



MINUTES OF BOARD OF HEALTH MEETING OF CITY OF CUDAHY	Page 1 of 3	
	Meeting Date – Tuesday:	September 27, 2016
	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 5:46 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 Patricia Borkowski to approve the minutes of the June 28, 2016 meeting. All voting in favor.

ENVIRONMENTAL HEALTH CONSORTIUM UPDATE

Oak Creek will not be a member of the Environmental health Consortium and will be functioning as a separate entity. Financial dues to the consortium will increase by \$2,000 for 2017. A 5% increase in licensing fee for food and licensing has been submitted.

Motion to approve. Moved by Allie Dorszynski, seconded by Norman Shanks to approve the new policy. All voting in favor.

DISCUSSION AND NECESSARY ACTION OF POLICIES

The new After Action Report policy was developed for the Cudahy Health Department. This policy also satisfies documentation requirement for Accreditation. A spreadsheet was also developed to track all major events in which CHD responded.

1. Dr. Sherman suggests editing the procedure to write After Action Reports in the case of influenza. The board decided to add an additional statement explaining that “This policy will be enforced at the Health Officers discretion”.



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Motion to approve. Moved by Norman Shanks, seconded by Dr. Sherman to approve the new policy. All voting in favor.

The old version of the Communicable Disease Policy was sent via email for the board members to review. No extensive changes were made. New additions and edits were made to bring the policy up-to-date.

Motion to approve. Moved by Lynn Damitz, seconded by Lynn Stoeveken to approve the updated to Communicable Disease Policy. All voting in favor.

DISCUSSION AND NECESSARY ACTION OF 2017 BUDGET

The 2017 budget includes the \$2,000 increase for Environmental Health Consortium. A request from Mayor Hohenfeldt to increase 2017 budget by 2% was sent out to each department. To reflect this increase and to ensure sustainability, the health department proposed the use of merit days for staff in place of a salary increase.

Stericycle, the company used for Sharps Disposal Program, has increased cost by \$90/month to reflect new pharmaceutical waste regulation. Cudahy Policy Department will no longer be contributing to the financial burden of Sharps Disposal. Board members expressed a concern with the updated auto-injector disposal regulations.

Motion to approve by Alderman Mike Johnson, seconded by Dr. Sherman to approve the 2017 budget updates. All voting in favor.

HEALTH OFFICER’S REPORT

The Health Officer provided a year-to-date review of all programs and services provided by the Cudahy Health Department.

Ordinance CH 4-16 Code regarding animals was reviewed. Health Officer Lepak shared the information on the number of animals allowed in a Cudahy residence and when an Animal Fancier Permit would be required. A situation arose where a resident applied for an animal fancier permit. This ordinance allows for the Health Department to enforce the law to ensure human health.

Motion to approve by Dr. Sherman, seconded by Alderman Mike Johnson, to accept the Health Officer’s Report. All voting in favor.

EAT PLAY GROW PRESENTATION

Krystal Rafenstein presented on Eat Play Grow and the integration of childhood obesity prevention efforts, nutrition education, and physical activity into our community.



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NEXT MEETING

The next meeting will be on October 25, 2016 at 5:45 PM.

ADJOURN

Motion by Norman Shanks, seconded by Lynn Damitz to adjourn at 6:46 PM. All voting in favor.

Respectfully submitted,

Katie Lepak

Katie Lepak, Health Officer