



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Board of Health

Wednesday, November 8, 2017

7:00 AM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting

[17-1717](#) BOH Minutes 9-13-17

Attachments: [9-13-17.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[17-1716](#) Health in All Policies Ordinance

Attachments: [HiAP Ordinance-Official Form.pdf](#)

6. Information Items

[17-1712](#) August Monthly Report

Attachments: [August Monthly Report.pdf](#)

[17-1707](#) Third Quarter Report 2017

Attachments: [Third Quarter 2017 Report.pdf](#)
[Third Quarter Executive Summary.pdf](#)

[17-1708](#) Third Quarter Performance Review 2017

Attachments: [Department Budget Review 3rd Qtr 2017.pdf](#)
[Summary Budget Review-3rd Qtr 2017.pdf](#)

[17-1562](#) 2018 Budget

Attachments: [2018 Health Grants.pdf](#)
[2018 Health.pdf](#)

[17-1662](#) Octoberfest Inspection Summary

Attachments: [Octoberfest Summary.pdf](#)

[17-1710](#) 140 Review Findings

Attachments: [140 Review Letter.pdf](#)
[DHS 140 Review Document.pdf](#)

[17-1730](#) H7N9 Influenza Update

Attachments: [H7N9 Influenza Article.pdf](#)

[17-1709](#) Noise Variance Approvals

Attachments: [Noise Variance Requests 11.8.17.pdf](#)

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



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Meeting Minutes Board of Health

Wednesday, September 13, 2017

7:00 AM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 6 - Nelson, Spears, Vogel, Mielke, Meltzer and Hanna

3. Approval of minutes from previous meeting

Nelson moved, seconded by Spears, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 6 - Nelson, Spears, Vogel, Mielke, Meltzer and Hanna

4. Public Hearings/Appealances

5. Action Items

6. Information Items

Second Quarter 2017 Report

Attachments: [Second Quarter 2017 Report.pdf](#)
[Executive Summary Second Quarter 2017.pdf](#)

This Item was presented

Second Quarter 2017 Budget Performance Review

Attachments: [Department Budget Review -2nd Quarter 2017.pdf](#)
[Summary Budget Review-2nd Quarter.pdf](#)

This Item was presented

July Monthly Report

Attachments: [July Monthly Report.pdf](#)

This Item was presented

Updated Fee Schedule for Weights & Measures and Environmental Health

This Item was presented

VFC Site Visit Follow-Up Plan

Attachments: [VFC Site Visit Follow-Up Plan.pdf](#)

This Item was presented

Health in All Policies Ordinance-Green Tier Community

Attachments: [HiAP Q&A.pdf](#)
 [Social Determinants-HiAP.pdf](#)
 [HiAP Ordinance.pdf](#)

This Item was presented

Noise Variance Approvals

Attachments: [Noise Variance Requests 9.13.17.pdf](#)

This Item was presented

Other Business

Information was presented on Department's 140 Review and other current topics of interest.

7. Adjournment

Nelson moved, seconded by Meltzer, that the meeting be adjourned at 7:30 a.m. Roll Call. Motion carried by the following vote:

Aye: 6 - Nelson, Spears, Vogel, Mielke, Meltzer and Hanna

AN ORDINANCE CREATING ARTICLE V OF CHAPTER 7 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO HEALTH IN ALL POLICIES.

(Name of Committee Generated From – XX-XX-XX (Date))

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Article V of Chapter 7 of the Municipal Code of the City of Appleton, relating to health in all policies, is hereby created to read as follows:

Art. V. HEALTH IN ALL POLICIES

Sec. 7-200. Findings.

- (a) Health starts where we live, learn, work and play, and everyday decisions within the City of Appleton can promote greater health and equity.
- (b) All Appleton residents should have the opportunity to make the choices that allow them to live a long, healthy life, regardless of their job, neighborhood of residence, level of education, immigration status, sexual orientation, ethnic background or religion.
- (c) Good health enhances quality of life, improves workforce productivity, increases the capacity for learning, strengthens families and communities, supports environmental sustainability and helps reduce overall economic and social insecurity.
- (d) In the city of Appleton, those at greatest risk for poor health outcomes are low-income residents, who have a shorter life expectancy than other city residents.
- (e) Appleton residents are primarily affected by heart disease, cancer and stroke.
- (f) Recognizing the presence of critical health disparities in the community and the opportunity to intervene on health outcomes, the City has developed and defined public health broadly in the City Comprehensive Plan.
- (g) Health in All Policies is fundamentally about creating systems-level change both within City departments and in the community.
- (h) In developing strategies to address health disparities, it is important to recognize that at its heart, promoting equity is not just about providing more services.
- (i) It is also about how services are developed, prioritized and delivered.
- (j) The Health in All Policies strategy guides the City of Appleton on how to address the social determinants of health, or the root causes of current health disparities in the development, prioritization and delivery of these services and policies.

Sec. 7-201. Definitions.

The definitions in this section apply throughout this ordinance unless the context

clearly requires otherwise:

(a) ***Health in All Policies (HiAP)*** is both a process and a goal.

- (1) The goal of HiAP is to address inequities at the systems, policy and structural levels to eliminate the resulting health disparities.
- (2) At the root of HiAP is an approach to improving health of all people by incorporating health considerations into collaborative decision-making across sectors, agencies, and departments. HiAP brings city departments and community groups together to identify ways in which all policies can take health outcomes into consideration. The HiAP process places health at the center of all work, and through discussion and compromise, gains stakeholder buy-in from all agencies, groups, and departments.
- (3) Health in All Policies works to create a new policy and organizing framework within city government and beyond in the community. It emphasizes the consequences of public policies, plans, and programs on health determinants, and aims to improve health outcomes at all levels of government within the city and those agencies responsible for serving Appleton residents.
- (4) Stakeholder engagement is essential for ensuring that Health in All Policies is responsive to community needs. Community-based knowledge provides important information about opportunities and barriers for health and insight into the ways in which policies may impede or promote health.

(b) ***Health*** is not simply the absence of disease, but the state of complete physical, mental, cultural and social well-being. HiAP is based on the premise that good health is fundamental for a strong economy and vibrant society, and that health outcomes are largely dependent on the social determinants of health, which in turn are shaped by decisions made within the health sector and internally and externally outside of the health sector.

(c) ***Health equity*** refers to efforts to ensure that all people have full and equal access to opportunities that enable them to lead healthy lives, while respecting differences that include but are not limited to culture, language, race, gender, sexuality, economic status, citizenship, ability, age and religion.

- (1) Health equity entails focused societal efforts to address avoidable inequalities by equalizing the conditions for health for all groups, especially for those who have experienced socioeconomic disadvantage or historical injustices.
- (2) These communities include, but are not limited to women, people of color, low-income individuals and families, individuals who have been incarcerated, individuals with disabilities, individuals with mental health conditions, youth and young adults, seniors, immigrants and refugees, individuals who are limited-English proficient (LEP), and lesbian, gay, bisexual, transgender, questioning, intersex and asexual (LGBTQIA)

communities, or combinations of these populations.

(d) ***Health disparities*** are differences of presence of disease, health outcomes, or access to care among distinct segments of the populations, including differences that occur by race or ethnicity, gender identity, sexual orientation, education or income, immigration status, age, disability or functional impairment, or geographic location, or the combination of any of these factors.

(e) ***Health inequities*** are health disparities resulting from factors that are systemic and avoidable and, therefore, considered unjust or unfair.

(f) ***Determinants of health equity include*** the social, economic, geographic, political, institutional and physical environmental conditions that lead to the creation of a fair and just society.

(g) ***Social determinants of health*** refer to everything outside of direct health care services, such as the condition in the environment in which people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality of life outcomes and risks. The social determinants of health include, but are not limited to:

- (1) The availability of resources to meet our daily needs (e.g., safe housing, access to healthy and affordable food).
- (2) Access to educational, economic, and job opportunities that lead to sustainable employment.
- (3) Neighborhood safety and communities free of crime, violence, and social disorder (e.g., presence of trash and other forms of blight); and
- (4) Accessible built environments that promote health and safety, including improved pedestrian, bicycle, and automobile safety, parks and green space, and healthy school siting.
- (5) Social norms and attitudes (e.g., discrimination and racism), socioeconomic conditions (e.g., concentrated poverty and the chronically stressful conditions that accompany it).

(h) ***Toxic stress*** refers to prolonged and repeated exposure to multiple negative factors, especially in early childhood. Contributing factors include, but are not limited to, racial profiling, poor air quality, residential segregation and economic insecurity. Toxic stress has known physical and mental health impacts and contributes to a host of chronic conditions such as heart disease and diabetes. Toxic stress has also been shown to have negative intergenerational health effects. Toxic stress does not refer to individual stressful events, but rather the unrelieved accumulation of these events over one's life.

Sec. 7-203. Health in All Policies implementation.

To effectively implement and maintain Health in All Policies, the City shall:

(a) Utilize health equity practices to City actions and endeavor to integrate these practices into the city's strategic, operational and business plans; management and reporting systems for accountability and performance; and budgets in order to eliminate inequities and create opportunities for all people and neighborhoods;

(b) Use the Health in All Policies Strategy Document as a guide for implementing Health in All Policies in the City. The strategy document will outline the vision, mission and goals, and identify a timeline as well as process to reach these goals. The strategy document will be a living plan that is designed to grow over time as progress is made and the needs of the community and city change;

(c) Establish the Interdepartmental Health in All Policies Team. The Interdepartmental Team will be comprised of representatives from departments within the City and are responsible for:

- (1) Selecting health and health equity indicators for each department to track as a way of prioritizing goals and measuring progress aligned with existing City guiding documents including, but not limited to the Comprehensive Plan and Green Tier Charter;
- (2) Attending regularly scheduled Interdepartmental Team meetings led by the Mayor's Office;
- (3) Reporting to the Interdepartmental Team on progress and challenges from his or her respective department;
- (4) Working with his or her respective department to integrate and track health equity indicators for his or her department;
- (5) Committing to attending ongoing health equity training, such as health equity impact assessments; and
- (6) Assisting with the writing of the Tri-Annual HiAP Report and provide a report to committees.

(d) Design and publish a tri-annual report on the status of health and health equity in the city of Appleton and progress of HiAP implementation for the Common Council, City staff, community organizations, residents, businesses, and other governmental agencies within the city.

- (1) Implementation will be measured based on health and health equity indicators selected by the Interdepartmental HiAP Team.
- (2) In addition to reporting on indicators, the Tri-Annual Report will include any updates to the HiAP strategy document.

(e) Develop and implement an ongoing community engagement plan to work directly with stakeholders throughout the process of the HiAP strategy development and implementation to ensure that perspectives are consistently understood, considered, and reflected in decisions.

The goal is to partner with stakeholders in each aspect of decision making in order to develop and implement collaborative solutions.

Section 2: Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such a decision shall not affect the validity of the remaining portions of this ordinance. The Common Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance irrespective of the unconstitutionality or invalidity of any section, subsection, subdivision, paragraph, sentence, clause or phrase.

Section 3: This ordinance becomes effective 30 days after its final passage and publication.

Dated: _____

Timothy M. Hanna, Mayor
City Law: A17-0793

Kami Lynch, City Clerk



Health Department
Monthly Report

August 2017

I. Preventing Disease

Immunization Clinics	Current Month	Year to Date	Last Year to Date
Persons Immunized	11	68	86
Immunizations administered	24	179	186

Communicable Disease Cases	Current Month	Year to Date	Last Year to Date
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Gastroenteric

Campylobacter	1	8	11
Giardiasis	2	6	8
Salmonellosis	0	5	5
Amebiasis	0	0	0
Balantidium Coli	0	0	0
Hook Worm	0	0	0
Shigellosis	1	2	1
Yersinia	0	0	1
Strongyloides	0	0	0
Cryptosporidiosis	3	7	6
E. Coli	6	8	3
Listeriosis	0	0	0

Other Communicable Diseases	Current Month	Year to Date	Last Year to Date
Haemophilus Influenza	0	1	0
Blastomycosis	0	0	1
Hepatitis A	0	0	1
Hepatitis B	0	5	1
Hepatitis C	5	31	37
Streptococcus pneumoniae	0	4	4
Leprosy	0	0	0
Lead Toxicity	0	0	0
Legionellosis	0	1	0
Lyme Disease	1	9	6
Ehrlichiosis / Anaplasmosis	2	6	0
Malaria	0	1	0
Bacterial Meningitis	0	0	0
Viral Meningitis	0	0	0
Invasive Group A Strep	0	1	0
Rheumatic Fever	0	0	0
Tetanus	0	0	0
Toxic Shock	0	0	0
Typhoid	0	0	0
TB: Mycobacterium	1	1	0
TB: Atypical	0	7	7
Viral Encephalitis	0	0	0
Cat Scratch Disease (Bartonella species)	0	0	0
Streptococcus group B invasive disease	1	2	3
Vibrio Cholera	0	0	0
West Nile Virus	0	0	0
Kawasaki	0	0	0
Novel Influenza	0	0	0
Hospitalized Influenza	0	30	15
Babesiosis	0	0	0
Histoplasmosis	0	1	0
VISA	0	2	0
Rocky Mountain Spotted Fever	1	1	0
Jamestown Canyon	1	1	0

Vaccine Preventable	Current Month	Year to Date	Last Year to Date
Measles	0	0	0
Mumps	0	0	0
Pertussis	1	6	11
Rubella	0	0	0
Varicella	1	4	3

Sexually Transmitted Disease	Current Month		Year to Date		Last Year to Date	
	All Ages	≤18	All Ages	≤18	All Ages	≤18
Chlamydia	30	5	222	16	214	22
Gonorrhea	4	0	34	1	25	1
Partner/Referral Program	0	0	6	0	3	0
HIV	2	0	6	0	1	0
Other STD	0	0	0	0	0	0
Syphilis	0	0	7	0	6	0

Licensed Establishments	Current Month	Year to Date	Last Year to Date
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PE & D, Retail Food, Hotel/Motel, Bed & Breakfast, Manufactured Home
Community, Vending Machines, Swimming Pools, Tattoo & Body Piercing, Rec/Ed

Preinspections	3	26	23
Inspections	6	347	337
Reinspections	3	87	95
Complaints	0	16	18
Complaint Follow-ups	2	6	2
Consultations	59	418	336

Food Borne/Water Borne	Current Month	Year to Date	Last Year to Date
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Number of Outbreaks	0	0	0
Number of Interviews	0	2	2
Number of symptomatic	0	1	2

Laboratory/Field Tests	Current Month	Year to Date	Last Year to Date
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Swimming Pool Water Samples

Total number of pools sampled	26	164	158
Total number of pools resampled	0	1	3
Total positive HPC	0	1	2
Total positive coliform	0	0	1

II. Protecting the Environment

Environmental Investigations	Current Month	Year to Date	Last Year to Date
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Community water supplies, private water supplies, surface water pollution, standing water nuisance, animal nuisances, rabies control, insect control, rodent control, hazardous substance control, indoor/outdoor air pollution, noise, radiation, garbage/rubbish, private residence/housing, other business (non-licensed)

Complaints	10	34	29
Complaint Follow-ups	12	37	14
Consultations	50	170	152

III. Promoting Health

Community Health Visits	Current Month	Year to Date	Last Year to Date
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Includes contact to elderly and adult clients, parents, and children for purposes of assessment, teaching, referrals, and case management

Patient Home/Telephone Visits	82	880	942
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IV. Protecting the Consumer

Consumer Complaints	Current Month	Year to Date	Last Year to Date
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Weights and Measures, Product Labeling, and Trade Practices

Total number of consumer complaints	3	24	27
Total number found in violation	0	4	5

Type of Establishments Inspected	Current Month	Year to Date	Last Year to Date
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Food and convenience stores, restaurants, bakery and candy stores, dairy plants and stores, drug stores, hardware stores, variety stores, gas stations, salvage and recyclers, pet shops, and garden centers, industrial manufacturing plants, concrete and asphalt plants

Total number inspected	101	471	516
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Equipment and Devices Examined	Inspected			Number Not in Compliance		
	Current Month	Year to Date	Last Year to Date	Current Month	Year to Date	Last Year to Date
Scales and balances	10	443	463	0	8	22
Measures (includes gas pumps and fuel oil truck meters)	370	1,000	834	12	30	24
Weights	0	29	49	0	0	0
Total	380	1,472	1,346	12	38	46

Commodity Report	Current Month	Year to Date	Last Year to Date
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Total units of product investigated	20,658	69,419	58,605
Random sample size	2,674	10,816	8,882
Total products/units found short weight	60	312	2,396
Total products/units found mislabeled	14	832	1,782

Price Scanning Inspections	Current Month	Year to Date	Last Year to Date
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Number of inspections	10	100	112
Number of items scanned	350	3,376	3,610
Pricing errors found	5	87	104



I. Preventing Disease

Community Education Sessions	Quarter	Year to Date	Last Year to Date
Group Education Sessions	5	24	57
Number of Attendees	183	412	584

Immunization Clinics	Current Month	Quarter	Year to Date	Last Year to Date
Persons Immunized	18	36	86	103
Immunizations administered	52	102	231	224

Vaccine Type/Number of Doses	Current Month	Quarter	Year to Date	Last Year to Date
PCV13 (Pneumovax)	1	4	8	6
DTP/HIB (See DTP and HIB)	0	0	0	0
DtaP (Diphtheria, Tetanus, Acellular Pertussis)	1	2	3	6
Td (Tetanus diphtheria)	1	6	8	7
MMR (Measles, Mumps, Rubella)	6	11	13	19
HIB (Haemophilus Influenzae b)	1	5	10	9
IPV (Inactivated Polio Vaccine)	3	6	12	4
HBV (Hepatitis B)	4	8	15	5
Flu (Influenza)	10	10	21	16
VZV (Varicella)	4	13	18	20
Heb B/Hib Comvax	0	0	0	0
Hep A	1	3	13	31
Dtap/IPV/Hep B	1	2	6	5
MCV4 (Meningococcal)	5	5	12	11
Tdap	5	9	16	19
Flu Nasal	0	0	0	13
HPV (Human Papillomavirus)	4	9	20	28
Rotavirus	1	1	3	3
Dtap/IPV	0	0	1	8
H1N1	0	0	0	0
Hep A/Hep B	1	1	1	9
MenB	3	3	6	5
Dtap-IPV / Hib	0	0	0	0

Communicable Disease Cases	Current Month	Quarter	Year to Date	Last Year to Date
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Gastroenteric

Campylobacter	3	5	11	12
Giardiasis	3	5	9	12
Salmonellosis	3	4	8	7
Amebiasis	0	0	0	0
Shigella	0	0	0	0
Hook Worm	0	0	0	0
Shigellosis	0	1	2	1
Yersinia	1	1	1	1
Strongyloides	0	0	0	0
Cryptosporidiosis	0	4	7	7
E. Coli	4	11	12	3
Listeriosis	0	0	0	0

Other Communicable Diseases	Current Month	Quarter	Year to Date	Last Year to Date
Haemophilus Influenza	0	0	1	0
Blastomycosis	1	1	1	1
Hep A	0	0	0	1
Hep B	0	0	5	1
Hep C	2	12	33	45
Streptococcus pneumoniae	0	0	4	4
Leprosy	0	0	0	0
Adult Lead Toxicity	0	0	0	0
Legionellosis	0	0	1	0
Lyme Disease	1	8	10	9
Ehrlichiosis / Anaplasmosis	0	4	6	0
Malaria	0	0	1	0
Dengue Fever	0	0	0	0
Bacterial Meningitis	0	0	0	0
Viral Meningitis	0	0	0	0
Invasive Group A Strep	0	0	1	1
Rheumatic Fever	0	0	0	0
Tetanus	0	0	0	0
Toxic Shock	0	0	0	0
Typhoid	0	0	0	0
Mycobacterium Tuberculosis	0	1	1	0
Mycobacterium - Atypical	3	4	10	7
Viral Encephalitis	0	0	0	0
Cat Scratch Disease (Bartonella species)	0	0	0	0
Streptococcus group B invasive disease	0	1	2	3
Vibrio Cholera	0	0	0	0
West Nile Virus	0	0	0	0
Kawasaki	0	0	0	0
Novel Influenza	0	0	0	0
Hospitalized Influenza	0	0	30	15
Babesiosis	0	0	0	0
Histoplasmosis	0	1	1	0
VISA	0	0	2	0
Rocky Mountain Spotted Fever	0	0	0	0
Jamestown Canyon	0	0	0	0

Vaccine Preventable	Current Month	Quarter	Year to Date	Last Year to Date
Measles	0	0	0	0
Mumps	0	0	0	0
Pertussis	0	2	6	14
Rubella	0	0	0	0
Varicella	2	4	6	4

Tuberculosis Prevention and Control	Quarter	Year to Date	Last Year to Date
Number of TB (Chemoprophylaxis Referrals)	8	21	13
Number of TB Skin Tests	0	69	101
Number of Referrals for TB Blood Test	1	1	0
Number of TB positive tests	0	0	0

Sexually Transmitted Disease	Current Month		Quarter		Year to Date		Last Year to Date	
	All Ages	≤18	All Ages	≤18	All Ages	≤18	All Ages	≤18
Chlamydia	30	2	82	9	252	18	238	24
Gonorrhea	5	0	10	0	39	1	33	2
Partner/Referral Program (Contacts)	0	0	2	0	6	0	3	0
HIV	0	0	4	0	6	0	1	0
Other STD	0	0	0	0	0	0	0	0
Syphilis	2	0	2	0	9	0	7	0

Planned Parenthood Contract	Quarter	Year to Date	Last Year to Date
Individuals served	29	81	112
Number of tests	68	195	256
Individuals treated	4	17	23

Lead	Quarter	Year to Date	Last Year to Date
Elevations			
Initial Venous lead levels >19 ug/dl	1	1	0
Repeat Venous lead levels >19 ug/dl	0	0	2
Initial Venous lead levels 10 - 19 ug/dl	2	4	1
Repeat Venous lead levels 10 - 19 ug/dl	0	3	1
Capillary lead levels >10 ug/dl	5	7	5
Venous lead levels 5 - 9 ug/dl	3	11	15
Home Inspections	1	3	2
Education	6	14	12
Formal Enforcement Action	1	3	2

Licensed Establishments	Plan Reviews			Preinspections		
	Quarter	Year to Date	Last Year to Date	Quarter	Year to Date	Last Year to Date
Public Eating and Drinking	0	1	0	5	17	17
Retail Food	0	0	0	1	4	8
Hotel/Motel and Tourist Rooming House	0	0	0	1	1	0
Bed and Breakfast	0	0	0	0	0	2
Manufactured Home Communities	0	0	0	0	0	0
Vending Machines	0	0	0	0	0	0
Swimming Pools	0	1	0	2	3	0
Tattoo and Body Piercing	0	0	0	1	3	1
Temporary Restaurants	0	0	0	0	0	0
Non-profit	0	0	0	0	0	0
Rec/Ed Campground	0	0	0	0	0	0
Campground	0	0	0	0	0	0
Pigeon Permit	0	0	0	0	0	0
Temporary Retail	0	0	0	0	0	0
Special Organization Serving Meals	0	0	0	0	0	0
Total	0	2	0	10	28	28

Licensed Establishments	Inspections			Reinspections		
	Quarter	Year to Date	Last Year to Date	Quarter	Year to Date	Last Year to Date
Public Eating and Drinking	5	236	223	17	81	87
Retail Food	6	80	71	1	13	18
Hotel/Motel and Tourist Rooming House	0	6	6	0	0	0
Bed and Breakfast	0	3	3	0	0	0
Manufactured Home Communities	0	0	1	0	0	0
Vending Machines	0	0	0	0	0	0
Swimming Pools	1	20	17	0	0	0
Tattoo and Body Piercing	0	6	6	0	0	0
Temporary Restaurants	6	6	21	0	0	0
Non-profit	86	86	89	2	2	2
Rec/Ed Campground	1	1	1	0	0	0
Campground	0	0	0	0	0	0
Pigeon Permit	0	0	0	0	0	0
Temporary Retail	0	0	4	0	0	0
Special Organization Serving Meals	0	0	0	0	0	0
Total	105	444	442	20	96	107

Licensed Establishments	Complaints			Complaint Followups		
	Quarter	Year to Date	Last Year to Date	Quarter	Year to Date	Last Year to Date
Public Eating and Drinking	6	14	19	4	6	2
Retail Food	1	2	3	0	0	0
Hotel/Motel and Tourist Rooming House	0	1	0	0	0	0
Bed and Breakfast	0	0	0	0	0	0
Manufactured Home Communities	0	0	0	0	0	0
Vending Machines	0	0	0	0	0	0
Swimming Pools	0	1	2	0	0	0
Tattoo and Body Piercing	0	0	0	0	0	0
Temporary Restaurants	0	0	0	0	0	0
Non-profit	0	0	0	0	0	0
Rec/Ed Campground	0	0	0	0	0	0
Campground	0	0	0	0	0	0
Pigeon Permit	0	0	0	0	0	0
Temporary Retail	0	0	0	0	0	0
Special Organization Serving Meals	0	0	0	0	0	0
Total	7	18	24	4	6	2

Licensed Establishments	Consultations		
	Quarter	Year to Date	Last Year to Date
Public Eating and Drinking	78	229	177
Retail Food	11	53	56
Hotel/Motel and Tourist Rooming House	1	1	1
Bed and Breakfast	1	5	1
Manufactured Home Communities	0	3	0
Vending Machines	0	0	1
Swimming Pools	6	13	16
Tattoo and Body Piercing	17	53	36
Temporary Restaurants	8	14	33
Non-profit	34	79	89
Rec/Ed Campground	0	3	5
Campground	0	0	0
Pigeon Permit	4	5	0
Temporary Retail	0	2	3
Special Organization Serving Meals	0	0	0
Total	160	460	418

Food Borne-Water Borne Disease	Current Month	Quarter	Year to Date	Last Year to Date
Number of Outbreaks	0	0	0	0
Number of Interviews	0	0	2	2
Number symptomatic	0	0	1	2

Laboratory/Field Tests	Current Month	Quarter	Year to Date	Last Year to Date
WDATCP Random Sampling Program	0	0	60	60

Swimming Pool Water Samples

Total number of pools sampled	20	71	184	177
Total number of pools resampled	0	0	1	3
Total positive HPC	0	0	1	2
Total positive coliform	0	0	0	1

Rabies Specimens

Type of Animal Shipped

Dog	0	0	0	0
Cat	0	0	0	1
Bat	0	0	0	4
Raccoon	0	0	0	0
Ferret	0	0	0	0
Skunk	0	0	0	0
Other	0	0	0	0
Total shipped	0	0	0	5
Total positive results	0	0	0	0

II. Protecting the Environment

Environmental Investigations	Consultations			Complaints		
	Quarter	Year to Date	Last Year to Date	Quarter	Year to Date	Last Year to Date
Community water supplies	1	1	1	0	0	0
School/Day Care	1	5	5	0	0	0
Private water supplies	0	0	0	0	0	0
Surface water pollution	0	1	1	0	0	0
Animal nuisances	8	14	21	0	0	2
Rabies control	5	22	16	0	0	0
Insect control	13	32	28	0	6	7
Rodent control	3	7	2	0	1	2
Hazardous substance control	3	7	11	0	1	1
Air pollution - Indoor	2	10	9	0	0	3
Air pollution - Outdoor	1	4	2	0	0	1
Noise	5	16	23	0	4	4
Radiation	1	4	7	0	2	0
Garbage/rubbish nuisance	0	2	0	0	3	1
Private residence/housing	14	27	14	0	0	3
Lead	5	18	17	0	1	2
Other Programs	9	26	17	0	0	0
Other Business	4	15	26	0	3	1
Mold	5	35	31	0	0	8
Totals	80	246	231	0	21	35

Environmental Investigations	Complaint Followups		
	Quarter	Year to Date	Last Year to Date
Community Water Supplies	0	0	0
School/Day Care	0	0	0
Private water supplies	0	0	0
Surface water pollution	0	0	0
Animal nuisances	0	0	2
Rabies control	0	0	0
Insect control	2	7	2
Rodent control	3	4	1
Hazardous substance control	0	0	0
Air pollution - Indoor	2	2	0
Air pollution - Outdoor	0	0	2
Noise	1	4	2
Radiation	0	0	0
Garbage/rubbish nuisance	2	6	1
Private residence/housing	9	13	1
Lead	0	0	3
Other Programs	0	0	0
Other Business	0	0	0
Mold	3	4	2
Totals	22	40	16

III. Promoting Health

Type of Referrals to Public Health Nurse (PHN)	Quarter	Year to Date	Last Year to Date
Family	2	4	3
Maternal/Child	241	673	661
Adult/Elderly	2	4	7
Total	245	681	671

Community Health Visits	Admissions			Revisits		
	Quarter	Year to Date	Last Year to Date	Quarter	Year to Date	Last Year to Date

Includes contact to elderly and adult clients, parents, and children for purposes of assessment, teaching, referrals and case management

MCH	47	138	112	0	214	181
Adult	25	66	58	0	109	180
Elderly	3	13	12	0	140	297
Total	75	217	182	0	463	658

Community Health Visits	Discharges			Phone Calls as Visit		
	Quarter	Year to Date	Last Year to Date	Quarter	Year to Date	Last Year to Date

Includes contact to elderly and adult clients, parents, and children for purposes of assessment, teaching, referrals and case management

MCH	2	5	18	0	53	60
Adult	6	19	42	0	7	5
Elderly	0	2	3	0	0	2
Total	8	26	63	0	60	67

Primary Health Problem	Quarter	Year to Date	Last Year to Date
General Health Promotion	43	106	162
Prenatal	25	89	69
Postpartum	62	178	132
Infant and Child Health	82	225	151
Communicable Disease	66	311	398
Endocrine/Nutritional/Immunity Disorders	4	9	7
Nervous system and sense organs	0	0	1
Circulatory system	11	50	55
Respiratory system	7	11	14
Musculoskeletal system and Connective tissue	1	1	2
Other	15	36	29
Total	316	1016	1020

Adult/Elderly Clients By Referral Source	Quarter	Year to Date	Last Year to Date
Self	0	0	1
Case Finding	0	0	0
Physician (Unhospitalized)	1	3	5
Hospital	0	0	0
Social Service/Counseling	3	3	0
Community Agency	0	0	1
Other Public Health Agency	0	0	0
Licensed Home Health Agency	0	0	0
State Agency	0	0	0
Carried Over From Previous Year	0	20	21
Other	0	0	1
Total	4	26	29

Adult/Elderly Client Interventions	Quarter	Year to Date	Last Year to Date
Case Management	97	220	139
Consultation	2	3	3
Counseling	26	85	83
Delegated Functions	0	1	3
Disease and Health Event Investigation	0	2	5
Health Teaching	91	238	173
Referral and Follow Up	19	43	10
Screening	62	143	68
Total	297	735	484

Adult/Elderly Non-Client Contacts	Quarter	Year to Date	Last Year to Date
Adult child	1	2	3
Aging & Disability Resource	0	1	0
Citizen	2	13	10
Client	0	0	0
Community Agency	1	2	4
Employer	0	0	0
Faith Community	0	0	0
Friend	0	0	3
Hospital	0	0	0
Human Services	0	0	0
Mental Health Provider	0	0	0
Nurse	0	0	1
Other	0	0	0
Parent/Guardian	2	4	2
Primary Care Provider	0	0	0
Spouse	0	0	0
Total	6	22	23

Adult/Elderly Non-Client Contact Interventions	Quarter	Year to Date	Last Year to Date
Consultation	0	2	4
Counseling	0	0	2
Health Teaching	1	5	5
Referral and Follow Up	5	17	17
Total	6	24	28

IV. Protecting the Consumer

Consumer Complaints	Number Received			Number of Violations Found		
	Quarter	Year to Date	Last Year to Date	Quarter	Year to Date	Last Year to Date
Foods	1	1	1	0	0	0
Liquid foods	0	0	0	0	0	0
Non-food Products	0	0	0	0	0	0
Heating Oil and LP gas	0	0	0	0	0	0
Firewood	1	1	1	1	1	0
Gas station pumps	2	6	6	0	1	1
Gas station service console	0	2	3	0	0	0
Gas station price signage	0	2	2	0	1	0
Gas station gasoline quality	3	8	4	0	0	1
Scales: food	0	0	0	0	0	0
Scales: scrap metal	0	0	1	0	0	0
Scales: other	0	0	0	0	0	0
Scanning	1	3	6	0	0	2
Trade practices	0	3	3	0	1	0
Advertising	0	2	3	0	1	1
Going out of business sales	0	0	0	0	0	0
Temporary sales	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
Totals	8	28	30	1	5	5

Type of Establishments Inspected	Month	Quarter	Year to Date	Last Year to Date
Food and convenience stores, restaurants, bakery and candy stores, dairy plants and stores, drug stores, hardware stores, variety stores, gas stations, salvage and recyclers, pet shops, garden centers, industrial manufacturing plants, concrete and asphalt plants				
Total number inspected	30	181	501	607

Equipment and Device Examined	Inspected				Number Not in Compliance			
	Current Month	Quarter	Year to Date	Last Year to Date	Current Month	Quarter	Year to Date	Last Year to Date
Scales and Balances	8	41	451	474	1	1	9	22
Measures (gas pumps and fuel oil truck meters)	27	713	1,027	971	0	23	30	25
Weights	0	0	29	49	0	0	0	0
Total	35	754	1,507	1,494	1	24	39	47

Commodity Report	Current Month	Quarter	Year to Date	Last Year to Date
Total units of product investigated	5,975	34,966	75,394	78,569
Random sample size	798	4,628	11,614	10,531
Total products/units found short weight	115	210	427	2,856
Total products/units found mislabeled	75	98	907	2,177

Price Scanning Inspections	Current Month	Quarter	Year to Date	Last Year to Date
Number of Inspection	1	16	101	117
Number of items scanned	25	525	3,401	3,760
Pricing errors found	0	6	87	105

License Investigations	Quarter	Year to Date	Last Year to Date
Closeout sales	0	0	2
Secondhand dealers	7	10	12
Commercial solicitation	10	26	36
Taxicab	0	7	10
Pet store	0	3	4
Fire wood	0	20	21

APPLETON HEALTH DEPARTMENT QUARTERLY REPORT July-September 2017

Executive Summary

The Health Department's day-to-day activities for the second quarter of 2017 are enumerated in the attached report. The Department continues to work toward fulfilling the goals of our Department, keeping in mind the belief statements that support and enhance our mission statement.

“Plays a vital role assessing and assuring the health needs and trade practices in the community”

August 12, Weights and Measures Specialist, Kevin Grosskreutz, inspected the Appleton Downtown, Inc. Farm Market. Of the 121 vendors inspected, there were two with unapproved scales and four with labeling issues. The overall compliance was very high. Weights and Measures met with vendors in May for the annual vendor information meeting which provides information regarding recent changes in policies. The meeting, which is mandatory to participate in the Farm Market, provides a great foundation for high compliance throughout the Farm Market's summer duration.

Environmentalists Michelle Roberts, RS and Steve Kihl, RS, also had a busy summer working with the Farm Markets. They have had numerous consultations with vendors that were added to the markets after the annual spring training session was held. They also inspected the vendor booths at both Wednesday and Saturday markets.

September 30, City Sealer Eric Maggio conducted Weights and Measures inspections at the 2017 Oktoberfest celebration. There were 27 vendors inspected for Weights and Measures compliance of product labeling and trade practice regulations. Booths selling various items such as prepacked retail food products, herbal soaps and honey products were inspected. These items must be fully labeled and sold either by weight or measure, depending on product type. There were three violations found. The City of Appleton holds 2 mandatory vendor training meetings which provide information relating to trade practices, product labeling, method of sale, and scale information prior to the event.

The Environmental Health section also provided inspections. This year, there were 98 food stand inspections and 7 re-inspections conducted by the Appleton Health Department during License to Cruise and Oktoberfest. Eight food stand inspections were conducted at License to Cruise. Ninety non-profit food stand inspections were conducted at Oktoberfest. Of the 98 stands that were inspected this year, 80 food stands had *no violations* at the times of the inspection (81%). There were a total of 20 violations recorded at 15 food stands during Oktoberfest and 4 violations found at 3 food stands at License to Cruise.

“Provides services to protect and promote the health and well-being of the citizen and consumer”

Public health nursing staff worked with World Relief Fox Valley and various partners in the Appleton community to welcome 12 refugees during the months of July, August and September of 2017.

The 6th Annual Breastfeeding Walk, hosted by the Breastfeeding Alliance Network of Northeast Wisconsin, took place on August 5. The walk started at First United Methodist Church in Appleton. Public health nurses Jess Moyle and Becky Lindberg recognized the Appleton Childcare Centers who achieved Breastfeeding Friendly designation, and there 118 participants at the walk.

“Communicates with the public on health and consumer related issues”

July 27, Health Officer Kurt Eggebrecht presented to Medical College of Wisconsin medical students at the DePere campus. He spoke on how public health at the state and local level interface with medical providers during communicable disease investigations.

August 28, Public Health Nurse Kathleen Sprangers, RN, presented on Immunizations at ThedaCare Regional Medical Center—Appleton’s Mommy and Me group. 13 moms and their babies were in attendance.

September 8, The University of Wisconsin Population Health Institute: School of Medicine and Public Health held an event at the UW Menasha campus titled “Community Health in the Fox Valley: How are Local Groups Sharing what they Know?” Health Officer Eggebrecht, who serves on the UW Population Health Advisory Board, assisted with program planning and speaker selection. The panel included local and state representatives.

“Provides services in a cost effective and efficient manner”

September 11, Appleton Health Department participated in the “140” On-Site Review with the State Department of Health. In addition to department staff, Board of Health members Vered Meltzer, Sally Mielke and Cathy Spears attended. Numerous other community key stakeholders also attended to provide examples of collaborative work. The Wisconsin State Legislature directs the State Department of Health Services to review local health departments every 5 years to determine required services for Level I, II and III local health departments. Chapter DHS 140 specifies the required services for each level. The required services include surveillance, investigation, control and prevention of communicable disease, other disease prevention, health promotion and human health hazard control. There are 86 local health departments in Wisconsin. Currently, 3 are Level I, 50 are Level II and 33 are Level III departments in Wisconsin. Appleton’s review demonstrated a maintenance of Level III, the most comprehensive level of service.

“Develops and evaluates departmental programs, policies and procedures based on community needs and collaborate with community agencies and providers to assess those needs and ensure high quality services”

The Environmental Health State license year runs from July 1 through June 30. This year, Environmental Supervisor Tim Mirkes, RS, made a courtesy contact with all 21 establishments on our late fee list, notifying them that they are delinquent in paying for the Health License by the deadline of June 30. After this date, establishments owe a late fee of \$95.00 on or before July 14 in order to remain open for business. Mirkes also made courtesy contacts to the 7 establishments that were on the Finance HOLD list. This year, no establishments were closed on July 15 for operating without a valid license.

On August 10, the City of Menasha Health Department and the City of Appleton Health Department worked together on a real world emergency. The freezers that hold vaccine in Menasha went down. Menasha acted by enacting their emergency plan. That plan included storing the vaccine at the Appleton Health Department. The event was noted by both health officers as successful, due in part to an exercise conducted the week prior. Preparedness Coordinator Daniel Kane wrote the After Action Report and submitted it to the state.

Daniel Kane also hosted a Public Health Preparedness Partnership meeting in Appleton on August 15. The meeting offered a chance to go over the new 5 year agreement with the CDC and the contract objectives associated with that grant. It was also a chance for Daniel to lay out his vision of a new public health emergency plan. It was met with full support by the group.

The Appleton Health Department Immunization Program completed the required Vaccines for Children Program Site Visit on August 22. No compliance issues were found during the audit.

August 28, several department directors, including Dean Gazza, Paula Vandehey, Ronald McDonald, Karen Harkness and Kurt Eggebrecht participated in The Legacy Community Alliance for Health Project: Health in all Policies. This initiative is sponsored and supported by The League of Wisconsin Municipalities, Wisconsin Counties Association, UW Extension, UW Population Health and Wisconsin Legacy Communities.

This quarter, Public Health Nurse Supervisor Sonja Jensen and Health Officer Kurt Eggebrecht assisted Colton Wiesner, a second year medical student from Medical College of Wisconsin, with the development of a physician survey on Lyme's Disease in Northeast Wisconsin. This survey has been sent throughout Northeast Wisconsin.

“Professional staff works together as a cohesive team by cooperating, communicating and supporting each other to achieve departmental and individual goals”

This quarter, staff participated in several training opportunities including:

August 8, Public health Nurses Sue Larson and Becky Lindberg attended the quarterly consultation with the State Refugee Program at Oshkosh West High School.

August 10 and 11, Public Health Nurse Supervisor Sonja Jensen, Environmental Health Supervisor Tim Mirkes and Health Officer Kurt Eggebrecht participated in the Incident Command System (ICS) 300 Level Course.

August 24, Public Health Nurse Jess Moyle attended the Wisconsin Breastfeeding Coalition Annual Summit in Marshfield, Wisconsin. The theme of the 2017 Summit was “Stronger Together”.

September 5 and 6, Public Health Nurse Supervisor Sonja Jensen, Environmental Health Supervisor Tim Mirkes, City Sealer Eric Maggio and Health Officer Kurt Eggebrecht participated in the Incident Command System (ICS) 400 Level Course.

September 19, Emergency Preparedness Coordinator Daniel Kane participated in an ingestion exercise related to an emergency at Point Beach Nuclear Power Plant. The exercise presented a scenario in which the plant had somehow released nuclear radiation. Daniel coordinated with Calumet County Emergency Management on the scenario. Key factors that were looked at were evacuation routes, food contamination and general security of affected areas.

September 27, Public Health Nurse Supervisor Sonja Jensen attended the Northeast Region Wisconsin Immunization Registry user group meeting in Fond du Lac.

September 28, Public Health Nurse Supervisor Sonja Jensen attended the Wisconsin State Lab of Hygiene meeting in Kimberly.

This quarter, Public Health Emergency Preparedness Coordinator Daniel Kane became a member of the State “Public Health Emergency Preparedness Plans Workgroup”. This workgroup’s main focus is to update current emergency plans and documents used by public health agencies in emergencies. Daniel’s goal is to have a public health emergency plan for the City of Appleton that is the most current, best aligned with State partners and contains today’s best practices.

Encourages the individual to share the responsibility for their health and the health of their family”

August 28, an awards celebration was held at Green Gecko for moms and kids who participated in the Bike Bingo event sponsored by the Health Department this summer. This was a collaborative project with The Wisconsin Bike Federation. The goals were to educate on bike safety and to encourage moms with young children to participate in Saturday group rides. Local retailers donated gifts to those who complete the bingo card.

Respectfully submitted,

Kurt Eggebrecht, M.Ed., MCHES
Health Officer

HEALTH DEPARTMENT
Third Quarter Review
All Figures Through Sept. 30, 2017

Significant 2017 Events:

See 2017 Quarterly Reports

Performance Data:

Administration 3rd Quarter						
Program	Criteria	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Target 2017
ADMIN	Client Benefit					
Train Staff	Benefit #1: Training request/ reviewed/ approved	100%	100%	100%	100%	100%
Safe Work	Benefit #2: # unresolved safety issues	0	0	0	0	0
Level III Health Dept	Outcome #1: # of unresolved issues	0	0	0	0	0
Internal Advancement	Outcome #2: % vacancies filled from within	100%	100%	100%	100%	100%
Training	Output #1: Hours of training/employee	41	36	41	31	40
Staff Assessments	Output #2: % completed on time	100%	100%	100%	100%	100%
Collaboration with Health Care Partners	Output #3: # of meetings	148	137	151	108	140
Prepare Annual Report	Output #4: Complete by 120th day of following year	4/24	4/30	4/21	4/21	4/25

Nursing 3rd Quarter

Program	Criteria	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Target 2017
Client Benefits/Impacts						
TB Disease Resolved	Benefit #1: Three negative tests/ complete treatment/ + clinical status	1 resolved and 1 moved out of jurisdiction	(3 Total) 1 - in treatment 1 - in process 1 - moved out of jurisdiction	(2 Total) 1 - in treatment 1 - resolved	(2 Total) 1 -moved out of jurisdiction 1 - in treatment	100%
Occupational Health	Benefit #2: TB testing and training	100%	100%	100%	100%	100%
Strategic Outcomes						
Epi-linked TB Cases	Outcome #1: # of cases	0	0	0	0	0
Increase Vaccine Coverage	Outcome #2: % school age children vaccinated	99.0%	99.7%	99%	In Process	99%
COM Regulations	Outcome #3: % of required participants	100%	100%	100%	100%	100%
Work Process Outputs						
Case Management of TB	Output #1: # of home visits	270	152	426	146	100
TB Skin Test	Output #2: # of TB skin tests	104	103	101	69	90

Environmental 3rd Quarter

Program	Criteria	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Target 2017
Client Benefits/Impacts						
Fair and Consistent Inspection	Benefit #1: Positive triennial survey results	98.5	100%	TBD	TBD	97%
Health Hazards	Benefit #2: Identified and corrected inspection reports	100%	100%	100%	100%	100%
Strategic Outcomes						
Voluntary Compliance Improved	Outcome #1: # of critical violations	321	396	449	352	375
Human Cases of Rabies	Outcome #2: # of cases	0	0	0	0	0
Foodborne Outbreaks	Outcome #3: # of outbreaks related to special events	0	0	0	0	0
Foodborne Outbreaks	Outcome #4: # of food establishment linked outbreaks	0	0	0	0	0
Work Process Outputs						
Annual Inspection & Follow-ups	Output #1: # of inspections	540	548	501	449	540
Annual Inspection & Follow-ups	Output #2: # of follow up inspections	109	112	114	96	120
Response to Complaints	Output #3: # of complaints/follow ups	145/63	105/43	26/26	60/46	135/75
Response to Complaints	Output #4: % completed within 3 days	99.0%	100%	100%	100%	99%
Animal Bite Complaints	Output #5: % response within 4 hours	100%	100%	100%	100%	100%
Education Sessions for Non-profits	Output #6: # of vendors participating	384	368	84	72	350

Weights & Measures 3rd Quarter

Program	Criteria	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Target 2017
Client Benefits/Impacts						
Reduce Price Scanning Errors	Benefit #1: % error trend reporting compliance (over charges)	98.8%	99.1%	98.8%	98.4%	99.0%
Accurate Product Labeling	Benefit #2: Positive triennial consumer survey	100.0%	100.0%	10000.0%	In Process 4th Quarter	100.0%
Accurate Measuring Devices	Benefit #3: % of devices that measure accurately	96.7%	94.2%	96.7%	97.7%	95.0%
Strategic Outcomes						
System of Price Control	Outcome #1: % error trend reporting compliance (undercharges)	98.3%	97.9%	98.4%	99.0%	98.0%
Short Weight & Misabeled Measured Sales	Outcome #2: % error trend reporting compliance	90.0%	95.8%	92.2%	88.5%	96.0%
Public Confidence in System Integrity	Outcome #3: Triennial consumer survey response	99.6%	100.0%	100.0%	In Process 4th Quarter	99.0%
Work Process Outputs						
Price Scanning Inspection	Output #1: # of annual inspections	135	145	142	101	125
Commodity Inspections	Output #2: # of inspections	12,903	13,431	12,956	11,614	12,000
Device Inspections	Output #3: # of inspections	1,823	1,794	1,764	1,507	1,750

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City of Appleton
Health Department
Summary Budget to Actual Report
For the Nine Months Ending September 30, 2017

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Description	Year to Date Expense	Full Year Amended Budget	Percent of Amended Budget
Health Department			
Health Administration	104,018	155,153	67.0 %
Public Health Nursing	320,867	468,100	68.5 %
Environmental Health	241,604	350,216	69.0 %
Weights & Measures	141,614	205,761	68.8 %
Total	808,103	1,179,230	68.5 %
Health Grants			
2010 Tobacco Control Grant	0	0	.0 %
2011 MCH Grant	31,402	42,760	73.4 %
2012 Primary Care Grant	0	0	.0 %
2013 Prevention Grant	7,902	0	.0 %
2014 Lead Grant	4,860	9,935	48.9 %
2015 Immunization	26,731	27,487	97.2 %
2016 Outrch for Med. Assist.	0	0	.0 %
2017 WCCCP Grant	0	0	.0 %
2018 Bioterrorism Grant	50,166	99,437	50.5 %
2019 TB Lookback Grant	0	0	.0 %
Total	121,061	179,619	67.4 %

CITY OF APPLETON 2018 BUDGET

**HEALTH GRANTS
SPECIAL REVENUE FUNDS**

Public Health Officer: Kurt D. Eggebrecht

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

HEALTH GRANTS

MISSION STATEMENT

It is the mission of the Appleton Health Department to safeguard the environment, promote public health and protect the consumers in the community by providing high quality services responsive to the needs of the people.

DISCUSSION OF SIGNIFICANT 2017 EVENTS

Maternal/Child Health (MCH) Grant

This grant's objectives require a systems approach using the Life Course Model. Focus areas include: networks of early childhood services addressing family support, child development, mental health, safety and injury prevention, child death review team and fetal infant mortality review team implementation on a local level.

Prevention Grant

This grant supports the development, printing and placement of "points of decision prompts" throughout the entire network of City owned parking ramps. These signs of encouragement promote the use of stairs as a way to improve physical activity. Funds were also used to support staff participation in training.

Vaccine Improvement Plan Grant

These grant dollars support our goal of having more than 90% of Appleton children aged 19-35 months receive age appropriate immunizations. This grant also supports the Northeast Wisconsin Immunization Coalition, a regional effort which strives to increase immunization rates in the Fox Valley area.

Centers for Disease Control and Prevention (CDC) Lead Poisoning Prevention Grant

Department staff worked with the Community Development Block Grants Administrator to coordinate with the Appleton Housing Rehabilitation, Housing Partnership and Housing Authority to identify families whose pre-1950 homes are being rehabilitated. Our goal this year is ten pre-1950 housing units located in the City will be made lead safe. Nursing staff works with families to minimize and prevent lead poisoning of children through follow-up of cases of elevated blood lead and prevention education.

Bioterrorism/Public Health Preparedness Grant

This grant supports training to deal with the effects of bioterrorism. Appleton provides staff support for the Northeast Wisconsin Public Health Preparedness Partnership Consortium. Several area health departments contract with Appleton to provide shared service opportunities including Waushara, Marquette and Green Lake Counties and the City of Menasha.

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

HEALTH GRANTS

MAJOR 2018 OBJECTIVES

Maternal Child Health (MCH) Grant

Provide maternal and child health program services to Appleton residents.

CDC Lead Poisoning Prevention Program Grant

Reduce the incidence of childhood blood lead poisoning through intervention and education.

Vaccine Improvement Plan Grant

Ensure that 91% of all two year olds served by the department will have completed their primary vaccine series.

Bioterrorism/Public Health Preparedness Grant

Provide plan development and training opportunities for public health staff and key community leaders and first responders.

DEPARTMENT BUDGET SUMMARY							
Programs		Actual		Budget			% Change *
Unit	Title	2015	2016	Adopted 2017	Amended 2017	2018	
Program Revenues		\$ 188,336	\$ 189,765	\$ 157,260	\$ 179,144	\$ 153,103	-2.64%
Program Expenses							
2011	MCH Grant	39,633	42,136	42,760	38,677	38,677	-9.55%
2013	Prevention Grant	7,139	7,300	-	7,902	-	N/A
2014	CDC Lead Grant	9,414	9,350	9,935	9,808	9,808	-1.28%
2015	Vaccine Improvement	27,273	27,259	27,487	32,854	27,531	0.16%
2018	Bioterrorism Grant	111,726	94,190	99,437	89,903	77,087	-22.48%
	Discontinued Programs	25	1,247	-	-	-	N/A
TOTAL		\$ 195,210	\$ 181,482	\$ 179,619	\$ 179,144	\$ 153,103	-14.76%
Expenses Comprised Of:							
	Personnel	167,919	148,644	150,287	127,810	109,211	-27.33%
	Administrative Expense	12,873	15,464	14,390	29,792	14,269	-0.84%
	Supplies & Materials	8,266	10,237	8,156	9,389	22,422	174.91%
	Purchased Services	5,283	6,513	5,906	11,273	6,401	8.38%
	Utilities	869	624	880	880	800	-9.09%
	Repair & Maintenance	-	-	-	-	-	N/A
	Capital Expenditures	-	-	-	-	-	N/A
Full Time Equivalent Staff:							
	Personnel allocated to programs	1.66	1.46	1.54	1.29	1.29	

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - MCH Grant

Business Unit 2011

PROGRAM MISSION

The Maternal Child Health (MCH) grant program ensures universal access to MCH public health services for eligible Appleton residents.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures."

Objectives:

Work with community partners to build an integrated system that promotes optimal physical, social, emotional and developmental health of children, mothers, fathers and their families.

Participate in Outagamie County child death review teams and Fox Valley safe kids coalition to address prevention of injuries and death identified through reviews.

Major changes in Revenue, Expenditures or Programs:

In 2017, we began to align these grant funds to also support breastfeeding friendly environments.

PERFORMANCE INDICATORS

	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Target 2017</u>	<u>Projected 2017</u>	<u>Target 2018</u>
Client Benefits/Impacts					
Access to prenatal care # of women served	21	24	12	12	15
Strategic Outcomes					
Reduce # of deaths of children from birth to 1 due to unsafe sleep environments # of infant / toddler deaths	1	0	0	0	0
Work Process Outputs					
# of clients served who receive ages and stages assessment and education	23	20	24	24	20
Attend community meetings	100%	100%	100%	100%	100%

**CITY OF APPLETON 2018 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - MCH Grant

Business Unit 2011

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4225 Health Grants & Aids	\$ 36,227	\$ 47,595	\$ 42,760	\$ 38,677	\$ 38,677
	<u>\$ 36,227</u>	<u>\$ 47,595</u>	<u>\$ 42,760</u>	<u>\$ 38,677</u>	<u>\$ 38,677</u>
Expenses					
6101 Regular Salaries	\$ 5,056	\$ 4,525	\$ 4,954	\$ 4,954	\$ 5,029
6108 Part-Time	26,921	26,552	25,206	25,206	25,454
6150 Fringes	4,995	5,676	4,047	4,047	3,752
6201 Training/Conferences	758	451	2,135	500	560
6202 Local Auto Expense	284	267	300	300	300
6324 Medical/Lab Supplies	444	2,242	4,060	1,612	1,082
6431 Interpreter Services	1,175	2,423	2,058	2,058	2,500
	<u>\$ 39,633</u>	<u>\$ 42,136</u>	<u>\$ 42,760</u>	<u>\$ 38,677</u>	<u>\$ 38,677</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

**CITY OF APPLETON 2018 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - Prevention Grant

Business Unit 2013

PROGRAM MISSION

Provide accurate, meaningful public health data to the Board of Health and Common Council for effective needs assessment and program management and evaluation.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 1: "Prompt delivery of excellent services."

Objectives:

This grant supports the development, printing and placement of "points of decision prompts" throughout the entire network of City owned parking ramps. These signs of encouragement promote the use of stairs as a way to improve physical activity. Funds were also used to support our ongoing efforts of Weight of the Fox Valley with the United Way.

Major Program Changes:

Funding is not always guaranteed. If funding is awarded, a budget adjustment will be requested.

PERFORMANCE INDICATORS

Actual 2015 Actual 2016 Target 2017 Projected 2017 Target 2018

No performance indicators are prepared based on the uncertainty of the funding.

**CITY OF APPLETON 2018 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - Prevention Grant

Business Unit 2013

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4225 Health Grants & Aids	\$ 7,139	\$ 7,300	\$ -	\$ 7,902	\$ -
	<u>\$ 7,139</u>	<u>\$ 7,300</u>	<u>\$ -</u>	<u>\$ 7,902</u>	<u>\$ -</u>
Expenses					
6201 Training/Conferences	6,196	7,300	-	7,902	-
6404 Consulting Services	943	-	-	-	-
	<u>\$ 7,139</u>	<u>\$ 7,300</u>	<u>\$ -</u>	<u>\$ 7,902</u>	<u>\$ -</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - CDC Lead Grant

Business Unit 2014

PROGRAM MISSION

Provide lead poisoning prevention services to high-risk children in the City of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures."

Objectives:

The Lead Poisoning Prevention Program is intended to:

- Assure screening for elevated blood lead levels in children at risk for lead poisoning.
- Decrease identified lead hazards in the environment.
- Increase awareness of lead poisoning, prevention and control among community stakeholders.
- Link lead poisoned children and families to appropriate medical, housing and support services.

Major changes in Revenue, Expenditures or Programs:

No major changes.

PERFORMANCE INDICATORS

	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Target 2017</u>	<u>Projected 2017</u>	<u>Target 2018</u>
Client Benefits/Impacts					
Treatment for elevated blood levels					
Children with elevated blood lead levels (EBLs) will show a progressive decline in blood lead levels in the 12 months following home visit	100%	100%	100%	100%	100%
Strategic Outcomes					
Decrease the incidence of elevated blood lead levels (EBLs)					
# of EBLs >19	1	2	3	3	3
# of EBLs 10 -19	3	5	4	4	4
Work Process Outputs					
Children with EBLs will be contacted with test results, recommendations for further screening and information on lead hazard reduction					
# of environmental inspections/ educational sessions	15	19	25	25	25

**CITY OF APPLETON 2018 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - CDC Lead Grant

Business Unit 2014

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4225 Health Grants & Aids	\$ 9,175	\$ 8,415	\$ 9,935	\$ 9,808	\$ 9,808
	<u>\$ 9,175</u>	<u>\$ 8,415</u>	<u>\$ 9,935</u>	<u>\$ 9,808</u>	<u>\$ 9,808</u>
Expenses					
6101 Regular Salaries	\$ 7,987	\$ 6,624	\$ 8,490	\$ 8,381	\$ 8,381
6108 Part-Time	-	-	-	-	-
6150 Fringes	1,280	1,083	1,445	1,427	1,427
6201 Training & Conferences	147	40	-	-	-
6320 Printing & Reproduction	-	26	-	-	-
6324 Medical / Lab Supplies	-	1,441	-	-	-
6431 Interpreter Services	-	136	-	-	-
	<u>\$ 9,414</u>	<u>\$ 9,350</u>	<u>\$ 9,935</u>	<u>\$ 9,808</u>	<u>\$ 9,808</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Vaccine Improvement Grant

Business Unit 2015

PROGRAM MISSION

Provide immunization to children from the ages of 2 months to 18 years, without barriers, in order to prevent disease. In addition, these resources are used to provide outreach and education.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures."

Objectives:

The department's immunization program is expected to administer vaccines primarily to children from 2 months through 18 years of age and assist in developing the immunization infrastructure necessary to raise immunization levels and prevent vaccine preventable diseases such as diphtheria, tetanus, pertussis, polio, measles, mumps, rubella, haemophilus influenza B, varicella, rotavirus, hepatitis B, hepatitis A and bacterial meningitis.

Major changes in Revenue, Expenditures or Programs:

In 2017, we received an additional \$5,323 for HPV vaccines and public awareness.

PERFORMANCE INDICATORS

	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Target 2017</u>	<u>Projected 2017</u>	<u>Target 2018</u>
Client Benefits/Impacts					
Immunization rate @ 24 months of age					
% @ 24 months immunized	81%	81%	80%	80%	90%
Strategic Outcomes					
Minimize the incidence of vaccine preventable disease in children 1 - 18 years of age					
# of cases	5	15	18	18	18
# cases statewide	243	394	450	450	450
Work Process Outputs					
Internal case audit by 2/15	2/15/2015	2/15/2016	2/15/2017	2/15/2017	2/15/2018
# of tracking contacts	1,572	1,469	1,500	1,500	1,500

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Vaccine Improvement Grant

Business Unit 2015

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4225 Health Grants & Aids	\$ 24,041	\$ 31,018	\$ 27,487	\$ 32,854	\$ 27,531
	<u>\$ 24,041</u>	<u>\$ 31,018</u>	<u>\$ 27,487</u>	<u>\$ 32,854</u>	<u>\$ 27,531</u>
Expenses					
6101 Regular Salaries	\$ 14,660	\$ 19,212	\$ 19,393	\$ 19,393	\$ 19,687
6150 Fringes	2,348	3,141	2,950	2,950	2,727
6201 Training & Conferences	-	220	100	100	300
6324 Medical / Lab Supplies	7,623	1,278	1,696	1,696	1,416
6324 Interdepartmental Charges	-	-	-	5,323	-
6430 Health Services	151	131	300	300	250
6431 Interpreter Services	2,491	3,277	3,048	3,092	3,151
	<u>\$ 27,273</u>	<u>\$ 27,259</u>	<u>\$ 27,487</u>	<u>\$ 32,854</u>	<u>\$ 27,531</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Bioterrorism Grant

Business Unit 2018

PROGRAM MISSION

Provide a regional approach to all hazard emergency preparedness. Appleton provides staff support to the NEW (Northeast Wisconsin) Public Health Preparedness Partnership, comprised of Appleton and four area health departments.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "Encourage active community participation and involvement."

Objectives:

To prepare and train for public health emergencies which may result from terrorist activity or naturally occurring events such as an influenza pandemic.

Prepare response plans which integrate and complement local emergency operations plans (EOP) or emergency support functions (ESF).

Establish and maintain 24/7 response capacity.

Encourage and support a regional response to communicable disease prevention, response and recovery.

Major changes in Revenue, Expenditures or Programs:

In an effort to pursue collaborative and cooperative agreements to meet the needs of the community, we maintained agreements with several communities. The grant period is from July 2017 - June 2018. We have received contracts from Marquette (\$6,000), Waushara (\$6,000), and Green Lake (\$6,000) counties and the City of Menasha (\$6,000). It is also assumed these contracts will be renewed in July 2018, provided there is no change in State and Federal funding. Revenue decreased in 2016 due to Winnebago and Manitowoc Counties not renewing their contracts. A new Preparedness Coordinator was hired in early 2017; due to the decrease in contracts, the position was reduced from full-time to .75 FTE.

In addition, the department received a one-time increase in funding in 2017 (\$1,500) for Ebola planning and response, (\$7,635) for PHEP conference and training and (\$3,681) for our main preparedness grant. These were used to offset the cost of salary, fringe benefits, supplies and training during 2017.

PERFORMANCE INDICATORS

	Actual 2015	Actual 2016	Target 2017	Projected 2017	Target 2018
Client Benefits/Impacts					
# of trainings available	12	12	13	13	12
Strategic Outcomes					
Active regional coalition					
# of meetings / year	5	5	6	6	5
Work Process Outputs					
% of coalition meetings attended	100%	100%	100%	100%	100%

CITY OF APPLETON 2018 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Bioterrorism Grant

Business Unit 2018 - Subledger 1506

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4225 Health Grants & Aids	\$ 59,569	\$ 70,190	\$ 53,078	\$ 65,903	\$ 53,087
4801 Charges for Serv. - Nontax	52,160	24,000	24,000	24,000	24,000
	<u>\$ 111,729</u>	<u>\$ 94,190</u>	<u>\$ 77,078</u>	<u>\$ 89,903</u>	<u>\$ 77,087</u>
Expenses					
6101 Regular Salaries	\$ 76,663	\$ 57,337	\$ 58,514	\$ 56,919	\$ 37,216
6150 Fringes	28,006	24,494	25,288	4,533	5,538
6201 Training\Conferences	4,961	6,716	10,000	19,135	10,489
6202 Local Auto Expense	-	-	935	935	1,500
6206 Parking Permits	462	470	420	420	420
6301 Office Supplies	65	-	500	500	700
6316 Miscellaneous Supplies	-	-	1,500	1,500	1,500
6320 Printing & Reproduction	200	-	600	600	600
6324 Medical / Lab Supplies	-	-	300	3,981	3,324
6327 Miscellaneous Equipment	-	4,050	-	-	14,500
6401 Accounting\Audit	500	500	500	500	500
6413 Utilities	869	623	880	880	800
	<u>\$ 111,726</u>	<u>\$ 94,190</u>	<u>\$ 99,437</u>	<u>\$ 89,903</u>	<u>\$ 77,087</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

Description	2015 Actual	2016 Actual	2017 YTD Actual	2017 Adopted Budget	2017 Amended Budget	2018 Requested Budget	2018 Adopted Budget
REVENUES							
Intergovernmental Revenues	136,176	165,765	168,658	133,260	133,260	137,632	129,103
Charges for Services	52,160	24,000	22,500	24,000	24,000	24,000	24,000
TOTAL REVENUES	188,336	189,765	191,158	157,260	157,260	161,632	153,103
EXPENSES BY LINE ITEM							
Regular Salaries	92,345	78,745	48,371	91,351	91,351	70,551	70,313
Part-Time	26,921	26,552	20,365	25,206	25,206	25,454	25,454
Vacation Pay	12,023	8,953	3,024	0	0	0	0
Fringes	36,630	34,395	12,987	33,730	33,730	13,561	13,444
Salaries & Fringe Benefits	167,919	148,645	84,747	150,287	150,287	109,566	109,211
Training & Conferences	12,274	14,936	14,436	12,235	12,235	19,100	11,349
Local Auto Expense	72	58	535	1,235	1,235	1,800	1,800
Parking Permits	462	470	535	420	420	420	420
Office Supplies	65	0	0	500	500	200	700
Administrative Expense	12,873	15,464	15,506	14,390	14,390	21,520	14,269
Miscellaneous Supplies	0	0	4,940	1,500	1,500	1,500	1,500
Printing & Reproduction	200	26	0	600	600	600	600
Medical & Lab Supplies	8,066	4,960	6,694	6,056	6,056	5,600	5,822
Miscellaneous Equipment	0	5,251	0	0	0	15,689	14,500
Supplies & Materials	8,266	10,237	11,634	8,156	8,156	23,389	22,422
Accounting/Audit	500	500	0	500	500	500	500
Consulting Services	943	0	0	0	0	0	0
Other Interfund Charges	0	0	3,744	0	0	0	0
Health Services	175	177	0	300	300	250	250
Interpreter Services	3,665	5,836	3,860	5,106	5,106	5,607	5,651
Purchased Services	5,283	6,513	7,604	5,906	5,906	6,357	6,401
Telephone	219	221	298	440	440	300	300
Cellular Telephone	650	402	342	440	440	500	500
Utilities	869	623	640	880	880	800	800
Repair & Maintenance	0	0	0	0	0	0	0
Capital Expenditures	0	0	0	0	0	0	0
TOTAL EXPENSES	195,210	181,482	120,131	179,619	179,619	161,632	153,103
	=====	=====	=====	=====	=====	=====	=====

CITY OF APPLETON 2018 BUDGET
HEALTH GRANTS
SPECIAL REVENUE FUNDS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

Revenues	2015 Actual	2016 Actual	2017 Budget	2017 Projected	2018 Budget
Intergovernmental	\$ 136,176	\$ 165,765	\$ 133,260	\$ 155,144	\$ 129,103
Charges for Service	52,160	24,000	24,000	24,000	24,000
Total Revenues	<u>188,336</u>	<u>189,765</u>	<u>157,260</u>	<u>179,144</u>	<u>153,103</u>
Expenses					
Program Costs	195,210	181,482	179,619	173,706	153,103
Total Expenses	<u>195,210</u>	<u>181,482</u>	<u>179,619</u>	<u>173,706</u>	<u>153,103</u>
Revenues over (under)					
Expenses	(6,874)	8,283	(22,359)	5,438	-
Fund Balance - Beginning	<u>(6,847)</u>	<u>(13,721)</u>	<u>(5,438)</u>	<u>(5,438)</u>	<u>-</u>
Fund Balance - Ending	<u>\$ (13,721)</u>	<u>\$ (5,438)</u>	<u>\$ (27,797)</u>	<u>\$ -</u>	<u>\$ -</u>

<p align="center">CITY OF APPLETON 2018 BUDGET SPECIAL REVENUE FUNDS</p>	
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CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Public Health Officer: Kurt D. Eggebrecht

CITY OF APPLETON 2018 BUDGET HEALTH DEPARTMENT

MISSION STATEMENT

The mission of the Appleton Health Department is to safeguard the environment, promote public health, and protect consumers in the community by providing high quality services responsive to the needs of the people. Our belief is that prevention is the most effective public health strategy.

DISCUSSION OF SIGNIFICANT 2017 EVENTS

In 2017, staff responded to several emerging health issues in the community. Zika virus education was a focus as it impacts pregnancy and contributes to birth defects. We also responded to new pertussis (whooping cough) cases. The department also continued to provide directly observed therapy to residents who have active or latent TB.

The department's public health preparedness staff continued to provide technical and staff support to several communities including Green Lake, Marquette, Waushara counties and the City of Menasha for these shared services. Working together brings value through regional planning and response capacity.

Staff continues to collaborate with representatives from local hospital-based health care providers including; Aurora, Children's Hospital of the Fox Valley, Ministry Health Care, and Thedacare, as well as Fox Valley health departments including those in Calumet, Outagamie and Winnebago counties and the City of Menasha. This collaboration has led to the use of the behavioral risk factor surveillance survey to track trends in lifestyle related to illness. In 2017, we addressed both the hospital and health department requirements of the Affordable Care Act. Together, we collaborated on comprehensive community health needs assessments and in 2018 we will summarize these results and identify strategies for improvement and implementation plans.

The East Central Weights and Measures Consortium, administered by the Appleton Health Department, continues to provide contracted services in the Cities of Berlin, Kaukauna, New London, Ripon and Waupaca and the Villages of Ashwaubenon, Kimberly and Little Chute. In 2017, we increased the number of service days to reflect the growing number of businesses in these communities.

Staff recognize their role as a collaborative one within the community. Staff participates in more than three dozen different agency boards, community and professional organizations. This cooperation is critical to identify and address local and Statewide health and environmental issues. Special emphasis in 2017 has been on our most vulnerable populations including the homeless and victims of abuse. For example, department staff supported the successful Butterfly Festival held in June which raised more than \$75,000 for Parent Connections which provides child abuse prevention services.

By the end of the year we anticipate that our department will have welcomed 75 new refugees to Appleton. Public health nurses reviewed medical records and made arrangements for a medical home. Additional public health services were provided as determined necessary. The department received compensation for the initial screening and referral through a State contract.

Staff serve in a leadership role on the tri-county Weight of the Fox Valley project. In 2017, we collaborated with local health care systems to utilize electronic medical records to better identify the health impact on our community as we strive to achieve and maintain healthy weights at every age.

CITY OF APPLETON 2018 BUDGET HEALTH DEPARTMENT

MAJOR 2018 OBJECTIVES

In 2018, we anticipate receiving more new refugees to Appleton. Our public health role will continue to be assisting in the initial health review of medical records, find medical homes for these families and respond to public health services as necessary. We anticipate welcoming individuals and families through this process and continue to support them by collaborating with Fox Cities based agencies to meet their unique social and health needs.

The Weight of the Fox Valley project will continue to be an area of focus. The Health Department staff serves in a leadership role and supports the vision of a community that achieves and maintains a healthy weight at every age. Unhealthy weight contributes to five of the ten leading causes of death in Appleton, including heart disease, type 2 diabetes, cancer and stroke. More than three in ten children and adolescents, and more than two of every three adults, are clinically at risk of premature illness due to this condition. In 2018 and beyond, our department will collaborate with community partners to implement community intervention strategies to slow this trend.

As a department, we place a high value on our collaborative partnerships throughout the region and will continue to strengthen these existing relationships. Examples of these partnerships where department staff provide a leadership role includes the East Central Weights and Measures Consortium, Northeast Wisconsin Immunization Coalition, Lactation Coalition, Fox Valley Healthcare Coalition, Northeast Wisconsin Public Health Preparedness Partnership and Fox Valley Community Health Improvement Coalition to name a few.

Public health preparedness issues will continue to be a priority for the department. This planning will take an all hazards approach, meaning this response planning can be applied to a variety of public health challenges the City may face. Re-emerging communicable diseases like TB, vaccine preventable illnesses such as measles, pertussis and mumps and sexually transmitted diseases such as syphilis will remain a priority for the department. We will continue to strengthen our disease surveillance and communication with local health care partners. Emerging illnesses like zika virus have resulted in an awareness of the need for a global surveillance and planning effort locally.

Public Health accreditation is a voluntary program that measures the degree to which state, local, tribal, and territorial health departments meet nationally recognized standards and measures. The standards are set by a Public Health Accreditation Board (PHAB), a non-profit accrediting body for national public health accreditation. Their mission is to promote and protect the health of the public by advancing the quality and performance of all health departments in the United States. In 2018, our department will work towards maintaining the status of accreditation-ready in the event this becomes a mandatory requirement in the future.

DEPARTMENT BUDGET SUMMARY							
Programs		Actual		Budget			%
Unit	Title	2015	2016	Adopted 2017	Amended 2017	2018	Change *
Program Revenues		\$ 359,764	\$ 285,035	\$ 287,741	\$ 287,741	\$ 287,900	0.06%
Program Expenses							
12510	Administration	131,602	154,404	154,509	155,153	158,037	2.28%
12520	Nursing	504,589	485,813	465,614	468,100	477,800	2.62%
12530	Environmental Health	323,656	345,608	348,727	350,216	359,812	3.18%
12540	Weights & Measures	189,339	189,842	204,116	205,761	204,668	0.27%
TOTAL		\$ 1,149,186	\$ 1,175,667	\$ 1,172,966	\$ 1,179,230	\$ 1,200,317	2.33%
Expenses Comprised Of:							
Personnel		1,070,767	1,086,079	1,078,451	1,084,715	1,110,049	2.93%
Administrative Expense		15,149	15,655	17,165	17,165	17,350	1.08%
Supplies & Materials		13,017	11,586	14,950	14,950	13,850	-7.36%
Purchased Services		29,663	40,419	34,300	34,300	34,300	0.00%
Utilities		5,327	5,207	5,920	5,920	5,880	-0.68%
Repair & Maintenance		15,263	16,721	22,180	22,180	18,888	-14.84%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		12.55	12.25	11.95	11.95	11.95	

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Administration

Business Unit 12510

PROGRAM MISSION

Through management activities, enforcement, and collaboration, the Health Officer assures public health services to the City of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 1: "Prompt delivery of excellent services."

Objectives:

Provide long range planning, policy development, fiscal supervision, personnel management and general clerical support to program areas.

Enforce local and state laws regarding public health and consumer issues.

Collaborate with community health care providers and agencies to improve the public's health and well-being.

Major Changes in Revenue, Expenditures or Programs:

No major changes

PERFORMANCE INDICATORS

	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Target 2017</u>	<u>Projected 2017</u>	<u>Target 2018</u>
Client Benefits/Impacts					
Trained staff					
% of staff adequately trained	100%	100%	100%	100%	100%
Safe workplace					
# unresolved safety issues	0	0	0	0	0
Strategic Outcomes					
Full service health dept. *					
Level III identification:					
# of outstanding issues	0	0	0	0	0
Work Process Outputs					
Training					
Hours of training per employee	36	41	40	40	40
Staff assessments					
% done within 10 days of due date	100%	100%	100%	100%	100%
Collaboration with health care providers					
# meetings	137	151	140	140	140
Prepare annual report					
Completed by 120th day of following year	4/30/2015	4/21/2016	4/25/2017	4/25/2017	4/25/2018

*Each health department in the State is evaluated annually for quality standards and level of service provided.
Level III is the highest level of service/quality.

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Administration

Business Unit 12510

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4801 Charges for Serv. - Nontax	\$ -	\$ -	\$ 40	\$ 40	\$ 40
Total Revenue	\$ -	\$ -	\$ 40	\$ 40	\$ 40
Expenses					
6101 Regular Salaries	\$ 94,159	\$ 111,099	\$ 110,074	\$ 110,635	\$ 112,840
6150 Fringes	27,325	33,889	32,950	33,033	34,762
6201 Training\Conferences	1,678	1,013	1,500	1,500	1,300
6206 Parking Permits	1,032	768	780	780	780
6301 Office Supplies	1,436	1,326	1,500	1,500	1,500
6303 Memberships & Licenses	1,733	1,733	2,000	2,000	2,000
6305 Awards & Recognition	210	66	195	195	195
6307 Food & Provisions	241	279	260	260	260
6316 Miscellaneous Supplies	328	453	500	500	500
6320 Printing & Reproduction	2,409	2,392	2,500	2,500	2,500
6327 Miscellaneous Equipment	-	431	700	700	200
6413 Utilities	1,051	955	1,300	1,300	1,200
6418 Equip Repairs & Maint.	-	-	250	250	-
Total Expense	\$ 131,602	\$ 154,404	\$ 154,509	\$ 155,153	\$ 158,037

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Public Health Nursing

Business Unit 12520

PROGRAM MISSION

The nursing program prevents disease and promotes health through epidemiology, collaboration, consultation, assessment, intervention and case management to citizens and health care providers of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "Continually assess trends affecting the community and proactively respond", #6: "Create opportunities and learn from successes and failures."

Objectives:

Prevent the occurrence and spread of disease in the community through disease investigation, intervention, and partner notification; immunization against vaccine preventable diseases; investigation of elevated childhood blood lead levels; data collection; coordination with other area providers and the State; and public education.

Promote citizen health through assessment, intervention, case management and education for high risk families and adults.

Major Changes in Revenue, Expenditures or Programs:

Case management of TB client's home visits increased in 2017 due to an active case of TB.

PERFORMANCE INDICATORS

	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Target 2017</u>	<u>Projected 2017</u>	<u>Target 2018</u>
Client Benefits/Impacts					
TB disease resolved					
3 negative tests, completion of treatment, improved clinical status	66%	50%	100%	100%	100%
Occupational health initiatives					
Annual tuberculosis (TB) training and testing Police, Fire, and Health	100%	100%	100%	100%	100%
Strategic Outcomes					
Minimize epidemiologically linked TB cases					
# of cases based on data review	0	0	0	0	0
Increased vaccine coverage					
% of school aged children vaccinated	99.0%	99.0%	99.0%	99.0%	99.0%
City of Appleton meets OSHA regulations					
% of required participants	100%	100%	100%	100%	100%
Work Process Outputs					
Case management of TB clients					
# of home visits	152	426	100	100	100
TB skin tests: Police, Fire, and Health					
# of TB skin tests	103	101	90	90	90

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Public Health Nursing

Business Unit 12520

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4225 Health Grants & Aids	\$ 11,281	\$ 18,993	\$ 11,500	\$ 11,500	\$ 11,500
4801 Charges for Serv.- Nontax	469	372	500	500	500
5035 Other Reimbursements	78,973	6,721	-	-	-
Total Revenue	<u>\$ 90,723</u>	<u>\$ 26,086</u>	<u>\$ 12,000</u>	<u>\$ 12,000</u>	<u>\$ 12,000</u>
Expenses					
6101 Regular Salaries	\$ 348,445	\$ 316,868	\$ 311,582	\$ 313,746	\$ 319,491
6108 Part-Time	12,532	15,748	10,631	10,631	10,844
6150 Fringes	107,271	104,665	100,521	100,843	104,265
6201 Training\Conferences	769	998	1,000	1,000	900
6202 Local Auto Expense	2,082	3,094	3,000	3,000	3,000
6206 Parking Permits	2,772	3,264	2,940	2,940	3,360
6302 Subscriptions	80	85	80	80	80
6303 Memberships & Licenses	-	150	160	160	160
6324 Medical\Lab Supplies	6,959	6,311	7,500	7,500	7,500
6413 Utilities	1,386	1,564	1,500	1,500	1,500
6430 Health Services	12,500	12,500	12,500	12,500	12,500
6431 Interpreter Services	9,793	20,566	14,000	14,000	14,000
6432 Lab. Services	-	-	200	200	200
Total Expense	<u>\$ 504,589</u>	<u>\$ 485,813</u>	<u>\$ 465,614</u>	<u>\$ 468,100</u>	<u>\$ 477,800</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Environmental Health

Business Unit 12530

PROGRAM MISSION

The Environmental Health program ensures safe food handling practices and protects the health and safety of Appleton residents and visitors through annual licensed establishment inspections, nuisance complaint investigations and communicable disease epidemiology.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "Continually assess trends affecting the community and proactively respond", #6: "Create opportunities and learn from successes and failures."

Prevent the occurrence and spread of disease in the community through regulatory activities in public eating/drinking establishments, retail food establishments, recreational facilities and body art establishments.

Assess, consult and correct human health hazards including those associated with lead paint, solid waste, housing sanitation, potential rabies exposure and vector control.

Provide public education and act as a referral mechanism to other State and local agencies for information on environmental and safety hazards.

Major Changes in Revenue, Expenditures or Programs:

The # of education sessions will decrease in 2018 due to Wisconsin DATCP decision, which no longer mandates education or collection of permit fees for non-profit organizations.

Due to new State ruling, non-profit food vendors from organizations that have three or fewer events per year are now exempt from license requirements. As a result of this new ruling we will experience a reduction in revenues. In addition the educational component that was provided in the past can no longer be required resulting in a reduction of education sessions provided to non-profit food vendors.

PERFORMANCE INDICATORS

	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Target 2017</u>	<u>Projected 2017</u>	<u>Target 2018</u>
Client Benefits/Impacts					
Fair and consistent inspection process					
Positive triennial survey results	100%	100%	97%	97%	100%
Health hazards identified and corrected					
Inspection reports	100%	100%	100%	100%	100%
Strategic Outcomes					
Voluntary compliance improved					
# critical violations on inspection report	400	435	375	375	400
Minimize human cases of rabies					
# of cases	0	0	0	0	0
Minimize food-borne outbreaks					
# outbreaks related to special events	0	0	0	0	0
# of food establishment outbreaks	0	0	0	0	0
Work Process Outputs					
Annual inspections and follow ups					
# of inspections	548	512	540	540	540
# follow up inspections	113	114	120	120	120
Response to complaints					
# of complaints/follow ups	106/43	74/26	135/75	135/75	100/50
Initial response within 3 business days	99%	100%	99%	99%	99%
Immediate response for animal bite complaints					
% response within 4 hours	100%	100%	100%	100%	100%
Education session for non-profit vendors					
# of vendors participating	364	86	350	70	50

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Environmental Health

Business Unit 12530

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4305 Health	\$ 145,302	\$ 138,999	\$ 149,661	\$ 149,661	\$ 148,500
Total Revenue	<u>\$ 145,302</u>	<u>\$ 138,999</u>	<u>\$ 149,661</u>	<u>\$ 149,661</u>	<u>\$ 148,500</u>
Expenses					
6101 Regular Salaries	\$ 226,241	\$ 234,939	\$ 234,769	\$ 236,065	\$ 240,677
6105 Overtime	-	-	500	500	-
6150 Fringes	79,986	94,468	93,037	93,230	98,899
6201 Training\Conferences	281	234	500	500	400
6206 Parking Permits	1,044	1,080	1,080	1,080	1,080
6302 Subscriptions	-	-	50	50	50
6303 Memberships & Licenses	110	260	230	230	230
6304 Postage\Freight	-	-	50	50	50
6316 Miscellaneous Supplies	624	396	800	800	700
6324 Medical\Lab Supplies	249	257	300	300	350
6327 Miscellaneous Equipment	24	76	300	300	250
6413 Utilities	2,364	2,212	2,480	2,480	2,480
6418 Equip Repairs & Maint.	544	-	600	600	600
6425 CEA Equip. Rental	4,819	4,333	6,431	6,431	6,446
6431 Interpreter Services	-	222	100	100	100
6432 Lab. Services	7,370	7,131	7,500	7,500	7,500
Total Expense	<u>\$ 323,656</u>	<u>\$ 345,608</u>	<u>\$ 348,727</u>	<u>\$ 350,216</u>	<u>\$ 359,812</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Weights & Measures

Business Unit 12540

PROGRAM MISSION

The program educates, consults and inspects local businesses to ensure the delivery of full quantity and fair, equitable trade practices between the Appleton business community and the consumer.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "Encourage active community participation and involvement."

Objectives:

Provide consumer protection through complaint investigation, measurement and weighing device testing, price scanning device testing, product check weighing and label verification.

Monitor business methods to prevent fraudulent advertising and trade practices.

Provide investigative services for the City Clerk's Office in licensing and regulating "going out of business" sales, commercial solicitors, salvage dealers and taxi cab/limousine service firms.

Major Changes in Revenue, Expenditures or Programs:

Increase in contracted service days due to business growth in some communities and a decrease in one community due to business closings. The total number of days has a net increase of 5 days.

PERFORMANCE INDICATORS

	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Target 2017</u>	<u>Projected 2017</u>	<u>Target 2018</u>
Client Benefits/Impacts					
Reduce price scanning errors					
Error trend reporting compliance	99.1%	98.8%	99.0%	99.0%	100.0%
Accurate informative labeling					
Positive consumer survey responses	100.0%	100.0%	100.0%	100.0%	100.0%
Accurate measuring devices					
% of devices that measure accurately	94.2%	96.7%	95.0%	95.0%	96.0%
Strategic Outcomes					
Improved system of price control					
Error trend reporting compliance	97.9%	98.4%	98.0%	98.0%	98.0%
Reduced short weight and measure sales					
Error trend reporting compliance	95.8%	92.2%	96.0%	96.0%	96.0%
Confidence of businesses in system integrity					
Positive consumer survey responses	100.0%	100.0%	99.0%	99.0%	99.0%
Work Process Outputs					
Price scanning inspections					
# of annual and reinspections	145	142	125	125	130
Commodity inspections					
# of inspections	13,431	12,956	12,000	12,000	13,000
Device inspections					
# of inspections	1,794	1,764	1,750	1,750	1,775

CITY OF APPLETON 2018 BUDGET

HEALTH DEPARTMENT

Weights & Measures

Business Unit 12540

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
Revenues					
4312 Weights & Measures	\$ 55,699	\$ 51,748	\$ 58,000	\$ 58,000	\$ 59,050
4801 Charges for Serv.- Nontax	68,040	68,202	68,040	68,040	68,310
Total Revenue	<u>\$ 123,739</u>	<u>\$ 119,950</u>	<u>\$ 126,040</u>	<u>\$ 126,040</u>	<u>\$ 127,360</u>
Expenses					
6101 Regular Salaries	\$ 114,316	\$ 111,376	\$ 110,292	\$ 111,724	\$ 133,724
6108 Part Time	11,037	11,347	21,936	21,936	-
6150 Fringes	49,453	51,681	52,159	52,372	54,547
6201 Training\Conferences	763	451	800	800	700
6206 Parking Permits	768	704	840	840	1,080
6302 Subscriptions	-	-	50	50	-
6303 Memberships & Licenses	150	150	150	150	225
6316 Miscellaneous Supplies	329	363	350	350	350
6327 Miscellaneous Equipment	2,096	906	2,000	2,000	1,500
6413 Utilities	526	476	640	640	700
6418 Equip Repairs & Maint.	240	292	600	600	600
6425 CEA Equip. Rental	9,661	12,096	14,299	14,299	11,242
Total Expense	<u>\$ 189,339</u>	<u>\$ 189,842</u>	<u>\$ 204,116</u>	<u>\$ 205,761</u>	<u>\$ 204,668</u>

DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000

Charges for Service - Nontax

Charges for sealer's services

@ \$414 per day

	# of Days	Charge
New London	17	\$ 7,038
Waupaca	22	9,108
Kaukauna	21	8,694
Kimberly	5	2,070
Little Chute	14	5,796
Ashwaubenon	55	22,770
Ripon	18	7,452
Berlin	13	5,382
	<u>165</u>	<u>\$ 68,310</u>

Description	2015 Actual	2016 Actual	2017 YTD Actual	2017 Adopted Budget	2017 Amended Budget	2018 Requested Budget	2018 Adopted Budget
REVENUES							
Intergovernmental Revenues	11,281	18,993	10,589	11,500	11,500	11,500	11,500
Licenses	201,001	190,747	140,705	207,661	207,661	207,550	207,550
Charges for Services	68,509	68,574	53,117	68,580	68,580	70,680	68,850
Other Revenues	78,973	6,721	1,429	0	0	0	0
TOTAL REVENUES	359,764	285,035	205,840	287,741	287,741	289,730	287,900
EXPENSES BY LINE ITEM							
Regular Salaries	692,437	678,872	473,370	766,717	772,170	806,294	806,294
Overtime	0	0	0	500	500	34,875	0
Part-Time	23,569	27,095	6,872	32,567	32,567	10,844	10,844
Other Compensation	447	244	630	0	0	0	438
Sick Pay	922	105	3,042	0	0	0	0
Vacation Pay	89,356	95,061	71,203	0	0	0	0
Fringes	264,036	284,702	188,561	278,667	279,478	258,361	292,473
Salaries & Fringe Benefits	1,070,767	1,086,079	743,678	1,078,451	1,084,715	1,110,374	1,110,049
Training & Conferences	3,491	2,695	1,796	3,800	3,800	3,800	3,300
Local Auto Expense	2,082	3,094	1,700	3,000	3,000	3,000	3,000
Parking Permits	5,616	5,816	6,180	5,640	5,640	6,300	6,300
Office Supplies	1,436	1,327	407	1,500	1,500	1,500	1,500
Subscriptions	80	85	0	180	180	130	130
Memberships & Licenses	1,993	2,293	1,220	2,540	2,540	2,615	2,615
Postage & Freight	0	0	0	50	50	50	50
Awards & Recognition	210	66	80	195	195	195	195
Food & Provisions	241	279	14	260	260	260	260
Administrative Expense	15,149	15,655	11,397	17,165	17,165	17,850	17,350
Miscellaneous Supplies	1,281	1,212	736	1,650	1,650	1,550	1,550
Printing & Reproduction	2,409	2,392	1,414	2,500	2,500	2,500	2,500
Medical & Lab Supplies	7,208	6,569	6,237	7,800	7,800	7,850	7,850
Miscellaneous Equipment	2,119	1,413	3,031	3,000	3,000	2,450	1,950
Supplies & Materials	13,017	11,586	11,418	14,950	14,950	14,350	13,850
Health Services	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Interpreter Services	9,793	20,788	9,165	14,100	14,100	14,100	14,100
Lab Fees	7,370	7,131	0	7,700	7,700	7,700	7,700
Purchased Services	29,663	40,419	21,665	34,300	34,300	34,300	34,300
Waste Disposal/Collection	232	495	204	0	0	500	500
Telephone	1,291	1,302	1,862	1,160	1,160	1,450	1,450
Cellular Telephone	3,804	3,410	2,626	4,760	4,760	3,930	3,930
Utilities	5,327	5,207	4,692	5,920	5,920	5,880	5,880
Equipment Repair & Maintenance	783	293	548	1,450	1,450	1,450	1,200
CEA Equipment Rental	14,480	16,428	15,478	20,730	20,730	20,730	17,688
Repair & Maintenance	15,263	16,721	16,026	22,180	22,180	22,180	18,888
Capital Expenditures	0	0	0	0	0	0	0
TOTAL EXPENSES	1,149,186	1,175,667	808,876	1,172,966	1,179,230	1,204,934	1,200,317

CITY OF APPLETON, HEALTH DEPARTMENT
Weights and Measures Inspection Summary
September 30, 2017

TOTAL BOOTHS INSPECTED FOR WEIGHTS & MEASURES – 27

BOOTHS FOUND WITH VIOLATIONS 2

Total Super Lot of Misc Packaged Foods in Compliance 2,774

Herbesque Soaps had 59 Soap masks removed from sale. Packages stated a net weight of 2.5 oz but most weighed in at 1.25 oz.

Booth operators were very easy to deal with and appreciated City of Appleton Health Departments help with keeping the booths open and in compliance.

Eric Maggio

Chief Sealer of Weights & Measures

CITY OF APPLETON, HEALTH DEPARTMENT
Weights and Measures Inspection Report
September 30, 2017
Octoberfest

REPORT OF HEALTH INSPECTIONS AT OCTOBERFEST 2017 AND LICENSE TO CRUISE 2017

This year, there were 98 foodstand inspections and 7 re-inspections conducted by the Health Department during License to Cruise and Oktoberfest. Eight foodstand inspections were conducted at License to Cruise. Ninety (90) non-profit foodstand inspections were conducted at Oktoberfest.

Of the 98 stands that were inspected this year, 80 foodstands had *no violations* at the time of the inspection (81%). There were a total of 20 violations recorded at 15 foodstands during Oktoberfest and 4 violations found at 3 foodstands at License to Cruise.

For comparison, in 2016 there were 97 foodstand inspections and 3 re-inspections conducted during License to Cruise and Oktoberfest. Seventy four (74) foodstands had no violations at the time of the inspection (76%). There were a total of 13 violations recorded at 11 foodstands during Oktoberfest and 5 violations found at 4 foodstands at License to Cruise.

Of the points that are checked during an inspection, some items are critical and some are non-critical, but all have a potential impact on the health and safety of the general public. A breakdown of violations found at this year's events are listed below.

There were:

- 3 notices of non-compliance with hand washing (lack of hand wash facilities or soap and toweling, improper facilities, inadequate hand washing frequency).
- 13 notices of non-compliance with hot food storage temperatures (<135 degrees).
- 2 notices of non-compliance with cold food storage temperatures (>41 degrees).
- 1 notice of inadequate spare utensils on hand.
- 1 notice of non-compliance with food thermometers
- 1 notice of non-compliance with bare hand contact with food
- 1 notices of foodstand construction/lack of screening
- 2 notices of miscellaneous violations.

One Non-profit group was required to discard a pan of refried beans that had been temperature abused

This year, the Oktoberfest Board held a vendor-training meeting for new organizations participating in the event and anyone else wishing to attend. All other vendors were required to take an on-line test upon signing up for the event.

Scott Walker
Governor



DIVISION OF PUBLIC HEALTH
GREEN BAY/NORTHEASTERN REGIONAL OFFICE
200 N JEFFERSON ST SUITE 511
GREEN BAY WI 54301-5123

Linda Seemeyer
Secretary

State of Wisconsin
Department of Health Services

Fax: 920-448-5265
TTY: 711 or 800-947-3529

October 5, 2017

Doug Nelson
Appleton Board of Health Chair
100 N. Appleton Street
Appleton, WI 54911

Dear Mr. Nelson:

The Department of Health Services (DHS) congratulates the Appleton Health Department for demonstrating the infrastructure and program capacity to be certified as a Level III Health Department. As authorized by state statute and defined in Administrative Rule DHS Chapter 140.07, the department shall direct a process to determine compliance with state statutes and establish the level of services being provided. The Appleton Health Department presented to DHS evidence of providing 14 programs or services which address at least 7 focus areas identified in the state health plan: Healthiest Wisconsin 2020: Everyone Living Better, Longer. Formulas used by DHS to distribute grant funds provide for additional funds to Level III Health Departments.

I am happy to report the Appleton Health Department provided all services required by statute and rule.

I want to acknowledge the work of the Appleton Health Department staff. Kurt Eggebrecht, health officer, did an excellent job of providing quality evidence of meeting statutes and rules. I also appreciate the support of the Appleton Board of Health for maintaining a strong public health department. I am sure that with ongoing support, the Appleton Health Department will continue to protect and promote the health of the people in your jurisdiction.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. McKeown'.

Karen McKeown, RN, MSN
State Health Officer and Administrator

cc: Kurt Eggebrecht, Appleton Health Officer
Timothy Hanna, Appleton Mayor
Christopher W. Croatt, Appleton Common Council President
Christopher Culotta, DPH Northeast Regional Director

Department of Health Services 140 Review

Level II and III Program or Service Decision Guide

Wisconsin Admin. Code §§ [DHS 140.05\(1\)\(b\)](#) and [DHS 140.06\(1\)\(b\)](#) outline program or service requirements of Level II and III local health departments (LHDs). This tool provides guidance to LHDs for selecting programs or services to submit as evidence during the Department of Health Services (DHS) 140 Review process. For the program or service being considered, compare the evidence available with the guide below to identify which evidence to include or ask about including and which to avoid.

Submit as a Level II/III Program or Service

The Program or Service:

- IS above and beyond minimum required Level I services.
- IS based on an assessed need in the community.
- IS led and resourced by the LHD as shown through funding and staff time.
- IS evidence-based.
- IS a regular and ongoing LHD program or service, as shown through Board of Health and community partner involvement.
- IS evaluated and evaluation data is available.

- DOES align with the most recent public health agenda as specified in [Wis. Stat. § 251.20\(3\)](#).



Discuss with Regional Office staff before submitting

The Program or Service:

- IS NOT based on an assessed need in the community, but the LHD can describe how the need for the program or service was identified.
- IS NOT solely a program or service of a single LHD, but the LHD can describe how it is responsible for program function at the local level.
- IS NOT led or resourced by the LHD, but the LHD can describe a significant role outside of leadership or funding.
- IS NOT supported by partner engagement, but LHD can describe how the program or service is sustained.

- WAS provided as evidence for 3B or 5C in Level I Tool.*



Cannot be submitted as a Level II or III Program or Service

The Program or Service:

- DOES NOT go above and beyond minimum required Level I services (such as communicable disease or vaccine for children).
- DOES NOT demonstrate more than a one-time event (such as a health fair).
- DOES NOT demonstrate more than individual-level interventions, such as foot care clinics or blood pressure checks.
- DOES NOT show LHD as leader, key participant, facilitator, or funder of program or service.

- DOES NOT describe how program or service is improving community health.



***If an individual activity from a Level II or III program or service is submitted for 3B or 5C, the broader program or service may still be acceptable. Discuss with regional office staff.**

For more information on the DHS 140 Review process, contact a Division of Public Health [Regional Director](#).



Wisconsin
Department of Health Services

This document was supported by Grant Number, B01 OT009070, funded by the Centers for Disease Control and Prevention (CDC). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the CDC or the Department of Health and Human Services.

Department of Health Services 140 Review

Assure a Strong Public Health System

Department of Health Services (DHS) 140 reviews verify a minimum level of services is provided or arranged for by local health departments (LHD).

DHS 140 reviews also promote the National Public Health Performance Standards.



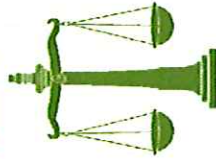
All Local Health Departments



The operations of all LHDs must be formally reviewed by DHS.

Statutory Requirement

The process gets its name from Wis. Admin. Code ch. DHS 140, which outlines that a formal review must occur under the authority of Wis. Stat. § 251.20(1).



A DHS 140 review is conducted at least every five years.

5 YEARS

Review Team Coordinates with LHD

A review team composed of staff from the Division of Public Health (DPH), Office of Policy and Practice Alignment (OPPA), and other bureaus/offices, coordinates the timeline for the DHS 140 Review with the LHD.



LHD Collects and Submits Documentation

LHD staff gathers documentation that is requested as part of the review. The documents are submitted electronically for the review team to evaluate.



Onsite Visit Conducted

After the LHD has submitted evidence, the review team conducts an onsite visit to further discuss LHD operations.



LHD staff, Board of Health members, and other LHD partners often attend the onsite visit.

Review Team Recommendations

After the onsite visit, the review team provides written recommendations for the operations of the LHD to the state health officer.

The review team also highlights strengths of the LHD.



Certificate of Designation



Based on the review team's recommendation, the state health officer determines whether the LHD satisfies the statutory requirements of a level I, II, or III LHD.

Motivation

The DHS 140 review process provides motivation to review policies and procedures, reorganize resource materials, and update agreements.



Learning Experience



It is also an opportunity for staff and board members to learn from each other about the function and success of the LHD.

Quality Improvement

DHS 140 reviews identify areas of opportunity and also support LHDs seeking accreditation. Improving the quality of services provided assures a strong public health system.





UNIVERSITY OF WISCONSIN-MADISON NEWS

H7N9 influenza is both lethal and transmissible in animal model for flu

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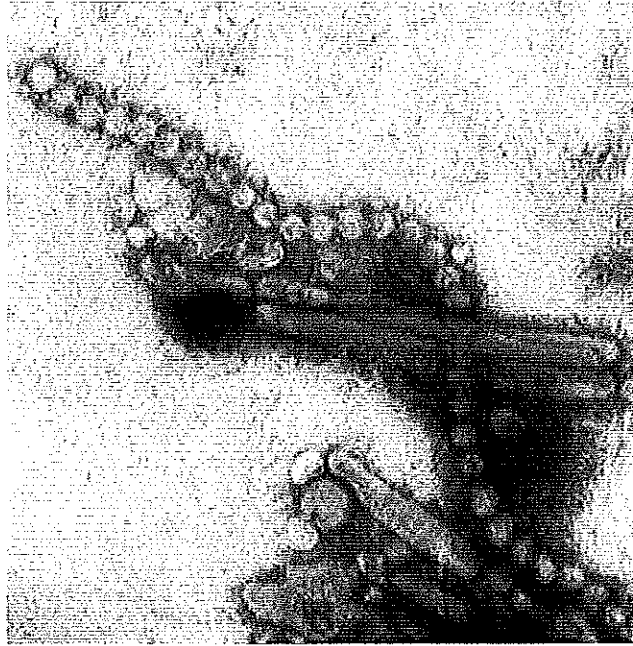
In 2013, an influenza virus that had never before been detected began circulating among poultry in China. It caused several waves of human infection and in late 2016, the number of people to become sick from the H7N9 virus suddenly started to rise. As of late July 2017, nearly 1,600 people had tested positive for avian H7N9. Nearly 40 percent of those infected had died.

In early 2017, Yoshihiro Kawaoka (<https://www.vetmed.wisc.edu/people/kawaokay/>), professor of pathobiological sciences at the University of Wisconsin–Madison School of Veterinary Medicine, received a sample of H7N9 virus isolated from a patient in China who had died of the flu. He and his research team subsequently began work to characterize and understand it. The first of those results are published today (Oct. 19, 2017) in *Cell Host & Microbe* (<http://www.cell.com/cell-host-microbe/home>).

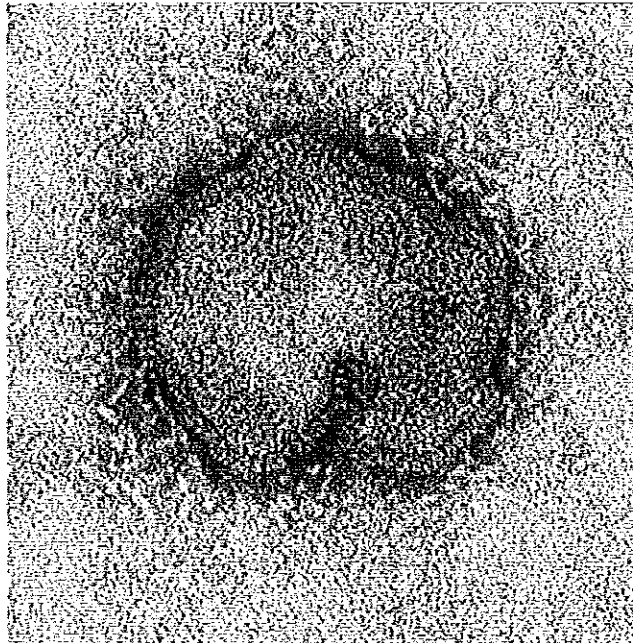
For the first time, Kawaoka says, his team has identified an influenza virus strain that is both transmissible between ferrets (the best animal model proxy for human influenza infections) and lethal, both in the animal originally infected and in otherwise healthy ferrets in close contact with these infected animals.

“This is the first case of a highly pathogenic avian virus that transmits between ferrets and kills them,” Kawaoka says. “That’s not good for public health.”

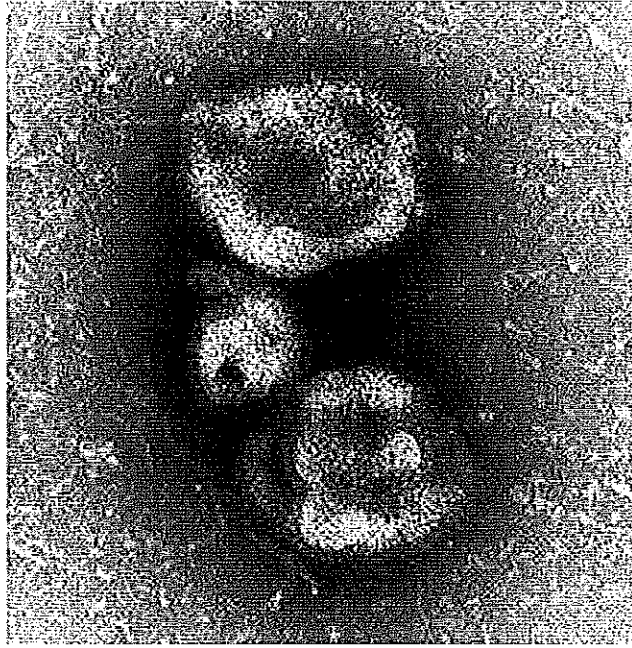
Electron Micrograph Images of H7N9 Virus from China



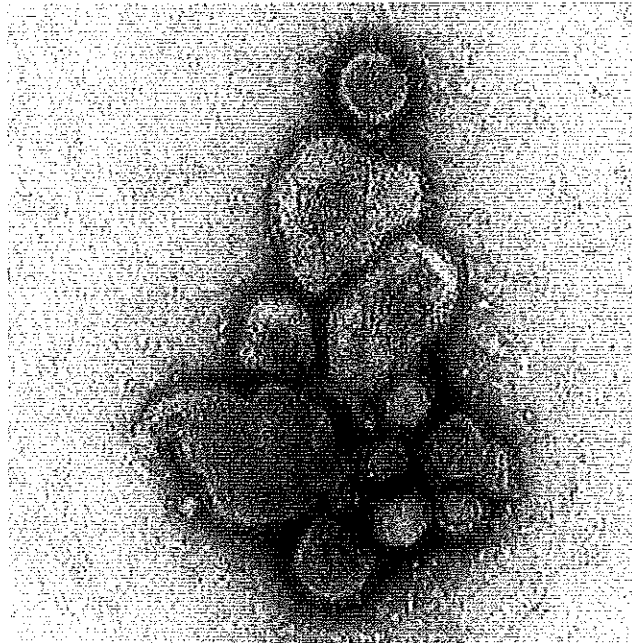
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(https://news.wisc.edu/content/uploads/2017/10/H7N9_c_lg.jpg)



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Everyone in the influenza field knew it was only a matter of time before the virus became pathogenic in chickens, which is to say that it became capable of causing disease, but Kawaoka says it took several years. It was initially hard to detect because, unlike some other influenza viruses such as H5N2 — which is highly lethal in chickens and caused significant outbreaks (<http://news.wisc.edu/helping-in-the-fight-against-avian-flu/>) on poultry farms across the U.S. and elsewhere in 2015 — H7N9 was not killing the chickens it infected.

Instead, it remained silent, passing unknown from chicken to chicken and, occasionally, infecting humans that came into contact with the birds.

Influenza viruses are well known for their propensity to adapt. With each new infection of a host, small changes take place within the genomes of influenza viruses. Sometimes these mutations occur in key regions and lead to significant alterations to the original virus, rendering it capable of infecting new hosts, making hosts sick, causing greater illness, and becoming resistant to the drugs typically used to treat them.



Yoshihiro Kawaoka

Kawaoka and his team observed this within the sample isolated from the deceased patient, who while alive had been treated with the common flu drug Tamiflu. Using a technique to read the genetic identity of the virus population that had infected the patient, Kawaoka's team learned the virus had started to mutate: The sample contained a population of H7N9 virus that was sensitive to Tamiflu and a population that was resistant.

So the team created two viruses virtually identical to those isolated from the patient, one sensitive to Tamiflu and the other bearing the mutation that conferred resistance to the drug. Comparing this to a low-pathogenic version of the H7N9 virus that Kawaoka and others had previously studied, the research team assessed how well each virus grows in human respiratory cells, where most influenza viruses take up residence in the body. They found that each grew efficiently, though the resistant strain was less effective than the other two.

The team also found that each virus infects and causes illness, to varying degrees, in several animal models for influenza — mice, ferrets and macaques.

To test whether the virus was transmissible between mammals, the researchers set up experiments in which ferrets were housed alone in individual cages separated by a barrier that allowed respiratory droplets to pass from one cage to the next. In each pair, one ferret was deliberately infected with the virus while the other was placed into the cage healthy.

Each of the three virus types were transmitted from infected ferrets to the previously uninfected animals. Two of three ferrets infected with the nonresistant strain of H7N9 — the strain currently circulating in China — died, as did the animals to which they passed the virus.

“Without additional mutations, the virus transmitted and killed ferrets,” says Kawaoka, noting that further alterations to the virus may not be necessary to make it a potential public health threat, though human-to-human transmission has thus far remained limited.



Kawaoka gives a slide presentation to a group of media representatives touring the Influenza Research Institute (IRI) at UW–Madison in February 2017. The high-security research facility was closed down for annual decontamination, cleaning and maintenance. PHOTO: JEFF MILLER

The team also confirmed the drug-resistant H7N9 did not respond to oseltamivir, the active agent in Tamiflu. It did respond to another drug called a protease inhibitor, but Kawaoka says it is a drug currently approved only in Japan and only for use in pandemic situations.

"I don't want to cause alarm," Kawaoka says, but "it's only a matter of time before the resistant virus acquires a mutation that allows it to grow well, (rendering it) more likely to be lethal at the same time it is resistant."

However, Kawaoka and his team are currently unable to better understand what mutations may enable this transition, at least in the United States, where a moratorium on work that might cause a pathogen to take on a new function not currently known in nature has been in place for several years.

"We can't do the experiments to find out why," Kawaoka says. "We really need to understand why H7N9 is lethal and transmissible, and what is different in this one resistant H7N9. If we knew that, because there are multiple viruses circulating, we could narrow down efforts to those that are lethal and transmissible."



A researcher uses a fluorescence microscope to analyze cells at the Influenza Research Institute. In the background, a computer monitor displays cellular imagery. PHOTO: JEFF MILLER

He recently published a commentary in the Proceedings of the National Academy of Sciences (<http://www.pnas.org/>), co-authored with two colleagues who are also experts in influenza, in which they explain the challenges this moratorium creates for understanding the potential of viruses like H7N9 to become pandemic.

“Results from (gain-of-function) studies would almost certainly help in understanding the pandemic potential of influenza viruses and produce public health benefits, such as the prioritization and development of pre-pandemic vaccines and antiviral drugs,” the authors write. Fundamental (gain-of-function) research on transmissibility, host-range restriction, drug resistance, immunogenicity, pathogenicity, and replicative ability would also benefit global public health.”

The H7N9 virus is likely to continue to mutate as it infects humans, resulting in adaptations that enhance the viruses’ pathogenicity or ability to pass from person to person, Kawaoka adds. In other words, nature is already performing its own gain-of-function experiments, with potentially serious consequences.

It has, however, become a bit easier recently to detect when poultry are infected with H7N9, thereby allowing people to limit their exposure. That’s because the virus has begun to kill birds in China, too. But unlike in the U.S., where farmers cull their flocks to limit the spread of infectious disease, China relies on vaccines. This worries Kawaoka, given how well the virus has been shown to grow.

For now, he says: “We should improve our surveillance.”

THE STUDY WAS FUNDED BY THE JAPAN AGENCY FOR MEDICAL RESEARCH AND DEVELOPMENT, INCLUDING THE LEADING ADVANCED PROJECTS FOR MEDICAL INNOVATION, THE JAPAN INITIATIVE FOR GLOBAL RESEARCH NETWORK ON INFECTIOUS DISEASE, THE E-ASIA JOINT RESEARCH PROGRAM, AND THE RESEARCH PROGRAM ON EMERGING AND RE-EMERGING INFECTIOUS DISEASES; THE MINISTRY OF EDUCATION, CULTURE, SCIENCE, SPORTS, AND TECHNOLOGY OF JAPAN; AND THE U.S. NATIONAL INSTITUTE OF ALLERGY AND INFECTIOUS DISEASES CENTER FOR RESEARCH ON INFLUENZA PATHOGENESIS (CRIP, HHSN272201400008C). KAWAOKA AND ANOTHER CO-AUTHOR, GABRIELE NEUMANN, ARE ALSO CO-FOUNDERS OF THE COMPANY FLUGEN.

**The following noise variance requests have been approved by
Health Officer, Kurt Eggebrecht:**

*Garden Concert
2601 N Morrison St.
Sept 17, 3:00pm-4:30pm*

*Neighborhood Party
1432 W Lawrence St.
Sept 23, 6:00pm-10:00pm*

*Bazaar After Dark
E. Wisconsin Ave. between Oneida and Drew Streets
Sept 27, 5:00pm-10:00pm*

*Miles for Myeloma
2500 E Capital Drive, Corner of E. Winslow Ave and N. Roemer Rd
Oct 7, 7:30am-12:00pm*

*Light Up Night
Houdini Plaza
Nov 10, 4:00pm-7:00pm
*Also approved exception to Appleton Municipal Code section 3-116, allowing horse-
drawn wagon rides at this event**

*Turkey Trot
Radisson Paper Valley
Nov 23, 6:30am-Completion of Event*