

BOARD OF HEALTH MEETING
January 8th, 2008
ADMINISTRATIVE REPORT

DEPARTMENT: Public Health Administrator

REPORT FOR THE MONTH OF: December, 2007

Highlights:

- Infant mortality meetings regarding the \$250,000 stipend from the state.
- Preparing for the 2008 Community Survey.
- Mock anhydrous ammonia response with first responders (Fire Department)

Productivity Measures

Productivity Measures	Monthly	YTD
Prepare for and attend Board of Health meetings	1	11
Attend Common Council/Committee of the Whole mtgs	1	12
Attend Finance and Personnel meetings	1	17
Attend Community Development Block Grant meetings	2	11
Attend Mayor/City Administrator meetings	1	13
Conduct Health Department Management Team meetings	2	20
Conduct Bi-monthly Staff Meetings	0	3
Meet with Communication Committee	1	6
Meet with Health Department's 2008 focus group	0	3
Meet with professional union quarterly/union negotiation	0	0
Meet with PHN union quarterly/union negotiation	0	2
Meet with Racine County Community Health Providers	1	16
Meet with Safety Net Collaboration	1	9
Meet with Tri-County Bioterrorism Coalition (KRW)	0	11
Meet with southeast regional (WALHDAB)	0	9
Meet with Key Communicator's RUSD	0	2
Meet with family practice resident	0	9
Prepare for and attend EP/WP Board of Health meetings	1	5

CONFERENCES/MEETINGS/TRAINING

Date	Conferences/Meetings/Training	Purpose
12/04	Safety Net Collaboration	Community health
12/04	Common Council	City business
12/06	Mteam	Health department business
12/07	Amy Bittrich meeting (DHFS)	Community survey
12/10	Finance & Personnel	Grants
12/11	Mock emergency with first responders (Fire)	Emergency response
12/12	Blood-borne pathogens training	Emergency preparedness
12/12	Holiday greeting	Health department greeting
12/12	PAC webinar	PHIN
12/13	Coming Together Racine meeting	Racial disparity issues
12/13	Wellness seminar	Wellness
12/13	Elmwood Park BOH	Health department issues
12/14	Infant mortality committee meeting	Infant mortality
12/14	Infant mortality meeting – Georgia Cameron	Infant mortality
12/14	Communication committee update	Health department staff
12/17	National Kidney Foundation – Cindy Huber	Outreach
12/18	RCCHP	County health issues
12/19	Mteam	Health department business
12/20	Infant mortality meeting – Mayor, Ben Hughes	Infant mortality
12/20	Infant mortality position description-G Cameron	Infant mortality
12/21	Bi-monthly Health Officer's webinar	State health issues

Attachments: WWWP and Tobacco