

**Board of Health Meeting  
May 11, 2010**

**DEPARTMENT: Public Health Administration**  
**PREPARED BY: Dottie-Kay Bowersox, MSA**  
**MONTH: April, 2010**

**Highlights**

<b>Date</b>	<b>Meeting</b>	<b>Purpose</b>	<b>Outcome</b>
April 13, 2010- Ongoing	Butterfield, Rudie & Seitz	Renovation of the Garden Level of City Hall for the Health Department	<p>This month, dialogue was initiated on the renovation of the Health Department existing / new space within the Garden Level of City Hall. City Administration has contracted with Butterfield, Rudie &amp; Seitz, Inc. from Racine, Wisconsin. Potentially this will be a difficult endeavor due to space constraints but also has the possibility to provide the Health Department with an opportunity to consider current organizational structure and customer service initiatives. It is the Health Officer's hope that the final lay-out recommendations will be completed by the end of June, 2010.</p> <p>The several interactions this month have lead to a clearer understanding of expectations.</p>
April 20, 2010	Racine County Child Death Review Team (CDR)	Within a diverse team environment, review the deaths of children age one year to eighteen years in Racine County	<p>The City of Racine Health Officer attended her first CDR meeting. This is a relatively new group which discusses the circumstances revolving around the death of children from the County of Racine. Members include all County Health Officers, the County Medical Examiner, State Protective Services, City /County Law Enforcement, Children's Health Alliance of Wisconsin, and the Prosecuting Attorney's Office.</p> <p>This was a positive interaction concerning the County process.</p>
April 21, 2010	City of Racine Immunization Court	To facilitate / encourage an alternative means for non- compliant children to receive their mandated vaccinations	<p>The first Immunization Court for the year 2010 was held this month involving members of the County Prosecuting Attorney's Office, School Administration, and a City Health Department Nurse. This process provides children who are non-compliant with mandated school immunizations to present themselves and secure the appropriate vaccination(s) without legal ramifications.</p> <p>This interaction assisted in understanding the State and local expectations.</p>

Ongoing throughout the month	Board of Health (BOH) Members	Engage in dialogue about expectations, wishes, and the composition of the monthly Board of Health Reports	<p>I had the delightful opportunity to meet with several members of the Board of Health. As you have noticed, several alterations have been made to the monthly reports to try and accommodate specific requests / recommendations. Please note these reports are in transition and we need your assistance to have the reports reflect the information you would like to be provided. Please note the following modifications:</p> <ol style="list-style-type: none"> <li>1. Acronyms will be identified the first time they are utilized and every time thereafter if in a different context.</li> <li>2. The Meeting / Training / Conference Section which itemized all meetings for the month will be eliminated and meetings of significance will be expanded on and added to the highlight section. The date and purpose categories will be maintained and an outcome category added.</li> <li>3. Items listed as “Productivity Measures” are actually “Activities” and will be identified as such. Duplicated meetings will be eliminated from this section.</li> <li>4. Tobacco and Wisconsin Well Woman program reports will be incorporated into the Health Officer’s report.</li> <li>5. Reporting of monthly statistics will be maintained.</li> <li>6. Over the next several weeks Michele Breheim will be meeting with key personnel to determine reportable outcome measurements which can be tracked by the Board of Health and incorporated with our Community Health Assessment and funding plans.</li> <li>7. The Health Officer will meet with the City Finance Department to determine an appropriate means of communicating the financial status of the Health Department to the BOH.</li> </ol> <p>This process and the interactions assisted in a greater understanding for the Health Officer of the background, priorities and needs of the members.</p>
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April 28, 2010	Internal Health Department Committee	Discuss current / future needs for client data software and its management	<p>An internal team meeting was initiated to determine the need / stability / effectiveness of the Epitome software application. This application is no longer being supported and / or has the option of being altered to meet current needs. The annual license fee has been requested by the owner of the software application.</p> <p>The internal interactions were positive and current Addendum alterations are being considered by the software owner which includes a 30 day termination clause and justification of current costs.</p>
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Activities	Monthly / Quarterly	YTD
Meeting with the Health Officers of Racine County	1	2
Prepare for / Attend Quarterly Elmwood / Wind Point Board of Health Meetings	0	1

Other ?

Outcomes		
To Be Determined		

**PROGRAMS: Wisconsin Well Woman and Maternal and Child Health Grants**  
**PPREPARED BY: Sarah Clemons, Public Health Educator**

**Highlights**

<b>Date</b>	<b>Meeting</b>	<b>Purpose</b>	<b>Outcome</b>
April 6, 2010	Greater Racine Mammogram Coalition (GRMC) / Susan G Komen Grant (SGK)	To introduce the GRMC project policies and procedures to health care providers at Aurora Health Care in Racine	Introduced the new forms for the GRMC and when a clinician would be in contact with these forms. Developed the process in which women would receive a mammogram through SGK at Aurora and how to manage those patients and the subsequent billing issues.  This was a positive experience.
April 24, 2010	Bike Helmet Fitting Event-Kenosha, WI	An event sponsored by Kenosha/Racine Safe Kids Coalition to distribute bike helmets	Provided 60 children with bike helmets that fit each child properly.  This was a positive experience.
April 27 - 28, 2010	ICS-300 (Expanding Incidents)-Delafield, WI	A training sponsored by Wisconsin Emergency Management	To learn and exercise a coordinated response to an expanding incident.  This was a positive experience.
April 27, 2010	Jane Cremer Foundation Event	A presentation to promote the Wisconsin Well Woman Program (WWWP) and the Greater Racine Mammogram Coalition	Presented information on the importance of receiving regular mammograms and pap smears as recommended. Provided information regarding the WWWP and how to enroll. Two women enrolled in the Wisconsin Well Woman Program to receive their annual mammogram and Pap smear.  This was a positive experience, but it did not meet expectations.

<b>Activities</b>	<b>Monthly</b>	<b>YTD</b>
Child Passenger Safety (Referrals / Installations)	5/4	8/6
WWWP Enrollment Appointments	5	28
WWWP Enrollment (Re-enrollment / New Enrollment/WWWMA)	7/7/0	34/35/1
WWWP Screenings (Breast / Cervical) (each procedure =1)	8/9	53/46

WWWP=Wisconsin Well Woman Program

WWWMA-Wisconsin Well Woman Medicaid

<b>Outcomes</b>		
To Be Determined		

**PROGRAMS: Tobacco Control Racine County**  
**PREPARED BY: Marissa Keller, Public Health Educator**

**Highlights**

<b>Date</b>	<b>Meeting</b>	<b>Purpose</b>	<b>Outcome</b>
April 11, 2010	Mount Pleasant Lutheran Church	Recruitment of youth members for Fighting Against Corporate Tobacco (FACT) grant  WI Wins Public Outreach Activity	Introduced Fighting Against Corporate Tobacco (FACT) to members of the Mount Pleasant Lutheran Church teen youth group. Provided detailed description of objective requirements. Obtained 2 new youth members from this interaction; 2 additional youth expressed interest.  Introduced the WI Wins program to the youth group. Explained that WI Wins is a youth tobacco compliance program and is seeking youth volunteers to participate in compliance checks. Showed other tobacco product display and discussed candy flavored tobacco products with youth and adult advisors.
April 19-22, 2010	National Child Passenger Safety Training	A training sponsored by Safe Kids Worldwide to assist community members installing child restraints properly	Learned the proper techniques to install child restraints into vehicles.  Successfully completed all of the requirements for my Technician Certification. Received 94 percent on my written test score.
April 23, 2010	Kenosha-Racine-Walworth Tri-County Tobacco Free Coalition Meeting	To introduce the Kenosha-Racine-Walworth Tri-County Tobacco Free Coalition Staff to Coalition members. To discuss the new structure of the Coalition.	Discussed Smoke Free Air Law Implementation in terms of enforcement concerns, citation amounts and the Wisconsin is Better Smoke-Free campaign sponsored by the state. Discussed the formation of an Executive Committee and Sub-Committees including: Strategic Planning, Public Education, Youth, Policy and creating Coalition By-laws.
April 28, 2010	Fighting Against Corporate Tobacco (FACT) Meeting	To gather youth to begin discussion on completing FACTivisms (tobacco objectives to be completed through FACT)	Youth decided to participate in the City of Racine First Friday celebration on May 7 <sup>th</sup> with the distribution of promotional items to community members. Also, youth developed a letter to the editor which addressed smoke-free air implementation, explanation of FACT, and promotion of their first community event.



<b>Activities</b>	<b>Monthly</b>	<b>YTD</b>
Kenosha-Racine-Walworth Tri-County Tobacco Free Coalition Meetings	1	1
Fighting Against Corporate Tobacco (FACT) Youth Meetings	1	1
WI Wins Public Outreach Activities	0	1
WI Wins Media Outreach Activities	0	2
WI Wins Compliance Checks – 63 to be completed by 12/31/10	0	0

<b>Outcomes</b>		
To Be Determined		