



<b>MINUTES</b> <b>OF</b> <b>BOARD OF HEALTH MEETING</b> <b>OF</b> <b>CITY OF CUDAHY</b>	Page 1 of 3	
	Meeting Date – <b>Tuesday:</b>	<b>Jan 27, 2016</b>
	Held at Health Department:	Library Room
	Address: Cudahy Municipal Building	
	5050 South Lake Drive	
	Cudahy, WI 53110	

**ROLL CALL**

The meeting was called to order at 5:45 PM by Acting Chairperson Health Officer Lepak

Board of Health Member Attendance	Present	Absent Excused	Absent
Patricia Borkowski	X		
Lynn Damitz	X		
Katie Lepak, Health Officer	X		
Aldersperson Mary Schissel		X	
Dr. Robert Shampo		X	
Dr. David Sherman, Medical Advisor/Interim Chairperson	X		
Crystal Silkwood, School Board Member			
Neal White Secretary	X		
Patti Wisniewski		X	

**Also present:** Krystal Rafenstein Nurse Coordinator/Deputy Health Officer

**OPENING STATEMENT**

The proper opening statement was read.

**APPROVE MINUTES**

Moved by Patricia Borkowski, seconded by Neal White to approve the minutes of the October 27th, 2015 meeting. All voting in favor.

**HEALTH OFFICER’S REPORT**

1. Increase in Providing Immunizations  
 During the 4<sup>th</sup> quarter of 2015, there was a 21% increase in immunizations provided at the Health Department. Nurses have been available as early as 6:30AM and as late as 6:00PM (available later upon request). A program called TeleVox is being used to provide messages, mailings, phone calls and reminders. It is a free services sponsored by Pfizer.
  
2. Electronic Health Records  
 The electronic health record system will be implemented after February 10, 2016. Training prior to implementation will be provided.
  
3. Active TB Case/ Latent TB Cases  
 There is an active Tuberculosis (TB) case that is continuing to be monitored by the Health Department. Additionally, there are currently 2 LTBI cases being monitored.



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4. Well-Child Checks

Well-child checks will be implemented for children between the ages of birth through 18-years-old, but these will not include sports physicals. The health department will partner with WIC to have access to and use necessary equipment. Referral to a physician will be provided as found necessary.

5. Screening, Brief Intervention, and Referral to Treatment (SBIRT)

SBIRT is an evidence-based practice used to identify, reduce, and prevent problematic use, abuse, and dependence on alcohol and illicit drugs. The health department will implement this practice to connect individuals experiencing these issues with appropriate agencies.

6. Upcoming Events

February is Oral Health Month. The health department will be providing activities at daycare facilities in Cudahy. One of the activities that will be provided is dental varnishing. As of today January, 27, 2016, thirty-eight dental varnishes have been provided at the health department.

A mental health and substance abuse forum will be held at the Cudahy High School on March 10<sup>th</sup> at 6:00-7:30PM. The police department and St. Luke’s South Shore will be a part of the program, along with a youth group called Rise Together and those who may be experiencing issue with mental health and/or substance abuse. The public is invited.

7. Interns at the Health Department

Three student interns will be starting next week: One intern are studying nursing; while the other two are studying in other areas.

8. A motion by Lynn Damitz, seconded by Dr. Sherman to open the minutes from the September 2015 meeting. Minutes will include remarks by David Palmer, Southern Regional Office Director in Wisconsin Division of Public Health. Motion Carried.

9. Policy Changes

Motion by Patricia Borkowski, seconded by Dr. Sherman to approve stool specimen revision. Motion Carried.

Motion by Dr. Sherman, seconded by Lynn Damitz to accept the modified immunizations policy. Motion carried.

10. 2015 Annual Report



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The 2015 Annual Report was presented and points highlighted by Katie Lepak. Dr. Sherman had some questions which Katie answered; he also had some suggestions on sending reminders which could be done by drug companies.

Motion by Lynn Damitz, seconded by Patricia Borkowski to accept the 2015 Annual Report. Motion carried.

11. Strategic Plan 2015-2019

The Strategic Plan for 2015-2019 was presented and explained by Katie Lepak. Motion by Dr. Sherman, seconded by Lynn Damitz to accept the Strategic Plan 2015-2019. Motion carried.

12. Accreditation

The statement of intent has been completed and submitted to the organization. Internally documents are being reviewed and prepared for submission. More on this subject will come during future meetings.

Moved by Patricia Borkowski, seconded by Dr. Sherman to accept the Health Officer's report. All voting in favor.

**Other Business**

1. Motion by Lynn Damitz, second by Dr. Sherman to reappoint Katie Lepak as the Health Officer for the City of Cudahy. All voting in favor.

**NEXT MEETING**

The next meeting will be on Tuesday, March 27<sup>th</sup> 2016 at 5:45 PM.

**ADJOURN**

Moved by Patti Borkowski, seconded by Katie Lepak to adjourn at 6:45 PM. All voting in favor.

Respectfully submitted,

*Neal White*  
Neal White, Secretary