

BOARD OF HEALTH MEETING
April 14th, 2009
ADMINISTRATIVE REPORT

DEPARTMENT: Public Health Administrator reported by Janelle Grammer and Marcia Fernholz

REPORT FOR THE MONTH OF March 2009

Productivity Measures

Productivity Measures	Monthly	YTD
Prepare for and attend Board of Health meetings	1	3
Attend Common Council/Committee of the Whole mtgs	0	0
Attend Finance and Personnel meetings	0	2
Attend Community Development Block Grant meetings	0	0
Attend Mayor/City Administrator meetings	2	3
Conduct Health Department Management Team meetings	3	9
Conduct Bi-monthly Staff Meetings	0	1
Meet with Communication Committee	0	0
Meet with Health Department's 2008 focus group	0	0
Meet with professional union quarterly/union negotiation	0	2
Meet with PHN union quarterly/union negotiation	0	2
Meet with Racine County Community Health Providers	1	2
Meet with Safety Net Collaboration	0	0
Meet with Tri-County Bioterrorism Coalition (KRW)	0	4
Meet with Southeast Regional (WALHDAB)	1	4
Meet with Key Communicator's RUSD	0	0
Meet with family practice resident	0	0
Prepare for and attend EP/WP Board of Health meetings	0	2

CONFERENCES/MEETINGS/TRAINING

Marcia Fernholz was Acting Public Health Administrator 3/2-3/6 and half days 3/9-3/20
 Janelle Grammer returned as Public Health Administrator half days 3/9-3/20 and full time from 3/23-3/31

Date	Conferences/Meetings/Training	Purpose
3/9	MTEAM	HD issues
3/10	Board of Health	Monthly BOH meeting/HD issues
3/11	Wisconsin Association of Local Health Departments and Boards (WALHDAB)	Monthly meeting SE regional Health Officers
3/12	RCCHP	Monthly meeting with Racine County Health Officers

3/13	Wingspread Conference Center – Johnson Foundation (M. Fernholz)	Meeting with community partners to continue developing a comprehensive Strategic Plan for addressing Infant Mortality and to discuss funding options
3/16	Mayoral Candidates open forum (J. Grammer and M. Fernholz)	Arranged meeting in Council Chambers to allow Mayoral candidates opportunity to ask questions of Department Heads
3/16	Board of Health – Special closed meeting	Personnel
3/17	Meet with DHS re: the Racine Health Births Healthy Families program/grant (J. Grammer and M. Fernholz)	2009 objectives/budget and discussion of 2008 grant requirements
3/20	Meeting with Scott Letteney	Personnel & HD issues
3/20	Interview with the Wisconsin Division of Criminal Investigation	Per Deputy City Attorney – cooperating in the investigation of Gary Becker
3/23	MTEAM	HD issues
3/25	Wingspread	Infant Mortality strategic planning with community
3/30	MTEAM	HD issues