

**BOARD OF HEALTH MEETING
CITY OF DE PERE, WISCONSIN – March 19, 2012**

The Board of Health of the City of De Pere, Wisconsin met in regular session in the Riverview Conference room at City Hall, on Monday March 19, 2012 at 5:05 p.m.

ITEM 1: Mike Donovan called the meeting to order at 5:00pm. Roll call was taken and the following members were present: Mike Donovan, Dan Robinson and Rosa Coenen. Also present were Mary Dorn and Julie Switzer. Dr. Michael McHenry arrived at 5:08pm, followed by Dr. Richard Erdman at 5:15pm.

Justin Carrothers, 444 N. Ontario St., De Pere, WI was also present to speak on agenda item #3.

ITEM 2: Dan Robinson moved, seconded by Rosa Coenen, to approve the minutes of the November 21, 2011 Board of Health Meeting. Upon vote, the minutes were unanimously approved.

ITEM 3: Mike Donovan made a motion to open the meeting, seconded by Rosa Coenen. The meeting was opened for the public to speak regarding granting a dog variance for Chelsea Grusczyński at 444 N. Ontario St. Justin Carrothers, also of 444 N. Ontario St. spoke to the board, requesting that they be granted the variance because of the age of their dog and the dog's health issues. Mr. Carrothers said they have been vigilant in cleaning the dog waste from their yard since the February 21, 2012 letter from the health department. Rosa Coenen expressed concern that the issues weren't taken care of after the first letter was sent by the health department on November 30, 2011 and that another letter had to be sent on February 21, 2012. The dogs were neither licensed nor vaccinated after the first letter from the health department. Rosa Coenen made a motion, seconded by Mike Donovan to deny the Dog Variance request made by Chelsea Grusczyński to allow three dogs at 444 N. Ontario St. Upon vote, the motion passed unanimously. Mike Donovan moved to close the meeting at 5:15 pm. Rosa Coenen made a motion, seconded by Dan Robinson to close the meeting to the public.

ITEM 4: The annual report was reviewed. Dan Robinson asked what the most notable activity was for 2011. Mary Dorn indicated the completion of the CHIP process was significant in this year's report. This process is generally done every five years, but is the first time that De Pere Health Department has completed the assessment process. In previous years Brown County Health Department completed the assessment and the De Pere Health Department was a participant versus co-leading the initiative with Brown County. Dan Robinson made a motion, seconded by Rosa Coenen to accept the annual report. Upon vote, motion passed unanimously.

ITEM 5: This will be the first time the health department will have students from Silver Lake College. The students work in the department is project based and is helpful to the staff. Rosa Coenen made a motion, seconded by Mike Donovan to approve the Silver Lake College Affiliation Agreement.

ITEM 6: Directors Report

A. Pertussis is on the increase throughout the state.

- B. The new sanitarian, Trista Groth will be starting on March 26th.
- C. The Annual Public Health Preparedness update will be Tuesday, June 5th at the Tundra Lodge. Formal invitations will be forwarded to Board of Health members.
- D. Community Health Improvement Process (CHIP) teams continue to work on the development of the health plan for each area. Mary participated in an interview on Channel 2 for the alcohol action planning group.

ITEM 7: Public Comment: None

ITEM 8. Future Agenda Items – The keeping of chickens in De Pere will be revisited in May. The Board of Health Meeting has been changed from May 21st to May 29th at 5:30 in the Riverview Conference room.

Upon motion by Rosa Coenen, seconded by Mike Donovan the Board of Health unanimously adjourned at 5:55pm.

Respectfully Submitted,
Julie Switzer
Health Department Secretary