



<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>June 28, 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 5:48 PM by Health Officer Lepak

Board of Health Member Attendance	Present	Absent Excused	Absent
Patricia Borkowski	X		
Lynn Damitz			X
Katie Lepak, Health Officer	X		
Alderman Mike Johnson	X		
Dr. Robert Shampo		X	
Dr. David Sherman, Medical Advisor/Chairperson	X		
Robert Grams, School Board Member		X	
Norman Shanks	X		
Allison Dorszynski	X		
Lynn Stoeveken		X	

**OPENING STATEMENT**

The proper opening statement was read.

**APPROVE MINUTES**

Moved by Alderman Mike Johnson, seconded by Dr. David Sherman to approve the minutes of the May 18, 2016 meeting. All voting in favor.

**DISCUSSION AND NECESSARY ACTION FOR SECRETARY**

1. Motion for Norman Shanks to serve as Secretary for one year moved by Katie Lepak, seconded by Dr. David Sherman. All voting in favor.

**DISCUSSION AND NECESSARY ACTION OF POLICIES**

The Cudahy Health Department continues to review and revise policies and procedures. In further meetings the policies will be sent out via email for review prior to the meeting.

1. Vaccine Handling Policy: The format was updated to an easier to read format. Modifications were made to assure compliance with the Vaccine for Children (VFC) program this program. This program helps to cover the cost of vaccines for children with no insurance.
2. Lice Policy: This policy was updated to an easier to read format. The policy was also updated to better reflect the role of the health department role in responding to a client with lice. The previous policy focused on the school district.



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Motion to approve policy updates moved by Patricia Borkowski, motion seconded by Alderman Mike Johnson. All in voting favor.

**DISCUSSION AND NECESSARY ACTION OF TUBERCULOSIS MOU**

Health Officer Lepak announced a call to action for Board of Health for any possible interest or ideas for partnerships with nearby organizations or clinics where uninsured clients with Tuberculosis can go for treatment. This call to action is necessary to help minimize barriers and protect public health.

**GRANT AWARDED TO CUDAHY HEALTH DEPARTMENT**

A \$45,000 grant has been award to the Cudahy Health Department from the Wisconsin Partnership Program at the UW-Madison School of Medicine and Public Health. This grant was award to support implementation of the EatPlayGrow curriculum which follows a train-the-trainer approach to increase health of children and parents over a span of 18 months. Children will be a part of creative, non-traditional lesson plans to deliver nutrition and physical activity education. Health literacy assessments will be completed and educational materials will be provided.

**HEALTH OFFICER’S REPORT**

1. Infographic  
A visual tool was developed to better outline the progress of the health department. This tool will be updated accordingly for each health officer report.
2. Budget  
The department continues to operate in a fiscally responsible manner. Expenses and revenue thus far are in good standing.
3. PNCC Program  
Discussion of PNCC intake process and referrals sources occurred.
4. Review of Programs and Services  
Since the implementation of the Electronic Health Record system to date the Health Department has had 503 client encounters. The Oral Health Program has proven to be successful. The Cudahy Health Department is working with community partners to plan an oral health day in July.
5. Health Department Levels  
Health Officer Lepak discussed the difference between Level I, Level II, and Level III health departments for a better understanding for new Board of Health members.

Motion by Dr. Sherman, seconded by Alderman Mike Johnson, to accept the Health Officer Report.

**NEXT MEETING**

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



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**ADJOURN**

Moved by Alderman Mike Johnson, seconded by Allie Dorszynski to adjourn at 6:40 PM.  
All voting in favor.

Respectfully submitted,

*Katie Lepak*  
Katie Lepak, Health Officer