

PLEASE TAKE NOTICE that the North Shore Health Department Board of Health will meet Thursday, January 16, 2014 at 7 PM at the North Shore Health Department **Brown Deer Office, 4800 W. Green Brook Dr.**, at which time and place the following items of business will be discussed and possibly acted upon:

1. Roll Call
2. Persons Desiring to be Heard
3. Approval of October 17, 2013 Minutes
4. Update on Brown Deer Farmers' Market
5. Discussion of Center for Disease Control Teleconference for Cryptosporidium
6. Discussion about 2014 Flu Vaccine Options
7. Freedom of Information Release for North Shore Environmental Health Consortium Inspection Reports
8. Discussion of Possible E-Cigarette Ordinance Regarding Sale to Minors and Use in Public Establishments
9. Discussion and Consideration of Modifying the North Shore Health Department Community Contribution Formula
10. Update on Community Health Improvement Plan
11. Health Officer Report
12. Scheduling of Next Meeting and Location
13. Adjournment

Dated: January 9, 2014

Gary Lewis, MD, Chairperson

By:_____
Jamie Kinzel, Secretary

PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE VILLAGE MANAGER AT LEAST ONE BUSINESS DAY PRIOR TO THE MEETING.

Minutes

North Shore Health Department Board of Health Meeting

Thursday, October 17, 2013

North Shore Health Department, 2010 E. Shorewood Blvd, Shorewood, WI

Meeting was called to order at 7:03 p.m. by Jamie Kinzel.

1. Roll Call

Present: Dr. Gary Lewis, Dr. Claudia Altmann, Melissa Ugland, Barbara Bechtel, Mary Jo Baisch, Dr. Debesh Mazumdar, Trustee Bill Warner, and Jamie Kinzel.

Staff Present: Kara Sapozhnikov and Kimberly Schneider

Absent: Thomas Noble

2. Persons Desiring to be Heard

There were no persons desiring to be heard.

3. Introduction of New Public Health Nurses, Kim Schneider and Kara Sapozhnikov

Jamie Kinzel introduced two new public health nurses, Kim Schneider and Kara Sapozhnikov, who both started in August. Both nurses gave introductions of themselves. Kim will be working full-time at our Shorewood location and Kara will be working part-time in our Brown Deer office. The Board welcomed both new nurses.

4. Approval of August 15, 2013 Minutes

Melissa Ugland moved to approve the minutes as submitted, Barb Bechtel seconded. Motion carried.

5. Discussion on Brown Deer Farmers' Market

Jamie reported that this item was tabled from our last meeting. In late August, Jamie met with the Brown Deer Farmers' Market coordinator and Brown Deer representatives, and nothing had been determined about the health department being involved in the market. The market coordinator did not want assistance from Brown Deer to try to make improvements to the market, and the health department will not get involved if there is any resistance. At this time, the Board of Health was satisfied that the health department would not be involved in coordinating the farmers' market.

6. Cryptosporidium Update and Discussion

Jamie reported that as of this week, there were a total of 20 confirmed cases of Cryptosporidium. Over the last few weeks, staff has worked extremely hard. The media was very persistent, and Jamie did interviews with all local news stations, held a press conference, talked to the Milwaukee Journal Sentinel and the North Shore Now numerous times, Patch, and was interviewed on 620 AM and Milwaukee Public radio. The department held many educational sessions and attended staff meetings at area daycares and pools to remind workers about personal hygiene, when to exclude ill workers and individuals, and how to properly sanitize surfaces. In addition, Jamie wrote an email to a Cryptosporidium expert at the Center for Disease Control for assistance, but they were closed for the government shutdown.

The Board thanked the health department for all of their hard work on the Crypto cases. Dr. Altmann and other Board members offered to contact the CDC as well, and be a part of a teleconference. The Board discussed the possibility of passing

stricter ordinances to prohibit swimming while ill with a waterborne illness. They directed Jamie to contact the CDC again and ask for best practices when handling Crypto cases and for them to provide examples of such ordinances.

7. Approval of 2014 North Shore Health Department Budget

Jamie presented the 2014 North Shore Health Department budget and explained both the operational budget as well as the grant budget. The managers agreed to keep community contributions at the same amounts, and not use the formula that fluctuates costs based on usage; the agreed upon formula has not been used since the consolidation. Jamie was asked by Michael Hall, Brown Deer Village Manager, to consider other formula options, and she will start that process in January. The department has kept all costs down in order to have the same community allocations for the last three years. The first Brown Deer budget hearing will be on October 22, at 5:30 PM.

8. Update on Community Health Improvement Plan

Jamie stated that the health department held three public listening sessions in September to hear from the public as to what they viewed priority health needs to be in the North Shore communities. Jamie thanked the Board members who attended and Melissa Uglund for facilitating our session at the North Shore Library. There is still an online survey available for the public to do until November 12. The department hopes to have the written plan completed this spring.

9. Health Officer Report

Jamie made the following report:

- The health department provided assistance to Shorewood during a power outage while there as a heat advisory. Staff worked until midnight with the American Red Cross to shelter residents at the Shorewood High School. Jamie passed around a thank-you note from the American Red Cross.
- The department developed handouts for the Affordable Care Act and have been in contact with the Fox Point Police Department and the public libraries to possibly hold informational meetings at those locations. The North Shore Health Department is not a certified navigator to help people enroll, and these sessions will be only to provide education.
- An emergency preparedness exercise was held at University School in River Hills for providing flu shots. Staff gave 105 flu shots.
- Upcoming flu clinics will be this Saturday, October 19, in Shorewood, from 9-11 AM, and in Brown Deer on Saturday, October 26, from 9-11AM. Flu shots will also be given during any of our regular clinics and by appointment.

10. Scheduling of Next Meeting and Location

The next Board of Health meeting will take place on January 16, 2014, at 7:00 p.m., at the Brown Deer Village Hall, 4800 W. Green Brook Dr.

11. Adjournment

At 8:47 p.m., Bill Warner moved to adjourn, Mary Jo Baisch seconded. Motion carried.

Respectfully submitted,

Jamie Kinzel, Secretary

North Shore Health Department Community Contribution Formulas

History: The North Shore Health Department was created with all 7 communities in 2012. A formula was created to share costs. The formula is based on usage and population. Due to the lack of history in usage a static percentage was devised for all 7 communities. The history of how these percentages were developed is not known. The percentages of annual contributions were as follows:

- Bayside – 5.86%
- Brown Deer – 28.14%
- Fox Point – 6.08%
- Glendale – 14.42%
- River Hills – 2.06%
- Shorewood – 28.69%
- Whitefish Bay – 14.75%

Following the first year Jamie calculated the contributions based on the formula. The changes in usage created significant changes in contribution so the original percentages were applied in 2013 as well as 2014. Here is a graph showing the actual contribution and the contribution if the formula were applied.

Community	2012 Actual Contribution (Paid Amount)	2013 Actual Contribution (Paid Amount)	2013 Amount Using Current Formula (Not Used)	2014 Actual Contribution (Paid Amount)	2014 Amount Using Current Formula (Not Used)
Bayside	\$26,243 (5.86% of budget)	\$26,243 (5.86% of budget)	\$25,796 (5.76% of budget)	\$26,243 (5.86% of budget)	\$23,239 (5.19% of budget)
Brown Deer	\$125,932 (28.14% of budget)	\$125,932 (28.14% of budget)	\$136,463 (30.49% of budget)	\$125,932 (28.14% of budget)	\$106,871 (23.88% of budget)
Fox Point	\$27,200 (6.08% of budget)	\$27,200 (6.08% of budget)	\$34,750 (7.76% of budget)	\$27,200 (6.08% of budget)	\$38,860 (8.68% of budget)
Glendale	\$64,528 (14.42% of budget)	\$64,528 (14.42% of budget)	\$42,094 (9.40% of budget)	\$64,528 (14.42% of budget)	\$80,095 (17.89% of budget)
River Hills	\$9,238 (2.06% of budget)	\$9,238 (2.06% of budget)	\$9,319 (2.08% of budget)	\$9,238 (2.06% of budget)	\$6,019 (1.34% of budget)
Shorewood	\$128,405 (28.69% of budget)	\$128,405 (28.69% of budget)	\$131,712 (29.43% of budget)	\$128,405 (28.69% of budget)	\$123,842 (27.67% of budget)
Whitefish Bay	\$66,040 (14.75% of budget)	\$66,040 (14.75% of budget)	\$67,452 (15.07% of budget)	\$66,040 (14.75% of budget)	\$68,660 (15.34% of budget)
TOTAL	\$447,586	\$447,586	\$447,586	\$447,586	\$447,586

Options available:

1. Keep the static percentages and make them permanent
2. Keep the current formula and apply it for 2015.
3. Keep the current formula and use the last three years usage as an average.
4. Base percentages on population only
5. Divide costs evenly between all communities.
6. Other.

Option 4 numbers:

Community	Population (Based on 2010 Census)	% of Budget	Amount
Bayside	4,300	6.64%	\$29,728.06
Brown Deer	11,999	18.53%	\$82,955.10
Fox Point	6,701	10.35%	\$46,327.37
Glendale	12,872	19.88%	\$88,990.59
River Hills	1,597	2.47%	\$11,040.86
Shorewood	13,162	20.33%	\$90,995.51
Whitefish Bay	14,110	21.79%	\$97,549.51
TOTAL	64,741	~100%	\$447,587.00

Option 5 numbers:

Community	Amount Owed (using 2014 Budget - \$447,586)
Bayside	\$63,941
Brown Deer	\$63,941
Fox Point	\$63,941
Glendale	\$63,941
River Hills	\$63,941
Shorewood	\$63,941
Whitefish Bay	\$63,941
TOTAL	\$447,587