

**BOARD OF HEALTH MEETING  
MAY 8<sup>th</sup>, 2007  
DEPARTMENTAL REPORTS**

**DEPARTMENT: Public Health Administrator**

**REPORT FOR THE MONTH OF April, 2007**

**Highlights:**

- Completed NIMS required ICS 300 training for emergency response
- Multiple staff completed de-escalation training for emergency response

**Productivity Measures**

<b>Productivity Measures</b>	<b>Monthly</b>	<b>YTD</b>
Prepare for and attend Board of Health meetings	1	4
Attend Common Council/Committee of the Whole meetings (includes budget hearings)	1	5
Attend Finance and Personnel meetings	1	6
Attend Community Development Block Grant meetings	0	2
Attend Healthcare Project Team Committee meetings	0	3
Attend Mayor's Safety Committee meetings	0	1
Attend Mayor/City Administrator meetings	1	7
Conduct Health Department Management Team meetings	1	7
Conduct Quarterly Staff Meetings	0	0
Meet with Communication Committee	1	2
Meet with Health Department's 2008 focus group	0	0
Meet with Health Department's grants group	1	1
Meet with professional union quarterly/union negotiation	0	0
Meet with PHN union quarterly/union negotiation	1	1
Meet with Racine County Community Health Providers	1	5
Meet with Safety Net Collaboration	1	3
Meet with Tri-County Bioterrorism Coalition (KRW)	1	4
Meet with southeast regional (WALHDAB)	1	3
Meet with family practice resident	1	4
Prepare for and attend EP/WP Board of Health meetings	1	2

### CONFERENCES/TRAINING

<b>Date</b>	<b>Conference/Training</b>	<b>Place</b>	<b>Purpose</b>
4/09	Administrative Manager's meeting		Administration meeting
4/09	Finance and Personnel meeting		Grants
4/10	Board of Health		Health department business
4/11	WALHDAB		SE regional meeting
4/12	Administrative Managers pandemic meeting		City pandemic response
4/12	BOH Elmwood Park		Elmwood Park Health Officer
4/13	Family Practice resident		Public Health introduction
4/13	Communication committee		Departmental communication
4/16	Tri-County Consortium meeting		Emergency response
4/17	Common Council		Introduction of new Aldermen
4/18	Management Team meeting		Departmental continuity
4/19	SC grant meeting		Tobacco, WWWP
4/26	ICS 300 training		Emergency response
4/27	ICS 300 training		Emergency response
4/30	De-escalation training		Emergency response
4/30	RCCHP		County care collaboration

## PROGRAM REPORT

**PROGRAM:** *Tobacco Control Community Coalition, Maternal and Child Health and Wisconsin Well Woman Program grants*

**REPORT FOR THE MONTH OF:** *April 2007*

**Highlights:** *None*

### PRODUCTIVITY MEASURES:

Productivity Measures	Monthly	YTD
Racine on the Lake Tobacco Free Coalition Meetings	1	4
Smoke Free Wisconsin Conference Calls	1	5
Safe Kids Coalition Meetings	1	3
Car Seat Education Sessions	1	18
Women's Cancer Control: Mammograms / Cervical Screen	16/18	68/50

**OUTCOME ACHIEVEMENTS:** *None*

### MEETINGS/TRAINING:

Date	Staff	Conf./Training Place	Purpose
4/11	SMC	Jane Cramer Foundation Meeting (Hispanic Community Event)	A meeting to organize the Hispanic Community Event which will take place in October 2007. The focus is always preventing Women's cancers.
4/12	SMC	Meeting with an American Cancer Society representative	A meeting to plan an opportunity for Racine area residents to learn about the current local, state and nationwide tobacco control efforts.
4/16	SMC	Southeastern Wisconsin Tobacco Free Coalition Coordinators' Meeting (Wauwatosa)	A meeting to discuss and coordinate the regional and local tobacco control efforts.
4/17	SMC	Statewide Smoke Free Air Team Meeting (Madison, WI)	A meeting to discuss, promote and guide the efforts of state and local tobacco control advocates in the area of smoke free air.
4/19	SMC	Safe Kids Coalition Car Seat Check (Racine)	An event to check car seats and educate parents about the correct installation of child car seats.
4/24	SMC	Southeast Region Tobacco Control Coordinators' Collaborative Meeting	A meeting to design the display that will be used at the Wisconsin Tobacco Control Conference in May 2007.