

**MINUTES OF PUBLIC HEALTH ADVISORY COMMITTEE MEETING**  
**Thursday, June 09, 2016**



**Members Present:** Kerri Ackerman, Waukesha Community Health Center; Dr. Ross Clay, Medical College of Wisconsin; Dr. Marshall Jennison; Jessica Kadow, Hispanic Health Resource Center; Mike Radomski (proxy for Sarah Ward), Environmental Health Division; and JoAnn Weidmann, Co-Member.

**Ex Officio Members Present:** Benjamin Jones, Waukesha County Public Health, Health Officer; and Jan Leuenberger, Waukesha County Public Health.

**Members Absent:** Dr. Steven Andrews, Waukesha County Medical Society; and Mary Smith, Aging & Disability Resource Center of Waukesha County.

**Ex Officio Members Absent:** Dr. Nancy Healy-Haney, Waukesha County Public Health Manager.

AGENDA	TOPICS	DISCUSSION	ACTION ITEMS	DATE DUE
Call to Order		<p>Meeting called to order by Dr. Clay at 8:07 AM</p> <p>It was noted that Mike Radomski was in attendance as proxy for Sarah Ward.</p> <p>It was brought to the Committee's attention if any Public Health Advisory Committee member is unable to make a meeting they should send a proxy that would be able to vote for them. It was important to note that without Mr. Radomski's presence the Committee would not have had a quorum.</p>	If committee members are unable to attend, they are to send a proxy in their place if possible.	
Approval of minutes		Dr. Clay motioned for the May 2016 minutes to be approved: Joanne Weidmann moved and Jessica Kadow second for minute approval. The motion was carried.		
Advisory Committee	New Member Applications	Dr. Clay brought to the Committee's attention that he had not yet heard back from the County Executive regarding the new member applications.	Dr. Clay to contact the County Executive's office to see how long the process takes.	07/14/2016
	Public Health Bylaws	Dr. Clay motioned for the Bylaws to be approved: Dr. Jennison moved and Joanne Weidmann second for Bylaws approval. The motion was carried.		

Committee Reports	Health & Human Services Board		None – There is no Health and Human Services Board liaison.  It was requested that Dr. Healy-Haney contact Mr. Paulson regarding appointing a Health and Human Services Board Liaison to the Public Health Advisory Committee.	Dr. Healy-Haney to contact Mr. Paulson about appointing a HHS Board Liaison.	07/14/2016
	Environmental Health – Sarah Ward		Mr. Radomski, Ms. Ward's proxy, had no items to report.		
	Public Health Division	Dr. Healy Haney	Dr. Healy-Haney was not in attendance as she was attending another meeting.		
		Benjamen Jones	It was brought to the Committee's attention that the Division is in the process of reviewing the Public Health Core Competencies with all of their staff in preparation of applying for Accreditation in 2017. Part of making application requires a Work Force Development Plan with documented track history of assessing needs and creating training plans for staff. It was noted the Division received a small grant from the State Department for Accreditation readiness and is working with the UW Extension to help draft an assessment and training plan. The goal is to have the first round of Public Health Division assessments done by the end of the month and to develop a training plan from the results. It was pointed out that these processes will lay the groundwork to show a track record of workforce development. Reference was made to the Public Health Foundation as a resource, noting most of its resources are free.  It was questioned whether a reply had been received about the needs presentation. There had not been. The Division will plan and proceed as if making application next year by continuing to have its staff learn the language of the Public Health Core Competencies then do the assessment again.		
			The Advisory Committee was informed the Division had begun working on its 2017 budget process. It was noted the whole Health and Human Services Department received a tax levy increase of around only \$100,000. There was much discussion regarding how the Division is going to make budget.		
			It was pointed out that two more senior nurses retired in the past month taking with them around 60 years of experience. Recruitment of new nurses is in process. The anticipated start date of two new nurses will be June 27, 2016. Also of note, another nurse will be leaving for maternity leave soon.		

		<p>Attention was brought to the new Community Health Improvement Plan and Process (CHIPP) which will be kicking off in November. It was noted the kick-off has been delayed because the Division has had many challenges including still working with its implementation of Insight, preparing for the mass exercise, getting ready for next year's budget and planning a large Hispanic Health Fair in October. It was pointed out that although it is Public Health's responsibility to make sure CHIPP happens, they do not lead it. The process is led by the community. It was noted that during the last 5-year period of CHIPP the process was much bigger than ever before. That being said, a lot of people were not aware of what it was, and the Division had to ask people to join. This time around people are asking to be part of CHIPP. This creates a problem of deciding how big CHIPP should be and how to determine who should be on the committee. It was noted that the last CHIPP received a grant for a facilitator. The Department is in the process of trying to see who can facilitate and who will chair. There will be a Department meeting in approximately one and one half weeks with the Director and Deputy Director of Health and Human Services to determine how to structure and organize the CHIPP. The plan is to identify three main issues and have smaller response teams to cover those issues.</p>		
		<p>Elizabethkingia continues statewide with sporadic cases. At this time, it is unknown what is causing it. Much testing has been, all with negative results for sources. Statewide there have been 64 confirmed cases. Waukesha County's cases have remained the same.</p>		
		<p>Zika also continues to be a concern, noting there now have been a number of travel related cases in Wisconsin. It was noted that numbers for Zika in the state will start being published by the Centers for Disease Control (CDC). Nationally they were only reporting pregnant women with symptoms. It has not changed to reporting all pregnant women who tested positive regardless if they had symptoms or not. There were 195 cases reported in the US. The CDC will be starting a registry to track outcomes. There was much discussion regarding mosquitos and mosquito control as well as the possibility of routine testing of pregnant women for exposure to Zika.</p>		
		<p>It was noted that there have been cases of mumps with college students. It was pointed out that one case being followed attended Ohio State where there were 19 cases. There was also a small cluster at Marquette. There has been a cluster of doctor tested cases which the Division is required to follow-up on all cases. On this note the Committee questioned whether there was an increase in communicable diseases because of less children being immunized fully. Much discussion ensued.</p>		

		<p>The Division is preparing for its big exercise on June 14, 2016 at the Waukesha County Expo Center and is still looking for volunteers. Volunteers are requested to show up by 9:00 am and an educational session will be held for all working the exercise as well as the volunteers from 9:15-9:45 am. The exercise will begin at 10:00 am. It was noted that everyone who participates will receive a lunch and backpack with start-up preparedness kit. In addition, there will be a raffle for the volunteers of a Weather Radio from Emergency Management. It was pointed out that Secretary of Department of Human Services, Kitty Rhoades, as well as the Deputy Secretary might attend the mass clinic. It was noted that GE Healthcare and Waukesha Memorial Hospital will also be having a closed Point of Dispensing (POD) making this the third largest exercise of its time. There will be twelve PODs in the Southeastern region. Most companies will have some activation of their emergency operations center (EOC), there will be activation of the Healthcare Emergency Readiness Coalition (HERC) command center, and the State activation of an EOC. The exercise will include a fake shipment from Strategic National Stockpile (SNS) of drugs including Chain of Custody with full security. The Sheriff's Department will be staffing the mass clinic. The Health and Human Services Coordinator will be managing 90 volunteers. There will be special badges for staff as well as volunteers. Kara Moore, HHS Volunteer Coordinator, is coordinating the volunteer effort.</p> <p>The focus is to get as many people to go through the mass clinic and have employees learn mass distribution of drug dispensing.</p>	<p>Jan to e-mail all Volunteer Coordinator contact information.</p>	<p>06/09/2016</p>
	Walk in Items	none		
	<b>Adjournment</b>	[8:49 am]		
	<b>Next Meeting</b>	July 14, 2016		