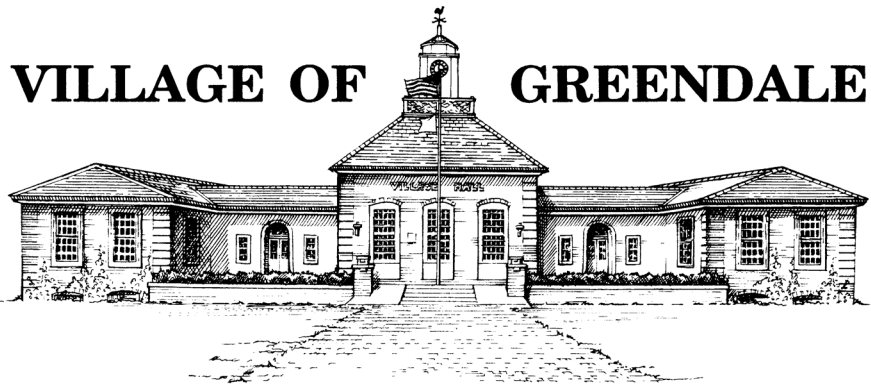




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**HEALTH DEPARTMENT
5650 PARKING STREET
GREENDALE, WI 53129
414-423-2110
FAX: 414-858-9111**

BOARD OF HEALTH MEETING MINUTES

DATE: May 17, 2022

TIME: 3:30 P.M.

PLACE: Greendale Public Library Community Meeting Room

- 1. Roll Call:** 3:30 PM: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green
Excused: J. Runnells
Also Present: Shawne Johnson, Public Health Manager (Note taker)
- 2. Introduction Of Guests:** None
- 3. Approval of Minutes:** R. Barbian motioned to approve the April 19, 2022 draft minutes, seconded by T. Slota.
Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green
Nays: None
Motion to approve: Carried
- 4. Citizen Comments:** Elaine Unger, 4815 Sutton Lane, shared that she had heard requests from some other residents that the current BOH meeting time made it difficult for them to attend meetings due to their work schedule. She asked if it would be possible to change the meeting time to begin at 5:30 pm or later.
- 5. New Business**
 - a. Discussion about qualities a good BOH member should have:**
 - i. Discussion included the following ideal qualities: open minded, willing to listen, able to collaborate, not coming with pre-determined ideas, has available time and commitment to attend BOH meetings, diversity of member ages and backgrounds (not all from the health field) might be helpful in bringing different perspectives
 - ii. Strive to have representation from 12 sectors, which is something GHD is required to have with the Drug Free Community grant
 - iii. Possibility of inviting non-voting student members as a way to engage high school youth in public health. The Greendale School District has a junior and senior as non-voting members of that board.
 - iv. Review Re-appointments, Vacancies, Resignations, and Appointments:** R. Barbian shared that the Greendale Board of Trustees start Village committee reappointments in May. A. Haas reported that we currently have one BOH vacancy and she did some recruitment to fill that position. T.



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Slota and M. Mohiuddin are up for reappointment and P. Kroll is resigning after the August meeting. R. Barbian said the next step is for A. Haas to share her recommendations on reappointments and appointments with the Trustees. A. Haas said she will send her recommendations on appointments and reappointments to J. Cyborowski.

b. BOH By-Laws Discussion: A. Haas reviewed several sections of the BOH By-Laws with the members and read through the discussion points from the April BOH meeting minutes.

i. Article III—Membership, Section 1—Number and Composition:

R. Barbian made a motion to remove the wording about a former “chairperson” and to change the BOH membership to 9 voting members, which would include 1 Trustee, 1 Health Officer, and 7 citizen voting members, with at least 2 of the citizen members ideally being health care providers, seconded by K. Krueger.

Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green

Nays: None

Motion to approve: Carried

Article III—Membership, Section 2—Term of Membership: Currently the BOH By-Laws state that a member can be on the BOH for a maximum of two terms with each term being 3 years in length. R. Barbian said terms could be extended with Village Board approval and BOH members do not need to be reappointed if their work is not helpful to the BOH. R. Barbian shared that the Health Officer would communicate their recommendation to reappoint or not reappoint to the BOH Trustee. The Village Trustees have to vote on the appointments/reappointments.

A. Haas made a motion to leave this section as is but add the following statement: Citizen members may have their term extended by the Village Board of Trustees on request by the Health Officer, seconded by R. Barbian.

Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green

Nays: None

Motion to approve: Carried

ii. Article IV—Board Members, Section 1—Officers: Members shared that it might be confusing to have a BOH Chairperson who is not also the Health Officer, as citizen members may not know the day-to-day processes at the GHD and it would be challenging for that person to create an agenda and BOH report. It also would be helpful for the BOH secretary position to be filled by a GHD staff member.



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R. Barbian made a motion for the BOH chairperson to permanently be the GHD Health Officer and the secretary be a GHD staff member at the discretion of the Health Officer, seconded by T. Slota.

Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green

Nays: None

Motion to approve: Carried

Article VI—Meetings, Section 5—Absenteeism: Members discussed BOH attendance requirements and absenteeism. Our current Medical Advisor advises the BOH on relevant issues. He emails updates for the BOH meetings or calls in for BOH meetings as in-person meetings have been challenging. T. Slota asked these discussion questions: does the state of WI statute identify a meeting requirement for a BOH Medical Advisor? Can the meeting requirement include phone and/or email contact or does the requirement specify in “in-person” or “face to face” meetings?

A. Haas made a motion, pending review of the state of WI statutes, to remove the meeting attendance requirement for the BOH Medical Advisor, seconded by R. Barbian.

Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green

Nays: None

Motion to approve: Carried

- iii. Additional By-Law Discussion: Members were in agreement with the current statement about quorums (Section 3) and absenteeism (Section 5). T. Slota shared that there was currently nothing in the by-laws to indicate we can hold virtual meetings. A. Haas will research this topic. P. Kroll identified that some of the BOH by-laws are not congruent with how the BOH does business. Example: Article 7, Section 3 states that the BOH shall advise the Village Manager regarding the performance of the Health Officer and that the Health Officer shall inform the Board regarding personnel matters. Discussion included that the GHD BOH is an advisory board, not a governing board. A. Haas shared she is always willing to share GHD policies with the BOH members for review. However, there could be legal problems for the Village if the Health Officer shared personnel issues with the BOH members. Some of the statement wording could be changed from “shall” to “may” in some of the sections.

A. Haas made a motion to remove wording stating that the BOH shall advise the Village Manager regarding the performance of the Health Officer and to remove the wording that the Health Officer shall inform the Board regarding personnel matters, seconded by P. Kroll.



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Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green

Nays: None

Motion to approve: Carried

6. Ongoing Business:

a. Review of Communicable Disease: Coronavirus (COVID-19) Update:

- i. S. Johnson shared that Greendale COVID case numbers had increased again this past week. However, hospitalization rates remain low. Greendale has high COVID vaccination rates: 76% of residents are “fully vaccinated”; 46% are “Up to date”, which indicates they have received 2 doses and 1 booster dose; 56% of children 5-17 years of age are fully vaccine (2 doses)
- ii. Contact tracers are informing individuals who test positive for COVID and who have immune system problems to contact their health care provider about obtaining anti-viral medications in order to reduce symptoms. They are also informing individuals about the importance of rest, drinking additional fluids, sleep, and getting fresh air during the recovery period.
- iii. GHD is offering a COVID vaccine clinic on Friday, May 20th, 10 am to noon at Village Hall. The CDC has a helpful handout to help individuals decide if now is the best time to get a second COVID-19 booster dose, as some individuals might prefer to wait:
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/vaccines/Second-COVID-19-Booster.pdf>
- iv. Individuals can now order a third round of free COVID-19 home tests on this website:
<https://www.covid.gov/tests>

7. Tabled Business:

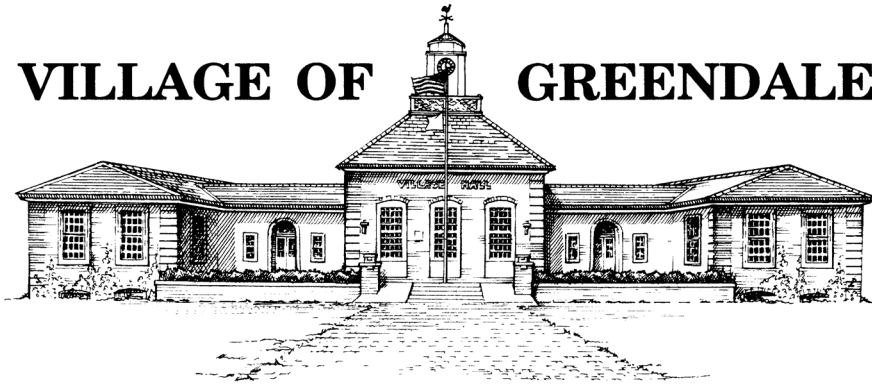
- i. Discuss and decide future meeting date, time, frequency. A. Haas reviewed that the BOH is required to meet quarterly. The BOH currently meets monthly with the exception of not meeting in July and December. Discussion included the importance of obtaining resident feedback and a later meeting time might allow for more attendees; the BOH information is important and so meeting less frequently would not be helpful for the community; BOH meeting dynamics might change if meeting less frequently; 5:00 pm meeting time might work better for BOH members and Greendale residents wanting to attend meeting.



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R. Barbian made a motion to consider holding all future BOH meetings at 5 pm on the 2nd Wednesday of the month, seconded by M. Mohiuddin.

Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green

Nays: None

Motion to approve: Carried

8. Standing Reports:

Medical Advisor Report: No updates this month

Health Officer Report: All BOH members received a copy of the April BOH report.

A. Haas reported on the following report highlights:

- i. The GHD was selected as one of four U.S. health departments to participate in meetings with national experts to learn about brain health and ways to reduce risk factors of dementia. A team of four individuals from the National Alzheimer's Association and NACCHO traveled from out of state to facilitate the meeting. The first meeting in Greendale was held on April 22nd and attendance included individuals from a large number of Greendale organizations. The second meeting will be held on May 25th.
- ii. A new campaign called "What's Your Out" was developed and will be promoted to parents and youth. This campaign will help families create an exit plan for youth, which is a way for kids and teens to safely get out of "sticky" or "uncomfortable" situations. The campaign link is included in the April BOH report.
- iii. Community Alliance staff members have been busy getting ready for "Clean and Green Day" in Greendale. This event will take place on Saturday, May 21st at Daffodil Park.
- iv. Peter Feldhusen, the West Allis Health Department sanitarian, is working to get all restaurant and food licenses completed in June.

Community Health (CHIP) Workgroup Reports

- v. **SAGE:** M. Green shared that Greendale Memory Café held a very successful art activity on 4/27 with 10 attendees; The dementia newsletter continues to get sent out to 75+ individuals every other month; a senior health screening and resource fair is scheduled for 7/27 at St. Alphonsus church. AARP donated \$500 for the event! Muddassir shared that Therapy at Home would be willing to sponsor the event also; SAGE will need to reapply to AARP to continue work as a Livable Community.
- vi. **Step Up to Better Health:** A. Haas shared that the summer passport activity will begin 6/1 and there are both online forms or pickup at the GHD or Park and Recreation; a



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6/9 “school’s out” event on Broad Street which will include an obstacle course and healthy food; 10/23 Fun/Run walk; Step Up committee watching a healthy food documentary to preview prior to showing to the community.

- vii. **Community Alliance:** S. Johnson shared that the coalition is building their youth group called “The Teen Team”. Some youth will attend a training this summer in Illinois. The coalition co-facilitators are attending a “Wake Up Call” training which will allow them to present to parents on possible signs of substance use by youth living in their home.
- viii. **Mental Health/Resiliency:** S. Johnson shared that M. Mermal was facilitating this new workgroup and this month the workgroup was finalizing the vision, mission, workgroup name, and the strategic plan! M. Mermal has had success in inviting a diverse group of organizations to work on this important health issue.

Trustee Report: R. Barbian shared the following items:

- ix. “No Mow May”—Lots of feedback and most very positive. Trustees recognized they got a late start on promoting the program and would start promotion earlier next year if it takes place.
- x. Pet Palooza event—great success and event keeps growing with large crowds. Parking was identified as being tough to locate for some. The Village hopes residents and non-residents attend the events. Businesses with signs stating “Pets Welcome” reported doing good business.
- xi. Road projects—\$6 million in road projects is scheduled; the Municipal lot will be updated; Grange Avenue is on track to be updated in 2023 as the Village receiving federal funding for much of that project.
- xii. 85th Year Celebration—this will take place in 2023 and volunteers are needed for this committee.
- xiii. Gazebo events starting in June, both Saturday and Sunday evenings. Beer and wine will be sold.
- xiv. Businesses: North Shore Bank on Broad Street will close in June. It hoped some other type of business will take over the space; The Goodwill building was sold back to Grand Haven; Southridge project still moving forward but at a slow pace.

9. Citizen Comments: None.

10. ADJOURNMENT: A. Haas motioned to adjourn the meeting, seconded by M. Green.

Ayes: A. Haas, K. Krueger, P. Kroll, M. Mohiuddin, T. Slota, R. Barbian, M. Green

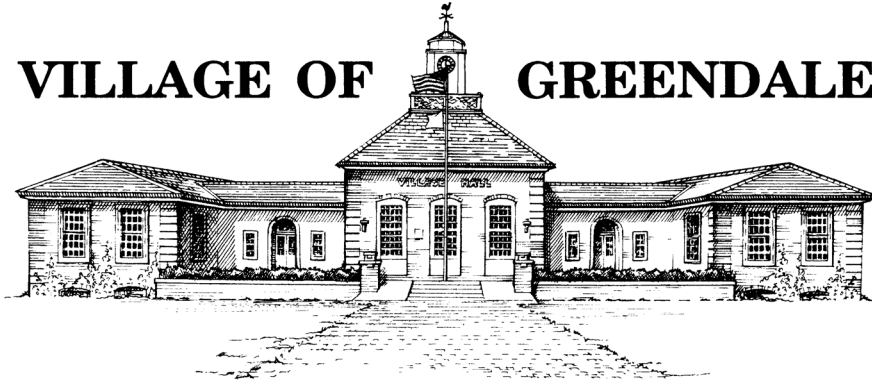
Nays: None



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Motion to approve: Carried

Meeting adjourned at 6:15 pm.

Next meeting, tentative date and location: June 8, 2022, at 5:00 PM in the Greendale Public Library

Community Meeting Room. ***Please notify Ashley Haas, Greendale Health Officer or Theresa Rypel @ 423-2110 if you are unable to attend this meeting. Email: trypel@greendale.org***