

**BOARD OF HEALTH MEETING
NOVEMBER 14, 2006
DEPARTMENTAL REPORTS**

DEPARTMENT: Public Health Administrator

REPORT FOR THE MONTH OF October 2006

Highlights:

- I attended multiple meetings regarding seasonal and pandemic influenza. Immunization clinics opened for persons in the “High Risk” category.
- I was elected President of the Tri-County Consortium for 2007.
- There was a continuation of budget meetings. Mayor Becker announced the budget at the October 17th Council meeting.
- There was a additional information and review provided to auditor’s Virchow Krause. A meeting date to provide the final audit has not yet been set by the City Administrator.

Productivity Measures

Productivity Measures	Monthly	YTD
Prepare for and attend Board of Health meetings	1	10
Attend Common Council meetings (includes budget hearings)	1	4
Attend Finance and Personnel meetings	2	18
Attend License & Welfare meetings	0	1
Attend Community Development Block Grant meetings	1	9
Attend Mayor/City Administrator meetings	1	19
Conduct Health Department Management Team meetings	1	19
Conduct Quarterly Staff Meetings	1	3
Meet with the Health Department’s communication group	1	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	1	8
Meet with PHN union quarterly/union negotiation	1	10
Meet with Racine County Community Health Providers (RCCHP)	1	9
Meet with Tri-County Bioterrorism Coalition (KRW)	1	12
Meet with southeast regional (WALHDAB)	1	10
Meet with family practice resident	0	4
Prepare for and attend EP/WP Board of Health meetings	2	6
Attend Tuesday Optimist’s Club meetings	0	21

CONFERENCES/TRAINING

Date	Conference/Training	Place	Purpose
10/5	Community Development Block Grant		Committee meeting
10/6	Pandemic – 6 Predictable Issues County Mtg.		Pandemic influenza
10/9	Finance & Personnel Mtg.		grants
10/11	WALHDAB		WALHDAB
10/12	Staff Mtg..		budget
10/13	Communication Committee Mtg.		Staff information sharing
10/16	Racine County Pandemic Workgroup		Pandemic influenza
10/19	Eastern Racine County Networking Breakfast		Networking/Partnering
10/19	Cities Readiness Initiative webcast		CRI/Pandemic influenza
10/23	Tri County Consortium Mtg.		Emergency preparedness
10/23	Finance & Personnel Mtg.		grants
10/25	Management Team Mtg.		Health department functions
10/30	Severe Weather Response		Emergency response
10/31	Adm. Mngrs. Pandemic Influenza Preparedness		Pandemic influenza