsin Association of Local Health Departments and Boards took on each of them. Ms. Nusslock stated the Legislative bodies are currently out of session and focus will be connecting with local officials to educate on public health issues.

**4. Community Health Assessment**

The Community Health Assessment is completed. A copy was distributed to each Board member present. Copies were also distributed to Stakeholders and placed on the City's website for public review and comment.

**5. Community Health Improvement Plan**

A summary of the Community Health Improvement Plan from the last five years was distributed and discussed. On May 18<sup>th</sup> the Community Health Advisory Team will meet to set priorities for the next five years. After priorities are set workgroups will be designated for each priority to write the goals, objectives and interventions. These will then form the next Community Health Improvement Plan (CHIP).

**6. Accreditation Update**

Part I of the Annual report has been submitted and accepted. Part II will be submitted within the next day. Ms. Nusslock stated that the Public Health Accreditation Board's (PHAB) is in early discussions regarding reaccreditation. Processes will be modified from the original submission, there will be no site visit, we will need to submit current CHA, CHIP, etc. but not have to load evidence for every measure – only the new measures that were adopted after our accreditation. The reaccreditation fee structure has not been set yet.

**7. Farmers Market Report**

Market Place is set to open Sunday, May 1, 2016 and Farmers Market to begin Saturday, May 7, 2016. A landline telephone line has been installed to be utilized for the Supplemental Nutrition Assistance Program (SNAP) card reader. A soft launch of the program will begin the middle of May and then ramp up with more advertising in June when there are more produce options available at the Market. A safe will be installed to secure Market tokens.

**8. Policy Relative to Use of Farmers Market**

Ms. Nusslock informed the Board of a request from Corvina Wine Company to utilize the Farmers Market for 15 Wednesdays throughout the summer from 4 to 10 p.m. during non-Market hours. Currently there is no policy in place for rental of the Market. There has also been a request from the City to move the Concerts in the Park from Veterans Park to the Market. She proposed sending a request to the Attorneys Office to draft guidelines for use of the Market during such events.

A motion was made by Mary Cay Freiburg and seconded by Kathy Becker to send a request to the Attorneys Office to draft guidelines for use of the Market during such events. The motion carried unanimously.

**9. Farmers Market Fee Schedule Structure**

Ms. Nusslock stated that the Fee Schedule Structure for the Market will have to be addressed if a rental policy is put in place.

**10. Health Department Report**

Ms. Nusslock reported the following:

- Laura Temke, Environmentalist is back from maternity leave.
- Rose Aird, Public Health Nurse, retired. We are currently recruiting for the position.
- Yolanda Romero has been hired as the Department's new Janitor.
- Julie Bigley, Wellness Coordinator has resigned. A meeting with the City Administrator and Wellness Committee is scheduled for May 2, 2016 to discuss the Wellness Program moving forward.
- Ms. Nusslock is a member of the City's Strategic Plan Steering Committee.
- Ms. Nusslock attended Coffee with the Mayor with the discussion being rodent control, community clean-up and other health issues.
- Ms. Becker announced that she will be retiring from Aurora the end of May.

**11. Items of Next Meeting**

Dan Roadt requested that the BOH meeting schedule put on the next agenda. The Board were reminded that they could submit any additional items for the next meeting agenda to Sally or Diane no later than noon on the Thursday prior to the meeting date.

**12. Next Meeting**

Thursday, May 26, 2016

**13. Adjournment**

There being no further business, a motion was made by Ald. Roadt and seconded by Frank Bialek to adjourn at 6:46 pm. The motion carried unanimously.

Respectfully submitted,

Sally Nusslock  
Health Commissioner