



MINUTES OF: Public Health Advisory Committee Meeting
DATE: Thursday, May 10, 2018
TIME: 8:00am-9:30am
LOCATION: Health & Human Services Building, Public Health Center Room 1001

Members Present: Mary Baer, Citizen Member; Dr. Steven Andrews (via phone), Waukesha County Medical Society; Dr. Ross Clay, Citizen Member; Jessica Kadow, ProHealth Care Community Outreach Hispanic Health Resource Center;

Members Absent: Kerri Ackerman, Waukesha Sixteenth Street Community Health Center; Vicki Dallmann-Papke, HHS Board Liaison / ProHealth Care

Ex Officio Members Present: Theresa Imp, Waukesha County Public Health Division, Family & Community Health Supervisor; Ben Jones, Waukesha County Public Health Division, Manager / Health Officer; Liz Laatsch, Waukesha County Public Health Division, CD Supervisor; Trista Neary, Waukesha County Public Health Division, Administrative Specialist; Mary Smith, Aging & Disability Resource Center of Waukesha County, Manager; Sarah Ward, Waukesha County Environmental Health Division, Manager

Ex Officio Members Absent: Mary Jo Hamman, Waukesha County Public Health Division, WIC Supervisor

AGENDA	TOPICS	DISCUSSION	ACTION ITEMS	DATE DUE
Call to Order		Mary Baer called the meeting to order at 8:05am		
Approval of Minutes		MOTION: Jessica Kadow moved, second by Dr. Steven Andrews to approve the minutes from April 19, 2018. Motion carried 4-0.		
Advisory Committee	By Laws	<p>Updates and revisions to Public Health Advisory Committee By Laws. Calendar of topics and activities for the year will be drafted. Changes as noted.</p> <p>Article I – Mission Statement The mission of the Public Health Advisory Committee is to assess the health needs of the community, to advocate for the prevention of disease and promotion of health for all, to provide health education for staff and community and to provide recommendations and consultation to the Health & Human Services Board.</p> <p>Article II – Membership The membership of the Public Health Advisory Committee shall include consumers, providers, citizens and a Health & Human Services Board member assigned as liaison. to the committee as an ex-officio member. The committee membership maximum will be 20. There shall be no term limits for members. Only members or alternates shall vote. (this excludes the Board member liaison and staff). Applications for committee membership shall be made to the committee chair and submitted to the County Executive for approval.</p>	Ben & Trista will draft calendar for review at June's meeting.	

		<p>Article III – Officers Recommendations shall be given to the Advisory Committee for action each September. The committee shall have a chair and vice-chair. and secretary. The officers shall serve a one year term, up to a maximum of three consecutive terms. The chair vice chair, and secretary may serve a maximum of 3 consecutive terms.</p> <p>Article IV – Duties of Officers, Staff, Board Liaisons</p> <p>A. Chair</p> <ol style="list-style-type: none">1) Presides over all meetings of the committee.2) Sets agenda with assistance of staff liaison.3) Appoints sub-committees.4) Represents the committee to the Health and Human Services Board and at other meetings as requested by the advisory committee.5) Annually presents Public Health needs to the Health & Human Services Board or designates another member.6) Responsible for proper notice of meetings.7) Collaborates with the other chairs as needed.8) Assists other committee chairs in the preparation of joint meetings.9) Calls special meetings of the committee. <p>C. Secretary Recorder (non-voting member)</p> <ol style="list-style-type: none">1) Records minutes of each meeting.2) Delivers minutes to appropriate Health and Human Services staff for printing and distribution.3) In the secretary's recorder's absence, the minutes will be taken by the chair or member designated by the chair. <p>D. Staff Liaison(s)</p> <ol style="list-style-type: none">1) Assists in planning agenda.2) Reports information on departmental programs and issues.3) Obtains some speakers.4) Provides orientation to new members.5) Functions as an ex officio member (non-voting). <p>E. Health and Human Services Board Liaison</p> <ol style="list-style-type: none">1) Represents the Board to the committee.2) Provides pertinent Board information to the Committee.3) Carries Committee opinions and recommendations to the Board.4) Functions as an ex officio member (non-voting) a full voting member of the Committee.		
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	Recruitment	Ben Jones and Mary Baer have both contacted Froedtert Community Memorial representative regarding board membership. Jessica Kadow will follow up with Mary Reich from Lake Area Free Clinic.		
Committee Reports	Health & Human Services Board	No Update		
	Environmental Health Division – Sarah Ward	Currently in the process of license renewals, which run July 1 – June 30. Approximately 1800 renewals to process, each will include a division newsletter. June will be busy with inspections, all due by June 30. July focus will be temporary license events. Sanitarians have created a Bed Bugs Fact Sheet for HHS staff making home visits. Legionella training in July.	Sarah will share Environmental newsletter.	
	Aging & Disability Resource Center – Mary Smith	Next Dementia Summit will be July 13, 2018. All staff who administer functional testing have taken exam that is required every two years, awaiting results. Hoarding Committee has provided the opportunity for a great partnership with Catholic Charities. Oconomowoc is now a Dementia Friendly Community. Community initiative raises awareness, businesses are trained in serving those with Dementia and a Dementia Care Specialist from the ADRC helps facilitate community meetings.	Mary will send out survey link to the committee.	
Public Health Division Reports	Health Officer / Acting Manager – Ben Jones	CHIPP Action Teams are working towards completing action plans by July. Each of the six Heroin Task Force pillars are creating individual action plans, to then be used to create one action plan for the Opioid Action Team. Ben and Jean Schultz will be speaking to Waukesha Schools on May 11, 2018 regarding lack of youth information and data and to promote the utilization of the YRBS in Waukesha County. Waukesha's goal is to acquire aggregate data for the county, while providing each school with their own survey results. Other counties have successfully used uniformed surveys to collect this type of data. Common set of questions included relate to physical activity, sexual habits, safe environments and substance use. Districts do have the ability to determine which questions are included for their students. Survey is free when completed online. Meeting with Poison Control on May 14 for discussion about defining roles in the instance of emergency.		

		Opioid grant for Public Health in the amount of \$8000 was received for SBIRT (S creening, B rief I ntervention, R eferral, and T reatment) training, which has been an identified gap, especially for pregnant women, with Neonatal Abstinence Syndrome increasing. Funding will allow training for all Public Health Nurses and other members of the Drug Affected Infants workgroup, who also work with pregnant women. Additional funds will be put towards training and resource materials.		
	Communicable Disease – Liz Laatsch	Extensive resources and coordination went into a Measles contact investigation. Measles is a highly contagious, airborne illness. There is a 90% chance of developing the disease after exposure if not immunized. The state was notified by the state of Missouri about an infected teen that had traveled to the Lacrosse area. Hotel records indicated 5 initial contact suspects from Waukesha County, with a subsequent total of 11 based on additional contact. Three were referred to other counties based on residence, three were considered immune because of their birth year, one was able to prove immunity and four were quarantined until their immunity could be confirmed. A Public Health Nurse went to the homes of the quarantined to obtain blood draws for testing. Lab results proved three of the four were immune and they were released from quarantine. One individual's results were determined equivocal and required retesting which then returned negative – not immune. This individual remained quarantined until May 7. No illness was developed in Waukesha county from this contact case. 127 contact investigations were done throughout the state by 30 health departments.		
	Family & Community Health – Theresa Imp	Waukesha Family Practice now offering MAT4Moms program. Medicated assisted treatment for substance use during pregnancy. Referral source for those already in the ProHealth Care system or who have no PCP. Maternal & Child Health grant received for implementing Safe Sleep Program again in 2018. Two infant deaths in 2017, averaging two per year. Training was provided to 10 larger daycare facilities in 2017, educating 144 staff members. This year's focus will be on smaller centers, in home centers and employers and colleges offering child care services. Staff are provided education, view a power point, and receive graphics and a notebook with education resources. Still collaborating with Environmental Health on lead website. Parent, contractor and employer specific sections will be available with links providing lead prevention information.		
	WIC – Mary Jo Hamman	Breastfeeding Coalition has established first meeting. June 5 @ 8:30am, HHS Room 273. Invitation will be shared with Committee.	Trista will forward invitation from Theresa / Mary Jo	

Walk-In Items	Advisory Committee Needs Presentation	<p>Mary Baer reviewed HHS Board presentation of Public Health needs, including:</p> <ol style="list-style-type: none"> 1. Cost of Unfunded Mandates & Demands of Public Health Time 2. Staff Retention & Decrease in Staffing Levels 3. Resources for Data Analytic Outputs 4. No Board Liaison or Representation from HHS Board 		
Next Meeting		Thursday, June 14, 2018		
Adjournment		<p>MOTION: Jessica Kadow moved, second by Dr. Ross Clay to adjourn. Motion carried 4-0.</p> <p>9:30am</p>		

Minutes by: Trista Neary

Minutes Approved On: 6/14/18