

**BOARD OF HEALTH MEETING
DECEMBER 12, 2006
DEPARTMENTAL REPORTS**

DEPARTMENT: Public Health Administrator

REPORT FOR THE MONTH OF November, 2006

Highlights:

- There was a continuation of budget meetings. Common Council adopted the revised budget on November 21st.
- All three unions within the Health Department have accepted a new contract.
- A functional emergency response exercise involving mutual aid took place on November 30th. 11 staff of the Health Department, as well as multiple staff of the Caledonia/Mt. Pleasant, West Racine, Kenosha, and Walworth Health Departments practiced ICS response to a “potential anthrax exposure”.

Productivity Measures

Productivity Measures	Monthly	YTD
Prepare for and attend Board of Health meetings	1	10
Attend Common Council/Committee of the Whole meetings (includes budget hearings)	3	7
Attend Finance and Personnel meetings	1	19
Attend License & Welfare meetings	0	1
Attend Community Development Block Grant meetings	1	9
Attend Mayor/City Administrator meetings	1	20
Conduct Health Department Management Team meetings	0	19
Conduct Quarterly Staff Meetings	0	3
Meet with the Health Department’s communication group	0	5
Meet with Health Department’s 2008 focus group	0	4
Meet with Health Department’s grants group	0	4
Meet with professional union quarterly/union negotiation	0	8
Meet with PHN union quarterly/union negotiation	1	11
Meet with Racine County Community Health Providers (RCCHP)	1	10
Meet with Tri-County Bioterrorism Coalition (KRW)	1	13
Meet with southeast regional (WALHDAB)	0	10
Meet with family practice resident	0	4
Prepare for and attend EP/WP Board of Health meetings	1	7
Attend Tuesday Optimist’s Club meetings	0	21

CONFERENCES/TRAINING

Date	Conference/Training	Place	Purpose
11/01	Consolidated Grant meeting		Grant meeting
11/01	Common Council budget review mtg.		Budget mtg.
11/02	RCCHP meeting		Racine Co. Providers mtg.
11/16	Committee of the Whole Budget mtg.		Budget mtg.
11/20	Tri-County Consortium mtg.		Emergency response
11/21	Common Council Budget mtg.		Adopt budget
11/29	PHN Union mtg.		Union negotiations
11/30	CDC Lead mtg.		Lead reduction in Racine
11/30	Walworth County "Anthrax" functional exercise		Emergency response/mutual aid
11/30	Village of Wind Point BOH mtg.		BOH mtg.