



## Hales Corners Health Department

5885 S. 116 Street

Hales Corners, WI 53130

414.529.6155

hchealth@halescornerswi.org

### HALES CORNERS BOARD OF HEALTH – Meeting minutes from Wednesday, August 22, 2018

1.0 CALL TO ORDER – The meeting was called to order by Kathy Radloff at 7:00 pm. Present: Jackie Kuzminski, Dennis Garvin, Mike Jansen, Ex-Officio member Kathy Radloff, and Jesse Wesolowski. Absent and excused: Bette Schubert, Don Schwartz. Kathy announced that due to a resolution passed by the Hales Corners Board of Trustees in August, all Board meetings in the Village must be recorded. This and all future Board of Health meetings will be recorded.

2.0 APPROVAL OF MINUTES – A motion was made by Dennis Garvin, seconded by Mike Jansen, to approve the minutes from the May 9, 2018 Board of Health meeting. There being no corrections, the motion passed.

3.0 ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – None.

4.0 PRESENTATION BY VILLAGE ATTORNEY JESSE WESOLOWSKI – Materials were distributed to members for Jesse Wesolowski's presentation. Jesse reviewed proper protocol on conducting open meetings in the Village of Hales Corners, proper conduct of members of all boards in Hales Corners.

#### 5.0 REPORTS:

##### a. Health Officer Report

##### i. Review of Grant Activity

1. MCH – Kathy Radloff reported that Kate made a presentation to Park's Edge Preschool staff on 7/12/18 on Smoke Free Spaces, which was well received. Staff will receive CEUs for attending.
2. Prevention
  - a. Community Alliance – Still looking for more Hales Corners residents to participate. Meetings will move to the 3<sup>rd</sup> Wednesday of the month as of October. Fourth quarter meetings will be held in Greendale. The group is working on another

substance abuse prevention event at Greendale High School on January 29, 2019. An effort will be made to involve students from the Whitnall School District.

b. Greendale/Hales Corners wrote a proposal for a grant through Alliance for Wisconsin Youth and received \$7275. Some activities are:

i. Presentation of a Wake Up Call room on 9/29/2018, tours at 10:00 and 11:00 am at the Hales Corners Fire Department. This event will be promoted in Hales Highlights, to community partners, schools, on Health Department and Community Alliance Facebook pages and in the Library and Ben Hunt Center lobbies. Kathy encouraged all Board of Health members to attend.

ii. Collaboration with the Police Departments from Hales Corners/Greendale to have officers, fire fighters trained for the Wake Up Call room.

c. Participated in Hales Corners Night Out on 8/7/2018, the topic being Preventing Underage Drinking. Talked to approximately 175 families, provided literature; families were very receptive.

### 3. Emergency Preparedness/Cities Readiness Initiative

a. The state is now requiring Health Departments to work in Zones for drills and exercises and report to CDC as a Zone. Zone D includes Hales Corners, Greendale, Greenfield and Franklin. This will require more meetings, more time to conduct joint drills, and more travel time for Health Department staff.

b. Equipment Replacement – Gordon Flesch is installing a copier/printer/scanner/fax to replace the eight-year-old copier, 3 printers, scanner and fax machine. Gordon Flesch has a state contract, so the cost is \$1,693; it will be installed in September.

### b. Environmental

i. Food license renewals are complete; licenses were mailed in May/June. A new restaurant, Burger King, is to open this fall on the site of the former Fortune Chinese Restaurant.

ii. The Agent Reimbursement due to the state by 9/30/2018 has been completed.

iii. A Resolution was passed by the Board of Trustees for Food Trucks operating in Hales Corners to receive an inspection by the Hales Corners Health Department Sanitarian and pay a \$30 inspection fee. This was passed to ensure food safety during special events. Food trucks operated at an open house for the Hales

Corners Lutheran Church combined elementary, middle school and child care center on Janesville campus on August 19<sup>th</sup>, 2018. Food trucks will participate in St. Mary's Royal Run on September 7<sup>th</sup>, 2018. All vendors were notified of the requirement to pay the fee and receive an inspection.

c. Trustee Liaison – none.

6.0 OLD BUSINESS – None.

7.0 NEW BUSINESS – None.

8.0 ADJOURNMENT – Mike Jansen moved to adjourn the meeting at 8:00 pm, seconded by Jackie Kuzminski. The next meeting will be on November 14, 2018 at 7:00 pm.

Respectfully submitted,  
*Kathy Radloff, Health Officer*