



MANITOWOC COUNTY BOARD OF HEALTH

DATE: January 12, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Nurse Manager Report
 - a. Communicable Disease-2016 preliminary totals and unusual reports
3. Environmental Health Manager Report
 - a. Regulation of Lodging establishments
4. Health Officer Report
 - a. Healthiest Manitowoc County Update
5. WIC Caseload Report
6. Next Meeting Date and Adjournment
 - a. February 9, 2017

Date: January 5, 2017

[By: Amy Wergin, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Board of Health
Minutes
January 12, 2017

Attending: Rita Metzger, Randy Vogel, Dave Dyzak, Shirley Fessler, Todd Nelson, Dave Nickels, Michele Frozena. Excused: Mary Jo Capodice. Also attending: Amy Wergin, Mary Halada, Jessica Wanserski

The meeting was called to order by chair at 5pm. The minutes of the previous meeting were approved on a motion made by Todd Nelson, seconded by Shirley Fessler.

Public Comment: Dean Anhalt town of Mishicot addressed the board regarding a potential wind farm in the town. He informed the board of the county board resolution regarding the study of low frequency sound's effect on human health. The summary of the study was shared with the board. The township is worried about the health of their citizen's. He visited one of the homes; the homeowner would not meet him at the site. He experienced symptoms and heard the wind turbines while sitting in the home. Asking for support in the future and keep an open mind about health effects and wind turbines. Lee Stefaniak, town of Mishicot, shared his letter that was sent to residents. He shared the information he received from someone who lived in the vicinity of the wind turbines. Shared report on wind turbine noise with the board. Acceptable levels of low frequency noise have not been established. He requested that the Board of Health support a study.

Nurse Manager Report: Preliminary CD numbers; most common reported are Chlamydia and Gonorrhea, there were 45 cases of Gonorrhea. The Hepatitis C preliminary total is 57 cases. A few influenza hospitalizations this season, most are H3N2 that effects the elderly. We had 12 people with Zika tests, no confirmed cases. 2 Legionella cases in December. We are working on a cluster of Human Hanta Virus, 2 cases, viral infection related to rats. We are investigating in coordination with CDC and DHS.

EH Manager: Lodging trends. Licenses for Hotels and motels have been stable. The largest change has been in Tourist Rooming Houses, which rent 1-4 rooms, no owner on site. The change between 2003 and 2016 is 700%, from 4 licensed to 28. Most are near the lake and in the city of Two Rivers. TRHs require a conditional use permit, we notify the zoning jurisdiction. Bed and Breakfast establishments are rooms in houses that are owner occupied. We increased from 2 licenses to 8 licenses.

Health officer: Healthiest Manitowoc County will be reviewing the data related to our health priorities on February 17. An invitation was distributed to the Board.

WIC Caseload: Final count for November was 1070 participants and 631 families (November initial was 1038 participants and 611 families). The Initial count for December was 1019 for participants and 596 families. Contracted caseload is 1123 participants.

The next meeting will be February 9, 2017. The meeting was adjourned at 5:30 pm on a motion by Randy Vogel, seconded by Shannon Wanek.

Respectfully submitted,
Shirley Fessler, Secretary
(minutes compiled by A Wergin)



MANITOWOC COUNTY BOARD OF HEALTH

DATE: February 9, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

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1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Cath Tease, ReThink: The Changing Face of Tobacco
3. Nurse Manager Report
 - a. Patricia Sampe: Winter Market
4. Environmental Health Manager Report
5. Health Officer Report
 - a. Communicable Disease Outbreaks Update
6. WIC Caseload Report
7. Next Meeting Date and Adjournment
 - a. February 9, 2017

Date: February 1, 2017

[By: Amy Wergin, Health Officer]

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Board of Health
Minutes
February 9, 2017

Attending: Rita Metzger, Dave Dyzak, Shirley Fessler, Todd Nelson, Dave Nickels, Michele Frozena, Shannon Wanek and Mary Jo Capodice. Excused: Randy Vogel. Also attending: Amy Wergin, Mary Halada, Patricia Sampe and Cath Tease.

The meeting was called to order by chair at 5pm. The minutes of the previous meeting were approved on a motion made by Dave Dyzak, seconded by Shirley Fessler.

Cath Tease, re:Think Coalition Coordinator, provided an update on Tobacco Control Activities in Manitowoc County. The priorities for 2017 include smoke free housing regulations in HUD housing complexes, youth access to tobacco (Manitowoc County sales to minors increased in 2016 to over 16% from under 8% in 2015 and just over 4% in 2014), e-cigarette use by youth, and tobacco addiction disparities (low income individuals or those with less than a high school education are more than twice as likely to be addicted to tobacco).

Pat Sampe provided information on Manitowoc County's first winter market that was held at Cross Fit Manitowoc. There were 20 vendors. The market was open every other Saturday starting November 12 through January 28. The goal was to have \$20,000 in sales, the actual total sales was \$18,128. The group plans on having the market again next year, hopefully staying open until the end of February or March. Available food included locally sourced items including meat, fish, eggs, greens, root vegetables, fruit, syrup and honey.

Amy Wergin reported on several ongoing communicable disease investigations. There were two respiratory outbreaks at long term care facilities caused by Influenza and RSV. We have had 6 reported suspect TB cases since 1/1/2017, all proved to be something other than TB. Manitowoc County is part of a 5-county cluster of Salmonella Brandenburg that may be connected to a common food service worker. There is a multistate investigation of Seoul Hanta Virus that is spread by Norway rats. The virus causes hemorrhagic fever. The virus is spread from rat to rat and from rat to humans. Manitowoc County was the location of the first identified human case; we have two confirmed cases and two suspect cases. The outbreak currently involves 13 states. There are 6 Ratteries that are considered to be infected. The Manitowoc County Rattery was depopulated and 51% of the rats were positive for the Seoul Virus. This was a very time intensive investigation. One public health nurse spent all of her time in January working on the investigation. Others were pulled in to assist as needed. We will be identifying costs of the investigation and sharing them with the board in the future.

WIC Caseload report: WIC final caseload for December 2016 was 1,043 participants and 613 families. The initial January report is 1,057 participants and 613 families. Contracted caseload is 1,123 participants.

The next meeting will be February 9, 2017. The meeting was adjourned at 5:30 pm on a motion by Shirley Fessler, seconded by Dave Dyzak.

Respectfully submitted,
Shirley Fessler, Secretary
(minutes compiled by A Wergin)



MANITOWOC COUNTY BOARD OF HEALTH

DATE: March 9, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

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1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Nurse Manager Report
 - a. Influenza
3. Environmental Health Manager Report
4. Health Officer Report
 - a. 2016 Annual Report
 - b. Report on Healthiest Manitowoc County Collective Impact Community Meeting
5. WIC Caseload Report
6. Next Meeting Date and Adjournment
 - a. April 13, 2017

Date: March 1, 2017

[By: Amy Wergin, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Board of Health
Minutes
March 9, 2017

Attending: Rita Metzger, Dave Dyzak, Shirley Fessler, Randy Vogel , Dave Nickels, Michele Frozena, Shannon Wanek and Mary Jo Capodice. Excused: Todd Nelson. Also attending: Amy Wergin, Mary Halada, and Jessica Wanserski.

The meeting was called to order by the chair at 5pm. The minutes of the previous meeting were approved on a motion made by Michele Frozena, seconded by Shannon Wanek.

Mary Halada provided the Board with a report on Influenza Hospitalizations for 2017. Year to date there have been 33 hospitalizations compared with 11 during the same period in 2016. The causative influenza viruses were: 25 untyped A, 4 H3 and 4B. There have been no Influenza pediatric deaths in Manitowoc County. There have been 2 long term care influenza outbreaks.

Amy Wergin reviewed the annual report and responded to member questions.

Amy Wergin and Shirley Fessler reported on the Healthiest Manitowoc County Collective Impact meeting. There were 63 community members in attendance and they group decided the focus of HMC will be reducing premature death.

WIC Final caseload for January was 1084 participants and 626 families. Initial caseload for February was 1065 participants and 607 families.

The next meeting will be April 13, 2017. The meeting was adjourned at 5:45 pm on a motion by Shirley Fessler, seconded by Dave Dyzak.

Respectfully submitted,
Shirley Fessler, Secretary
(minutes compiled by A Wergin)



MANITOWOC COUNTY BOARD OF HEALTH

DATE: April 13, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

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2. Nurse Manager Report
 - a. Quarterly Communicable Disease Update
3. Environmental Health Manager Report
4. Health Officer Report
 - a. County Health Rankings
5. WIC Caseload Report
6. Next Meeting Date and Adjournment
 - a. April 13, 2017

Date: April 5, 2017

[By: Amy Wergin, Health Officer]

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Board of Health
Minutes
April 13, 2017

Attending: Rita Metzger, Dave Dyzak, Shirley Fessler, Randy Vogel, Michele Frozena, Shannon Wanek and Mary Jo Capodice. Excused: Todd Nelson and Dave Nickels. Also attending: Amy Wergin.

The meeting was called to order by the chair at 5pm. The minutes of the previous meeting were approved on a motion made by Dave Dyzak, seconded by Shirley Fessler.

Amy Wergin provided information on the first quarter communicable diseases reported. The largest increase year to year was Influenza Associated Hospitalization from 17 to 55, more than tripling. In addition, the number of cases of Chlamydia increased from 51 to 72 and Hepatitis C increased from 14 to 19. Wergin also provided an update on the Hanta Virus investigation. There have been no additional human cases in Manitowoc County and we have not identified any additional batteries connected to the outbreak in Manitowoc County.

Wergin provided the Board with information on the 2017 County Health Rankings. Manitowoc County was ranked 51st for Health Outcomes and 36th for Health Factors. The lower ranking in Health Outcomes is due to increased Premature Death in Manitowoc County compared to all other counties in Wisconsin. While the ranking for Health Factors declined, the measures for Manitowoc County changed very little leading to the conclusion that others changed more than Manitowoc County. Using the rankings alone to determine improvement is difficult, because if everyone improves the same the rankings don't change, even if your community is healthier. It is most important to compare the information used to create the rankings.

WIC initial caseload for March is 1068 participants and 616 families. February final was 1083 participants and 622 families. Contracted is 1123.

The next meeting will be June 8, 2017 unless there is business that must be addressed in May. The meeting was adjourned at 5:45 pm on a motion by Randy Vogel, seconded by Dave Dyzak.

Respectfully submitted,
Shirley Fessler, Secretary
(minutes compiled by A Wergin)



MANITOWOC COUNTY BOARD OF HEALTH

DATE: June 8, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Nurse Manager Report
 - a. Middle School YRBS results
3. Environmental Health Manager Report
 - a. Fox Hills Pool Update
4. Health Officer Report
 - a. Approval of Additional Fee Schedule for 2017
 - b. Update on Health Department retirements and replacements
 - c. Human Health Hazards
 - d. Legislative Activity regarding LHD Communicable Disease Funding
5. WIC Caseload Report
6. Next Meeting Date and Adjournment
 - a. July 13 or August 10

Date: June 1, 2017

[By: Amy Wergin, Health Officer]

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Board of Health
Minutes
June 8, 2017

Attending: Rita Metzger, Dave Dyzak, Dave Nickels Michele Frozena, Shannon Wanek and Todd Nelson.
Excused: Mary Jo Capodice, Shirley Fessler, and Randy Vogel. Also attending: Amy Wergin, Mary Halada and Sarah Chase.

The meeting was called to order by the chair at 5pm. The minutes of the previous meeting were approved on a motion made by Dave Dyzak, seconded by Shannon Wanek.

Mary Halada provided information to the Board regarding the middle school YRBS and answered questions from the Board.

Sarah Chase provided the Board with an update on the status of the Fox Hills Pool deck. The Department of Safety and Professional Services has approved the correction to the pool deck and Fox Hills is now eligible for an unconditional license. The solution to the problem was for Fox Hills to bring all the deck drains to the surface of the deck, replace the safety messages at the edge of the pool and make the new surface impermeable to water by adding multiple layers of the product adhesive. We will need to test the surface annually to assure that it does not break down.

Health Officer Report: A Wergin provided information on the Additional Fee Schedule, which requires approval from the Board of Health when changes are required due to cost increases. A motion was made by Michele Frozena, seconded by Shannon Wanek to approve the Additional Fee Schedule for 2017(see Attached), effective July 1. Motion carried.

Wergin provided information on the three retirements that have occurred in 2017 and the status of replacing the positions. The new Administrative Assistant is Gabriella Najara, start date of May 15. The Health Educator, Emma Kane, will start July 10 and we are in the process of recruiting for a public health nurse.

Wergin provided the Board with information on a human health hazard intervention being completed in the Town of Gibson in cooperation with the Town.

Paul Tittl introduced legislation to provide state funding for local health department communicable disease control as a result of the board resolution. As of now, the Joint Finance Committee included \$500,000 annually for this purpose.

WIC caseload: Final caseload for April was 1067 participants, 623 families. The initial caseload for May was 1059 participants, 610 families. Contracted caseload is 1123 participants. Farmer's Market started June 1. Each WIC family receives \$24.00 in paper voucher's to use at local farm's and farmer's markets. There are only a small number of families that due not receive farmer's market vouchers when the only participant is an infant who is 6 months to younger than 9 months of age.

The next meeting will be August 10, 2017. The meeting was adjourned at 5:40 pm on a motion by Michele Frozena, seconded by Shannon Wanek.

Respectfully submitted,
Shirley Fessler, Secretary
(minutes compiled by A Wergin)



Manitowoc County Health Department

*Mission: To Protect and Promote the Health of Manitowoc
County in Partnership with our Community*

Amy Wergin, Health Officer

Environmental Health • Public Health Nursing • W.I.C. Program

Manitowoc County Health Department • 1028 S 9th St • Manitowoc WI 54220

Phone: 920.683.4155 • Fax: 920.683.4156 • TTY: 920.683.5168

Email: healthdepartment@co.manitowoc.wi.us

2017 Health Department Additional Fee Schedule

Injection (not vaccine)	\$ 5.00
Interpretation (Hmong)	\$ 37.00/hour
PNCC Assessment	\$ 82.00
PNCC Care Plan	\$ 82.00
PNCC Education	\$ 82.00
PNCC Home Visit	\$164.00
PNCC Ongoing	\$ 20.00/15 min increment
TB Skin Test	\$ 20.00
Hepa-vac Bags*	\$ 3.00
Radon Test Kit Long Term*	\$17.00
Radon Test Kit Long Term Mailing Fee	\$ 2.50
Radon Test Kit Short Term*	\$ 6.00
Radon Test Kit Short Term Mailing Fee	\$ 2.50
Reflective Vest*	\$ 5.00
Dishwasher Temperature Labels*	\$16.00
Test Strips: Iodine or pH*	\$ 5.00
Test Strips: Quat*	\$ 6.00
Test Strips: Chlorine*	\$ 4.00

* Fee includes 5% Wisconsin Sales Tax



MANITOWOC COUNTY BOARD OF HEALTH

DATE: August 10, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Health Officer Report
 - a. 2017 Budget Process
3. Nurse Manager Report
 - a. 2nd Quarter Communicable Disease Report
4. Environmental Health Manager Report
 - a. 2018 Fee Schedule discussion: revisions and potential fee increases
5. WIC Caseload Report
6. Next Meeting Date and Adjournment
 - a. September 14

Date: August 3, 2017

[By: Amy Wergin, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Board of Health
Minutes
August 10, 2017

Attending: Rita Metzger, Dave Dyzak, Dave Nickels, Shannon Wanek, Mary Jo Capodice, Shirley Fessler, Randy Vogel and Todd Nelson. Excused: Michele Frozena. Also attending: Amy Wergin, Mary Halada and Jessica Wanserski.

The meeting was called to order by the chair at 5pm. The minutes of the previous meeting were approved on a motion made by Randy Vogel, seconded by Dave Dyzak.

Health Officer Report: Amy Wergin provided the board with an update on the 2017 Health Department budget. We are currently working on personnel costs, the estimated increase will be about 2%. We will need to purchase a system to document PHN activities and have decided to use the same system as DHS, as it meets our needs and it is the most cost effective choice.

Nurse Manager Report: Mary Halada provided information to the Board regarding reported Communicable diseases for the 1st and 2nd quarters of 2017.

Environmental Manager Report: Jessica Wanserski discussed needed changes to the EH fee schedule. Manitowoc County currently has 3 different temporary restaurant licenses based on the number of days of service. To match the state contract we should have only one annual license. Additionally, if a temporary restaurant provides services in more than one jurisdiction, the state will license them and we can charge an inspection fee. The Board discussed how to set the fee and it was determined that we use the method based on our cost to provide the service. The changes will occur with the 2018 Budget.

Amy Wergin provided the board with information regarding our current non-profit food stand program and the state's opinion that it is in conflict with our agent contract. The consensus of the board was that the program did protect the public, but it probably isn't worth contesting the state's stance. An ordinance change will be drafted for the next BOH meeting. The Board also requested that staff identify a means to maintain the educational programming for non-profit food servers.

WIC caseload: Final caseload for June was 1075 participants, 633 families. The initial caseload for July was 1061 participants, 637 families. Contracted caseload is 1123 participants. Farmer's Market started June 1. Each WIC family receives \$24.00 in paper vouchers to use at local farm's and farmer's markets.

The next meeting will be September 14, 2017. The meeting was adjourned at 5:45 pm on a motion by Shirley Fessler, seconded by Todd Nelson.

Respectfully submitted,
Shirley Fessler, Secretary
(Minutes compiled by A Wergin)



MANITOWOC COUNTY BOARD OF HEALTH

DATE: September 14, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

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1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Guest Presentation: Youth Tobacco Sales; Cath Tease, Coalition Coordinator
re:TH!NK, the Lakeshore Tobacco Prevention Network
3. Health Officer Report
 - a. Ordinance Amending Manitowoc County Code § 7.26 (Non-Profit Food Stands)
 - b. 2018 Budget Update
4. Nurse Manager Report
5. Environmental Health Manager Report
 - a. 2018-19 Fee Schedule
6. WIC Caseload Report
7. Next Meeting Date and Adjournment
 - a. October 12

Date: September 6, 2017

[By: Amy Wergin, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Board of Health Minutes
September 14, 2017

Attendance: Rita Metzger, Dave Dyzak, Michele Frozena, Mary Jo Capodice, Shirley Fessler, Randy Vogel and Todd Nelson. Excused: Dave Nickels and Shannon Wanek. Also attending: Amy Wergin, Mary Halada and Jessica Wanserski.

The meeting was called to order by Supervisor Metzger at 5p.m. There was not public comment.

Cath Tease, Coalition Coordinator for re:Think Lakeshore Tobacco Prevention Network, presented information of tobacco product point of sale advertising and effect on tobacco addiction in youth.

Amy Wergin presented the ordinance amending Manitowoc County Code 7.26 (non-profit food stands) requested by the board at the last meeting. A motion to approve was made by Dave Dyzak, seconded by Michele Frozena. Motion carried.

Amy Wergin provided an update on the 2018 Budget. Levy request would be level except for planning for retirement payout and capital expenditure for electronic medical record.

Jessica Wanserski presented the 2018-19 Fee Schedule. There is no across the board increase. Changes are due to consolidating the Temporary Restaurant categories, eliminating fees we no longer use and correcting a water sampling charge. The new schedule will be presented with the budget. A motion was made by Shirley Fessler, seconded by Todd Nelson to approve the 2018-19 Fee Schedule. Motion carried.

WIC final caseload for July was 1074 participants, 646 families. August initial is 1064 participants, 632 families.

The next meeting will be October 12. A motion to adjourn the meeting at 5:35pm was made by Randy Vogel, seconded by Dave Dyzak. Motion carried.

Respectfully submitted,
Shirley Fessler
Secretary
Minutes compiled by A. Wergin



MANITOWOC COUNTY BOARD OF HEALTH

DATE: October 12, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
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1028 S. 9th Street
Manitowoc, Wisconsin

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2. Health Officer Report
 - a. Healthiest Manitowoc County Update
 - b. Point Beach Exercise report
3. Nurse Manager Report
 - a. 3rd Quarter Communicable Disease reports
4. Environmental Health Manager Report
5. WIC Caseload Report
6. Next Meeting Date and Adjournment
 - a. November 9

Date: October 4, 2017

[By: Amy Wergin, Health Officer]

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Board of Health Minutes
October 12, 2017

Attendance: Rita Metzger, Dave Dyzak, Michele Frozena, Mary Jo Capodice, Shirley Fessler, Shannon Wanek and Todd Nelson. Excused: Dave Nickels and Randy Vogel. Also attending: Amy Wergin, Mary Halada and Jessica Wanserski.

The meeting was called to order by Supervisor Metzger at 5p.m. There was no public comment. The minutes of the September 14th Board of Health meeting were approved on a motion made by Shirley Fessler, seconded by Todd Nelson.

Health Officer Report: The department has two vacant positions due to resignations, Health Educator and Public Health Nurse. We will be interviewing candidates for the Health Educator position from the original applicant pool and re-advertising for the Public Health Nurse.

Healthiest Manitowoc County update: Amy provided information on the current process of Healthiest Manitowoc County's priorities of Achieve Healthy 25 and Achieve Healthy 75. The purpose is to create a healthier future by targeting children, youth and families in Achieve Healthy 25, reducing Adverse Childhood Experiences. We also hope to improve the health of adults and reduce premature death in Achieve Healthy 75, creating community changes that make the healthy choice the easy choice.

Amy reported that the Point Beach Nuclear Power Plant exercise was completed in September, in addition to testing the immediate ability to protect public health and safety during the release, we also participated in a table top exercise to assess our ability to protect public health and safety during the recovery phase of an event at the power plant. The second day occurs every 8 years, so there will be a need to assure response in the future due to retirements.

Mary Halada provided information on 3rd Quarter communicable disease reports. The greatest change was a reduction in the reported cases of chlamydia. We will be doing research to assure the cause is not related to under-reporting because of changes with local providers. The other issue is an increase in enteric illness, specifically Giardia. This is probably a seasonal variation. We did have one report of "unusual illness" reported by a local provider who treated a traveler for a tropical skin parasite.

Jessica Wanserski provided the board with an update and answered questions regarding the change in licensing of home bakeries. A circuit court judge in southwestern Wisconsin has declared that a license is not required to sell home-baked goods as long as the baker meets the four criteria:

1. The baked goods must be sold directly to consumers
2. Baked goods are sold in low volumes (less than \$5000/yr; same as the Pickle Bill limit for home canned, high acid foods)
3. Products are shelf stable and non-potentially hazardous
4. Products are made in a hygienic home kitchen.

WIC final caseload for August was 1069 participants, 636 families. September initial is 1029 participants, 619 families.

The next meeting will be November 9, agenda items to include the end of year Budget Adjustment resolution and an update on Lead in Water in Manitowoc and Two Rivers. A motion to adjourn the meeting at 5:35pm was made by Michele Frozena, seconded by Dave Dyzak. Motion carried.

Respectfully submitted,

Shirley Fessler

Secretary

Minutes compiled by A. Wergin



MANITOWOC COUNTY BOARD OF HEALTH

DATE: November 9, 2017
TIME: 5:00 p.m.
PLACE: Public Health Building
Room 207
1028 S. 9th Street
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Health Officer Report
 - a. Lead in Water: Manitowoc and Two Rivers
 - b. State Administrative Rules changes and impact on Manitowoc County: DHS 140, DHS 145, ATP 74, ATP 75
 - c. 2017 Health Department Budget Adjustment Resolution
3. Nurse Manager Report
4. Environmental Health Manager Report
5. WIC Caseload Report
6. Next Meeting Date and Adjournment
 - a. January 11

Date: October 30, 2017

[By: Amy Wergin, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

A majority of the members of the County Board of Supervisors, or of any of its committees, may be present at the meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Board of Health Minutes
November 9, 2017

Attendance: Rita Metzger, Michele Frozena, Shannon Wanek Dave Nickels and Randy Vogel. Excused: Mary Jo Capodice, Shirley Fessler, Dave Dyzak, and Todd Nelson. Also attending: Amy Wergin, Mary Halada and Jessica Wanserski.

The meeting was called to order by Supervisor Metzger at 5p.m. There was no public comment. The minutes of the September 14th Board of Health meeting were approved on a motion made by Dave Nickels, seconded by Shannon Wanek.

Health Officer Report:

Lead in Water: Manitowoc and Two Rivers: Amy Wergin provided the board with information on Lead in Water for both the Manitowoc and Two Rivers Municipal Water Systems. There has been a change in how the sampling sites are chosen. Both communities exceeded the 90th percentile. They are required to do public notification and the Health Department assisted the utilities with developing the brochure for public distribution. The water does not contain lead unless it comes into contact with lead in the distribution system. Houses built before 1950 may have lead supply pipes connected to the main. Other sources of lead in water are solder and brass fixtures.

State Administrative Rule changes: 4 administrative rules that impact local health departments are undergoing updates. Impacts on the department include: *DHS140: Required Services of Local Health Departments:* The state is proposing sweeping changes to DHS 140, which define the required services of a local health department that are enforced by DHS. This will definitely have an impact on the work we do and how we do it. Parts of the changes are pushing local departments toward Public Health Accreditation, which can be time consuming and documentation heavy. The rule changes include new minimum services and changes in definition for both Level 2 and 3 Local Health Departments. *DHS145 Control of Communicable Diseases:* This administrative rule defines which diseases are reportable and the timeline for reporting (immediately or within 72 hours). The rule change adds 4 immediately reportable and 10 reportable within 72 hours. *ATCP74 Local Agents and Regulation:* This rule regulates DATCP agents for food and recreation licensing. The most impactful change in this rule is the requirement that inspection staff must be eligible to be a Registered Sanitarian and become registered within 5 years of hire. Any current staff is grandfathered, but when our EH Technician leaves, the replacement will need to be an RS. *ATCP75 Retail Food (including the Wisconsin Food Code):* The purpose of the revision is to complete the combination of the DHS and DATCP rules post-merger and clarifying rules due to changes in the business models of food sales in Wisconsin. The changes will require our employees to learn and understand the changes. We will probably also need to do some outreach to licensees regarding the code changes.

2017 Health Department Budget Adjustment Resolution: This is an annual resolution to adjust the budget based on grant contract changes unknown at the time of budget adoption. A motion was made

by Dave Nickels, seconded by Shannon Wanek to approve the 2017 Health Department Budget Adjustment Resolution. Motion carried.

Nurse Manager Report: We hired Alicia Lang to fill the Health Educator position. She will begin employment on November 27. We are interviewing PHN Candidates next week.

EH Manager Report: DATCP retracted their guidance on home bakeries, we are to follow the judges orders.

WIC Caseload Report: Final caseload for September was 1050 participants and 635 families. October initial caseload is 1046 participants and 622 families.

The next meeting will be January 11, 2018. A motion to adjourn the meeting at 5:40pm was made by Dave Nickels, seconded by Shannon Wanek. Motion carried.

Respectfully submitted,
Shirley Fessler
Secretary
Minutes compiled by A. Wergin