

**OPEN MEETING MINUTES**  
**Waukesha County**  
**Public Health Advisory Committee**  
**Thursday, September 14, 2023**  
**Health and Human Services Building, Room 114**

**Present Committee Members:** Froedtert Health (Andrew Dresang, Chair), ProHealth Care (Sarah Butz, Vice Chair), ProHealth Care Hispanic Health Resource Center (Jessica Kadow), Betty Koepsel, Lake Area Free Clinic (Mary Reich), Sixteenth Street Community Health Center (Liz Kirsch)

**Absent Committee Members:** Aurora Medical Center, Luann Ladwig

**Present HHS Board Liaisons:** Mary Baer

**Present HHS Staff Liaisons:** Ben Jones, Elizabeth Laatsch, Theresa Imp, Bridget Gnad, Lisa Kwiat, Gabrielle Manders, Mary Smith

**Absent HHS Staff Liaisons:** Frances Thomas, Sarah Ward, Mary Jo Hamman

**Guests:** Debbie Heinowski, Janelle McClain, Jamie Penza

**1. Call to Order**

Chair Dresang called the meeting to order at 8:01 a.m. Attendees introduced themselves.

**2. Review and Approval of Minutes**

MOTION: Reich moved, second by Kadow, to approve the Public Health Advisory Committee minutes from August 10, 2023. Motion passed without negative vote.

**3. Committee Business**

Dresang will follow-up for an Aurora representative.

**4. Community Health Improvement Plan (CHIP) Update**

Jones reported that the three CHIP action teams are progressing well on their plans. The current plan is that the three teams will present to the Steering Committee in December and hold a CHIP launch party likely in February 2024.

Kwiat is working on a video series with Jones, Dresang, and the action team tri-chairs about the CHIP process to be promoted on the website and social media in hopes of teaching the community about and bringing them into the CHIP process.

The Steering Committee is hoping to have a community partner apply for ARPA funds so that the \$300,000 can be used toward an action plan.

**5. Committee and Organizational Updates**

**A. Health and Human Services Board**

Baer reported that the Annual Public Hearing was held on August 27 and had 20 speakers. The HHS Board met after the hearing to approve advisory committee chairs, vice chairs, and membership renewals before reviewing the HHS

departmental budget. The budget still needs to be presented to the Finance and HHS Committees.

**B. Environmental Health Division**

There were no updates from the Environmental Health Division.

**C. Emergency Preparedness**

Gnadt announced that the Waukesha County Emergency Preparedness Team has been selected to head the Volunteer Management/Family Assistance Center Regional Workgroup in preparation for the Republican National Convention to be held in Milwaukee on July 15-18, 2024.

The Emergency Preparedness program will be expanded throughout the entire department to allow all employees to have a stake in the processes, versus Gnadt's small team.

**D. Aging and Disability Resource Center (ADRC)**

Smith shared the 2022 ADRC Annual Report.

At the HHS Board meeting next week, Smith will be presenting the ADRC's 2024 initiatives.

Smith provided the following staffing updates:

- Laurie Kohler, Adult Protective Services (APS) Supervisor, is leaving HHS to go to the State as the APS Coordinator.
- Ellen Poplowski is retiring next week after 35 years with Waukesha County. She is holding a silent auction for her various desk trinkets, with funds going to the Lake Area Free Clinic.

**6. Public Health Division Reports**

**A. Public Health – Ben Jones**

Jones announced that he has reached his 10-year anniversary with the Waukesha County Public Health Division, which also places him as the second longest-term Health Officer in southeast Wisconsin.

The division is actively preparing for the 140 Review, being held on September 28. There will be approximately five representatives from the State conducting a formal review to ensure that Waukesha County Public Health is meeting all of the standards of Administrative Rule 140, which outlines what must be done as a Health Department. There are a few nuances that stand out in Waukesha County that may require additional explanation, but should not be a problem. Reviews are held every five years, but because Waukesha County is looking to move up to a Level 3 Health Department designation, a more thorough review needs to be held.

The Overdose Fatality Review (OFR) program continues to progress. The Department has been provided five years of records from the Medical Examiner's office. The new Social Worker is offering bereavement support to surviving family members, and next-of-kin interviews will be conducted approximately 9 months after the death to obtain more information about the deceased. The

OFRs will be starting again in 2024, with the hope of conducting two formal reviews every other month.

The last nurse vacancy has been filled. The Women, Infants, and Children (WIC) unit is looking for temporary help as they transition to holding more in-person meetings.

The new COVID shots will be starting this week in some locations.

7. **Agency Report – ProHealth Care, Sarah Butz**  
Butz distributed and reviewed a PowerPoint titled, "What's New at ProHealth Care."
8. **Agency Announcements and Updates**  
There were no agency announcements or updates.
9. **Discuss Agenda Items for Next Meeting**
  - Agency Report: None
10. **Public Comment**  
There were no public comments.
11. **Adjournment**  
MOTION: Koepsel moved, second by Butz to adjourn the meeting at 8:48 a.m. Motion passed without negative vote.

Minutes respectfully submitted by Janelle McClain.

Minutes Were Approved:



Date:

10/12/23