



Wauwatosa, WI

Board of Health

Meeting Minutes

7725 W. North Avenue
Wauwatosa, WI 53213

Tuesday, May 20, 2025

8:00 AM

Wauwatosa Health Department
Conference Room and Zoom:
<https://servetosa.zoom.us/j/89971095637>,
Meeting ID: 899 7109 5637

Hybrid Meeting

CALL TO ORDER

The meeting was called to order at 8:00 am by Chris Shaw.

ROLL CALL

Non-voting members in attendance:
Carmen Pangilinan, Public Health Strategist
Emily Tianen, Nursing Manager

Kevin Robertson, MD - new Board of Health member

Present 5 Member, Chair Christine Shaw
Member Katherine Riebe
Member Kevin Robertson
Alderpersion Liaison Aletha Champine
Ex-Officio - Public Health Officer Laura Stephens

Excused 1 Member Jennifer Cicero

APPROVAL OF MINUTES

Katherine Riebe requested that her name to be changed from Kathy to Katherine in the second paragraph of the minutes .
Change noted and minutes will be updated to reflect this change.

This was approved with conditions.

RESULT: APPROVED WITH CONDITIONS
MOVER: Christine Shaw
SECONDER: Aletha Champine

1. Approval of February 11, 2025 Minutes

[25-0846](#)

WAWATOSA HEALTH DEPARTMENT REPORTS

1. Administration

[25-0847](#)

Each member introduced themselves and shared their background and role.
Laura provided an overview of the Health Department and the Board of Health's role. Each individual Health Department division will provide a more detailed presentation.
Laura showed new members how to access the meeting by going to www.wauwatosa.net /Government tab/ Agendas & Minutes/Meetings Portal/ Select Board of Health and the agenda is on the right side.
An alternate way to access the agenda (Zoom) is to pull the up email and then go to the upper right hand corner for this link: <https://servetosa.zoom.us/j/89971095637>

We hired an Environmental Health intern, Ashlyn Thome, to work on short-term licensing inspections. City Attorney, Alan Kesner is retiring. We utilize the City Attorney's expertise for reviewing legal matters, contracts, orders, etc.

We have a new intern with experience from the Milwaukee Health Education Center; this individual will work on youth mental health and data analysis. We also have an environmental technician and an MPH student.

No major changes regarding federal funding. The COVID test kit funding was cut, some grants were cut, and then reinstated. The immunization grant (13k) was cut by half. We are re-evaluating some supplies and staff time.

2. Public Health Nursing

[25-0849](#)

Emily gave an overview of the PHN Division. We have 3 public health nurses; 5 FT nurses, and one PT nurse. Their workload includes communicable disease investigations, 3 monthly blood pressure clinics, immunizations, and following up on childhood blood lead results.

Communicable disease investigations include chlamydia, gastro/enterics, and facility outbreaks.

Wauwatosa long term care facilities are assigned to a public health nurse to assist with education and investigations regarding norovirus, influenza, and other diseases. Our blood pressure clinics take place at Luther Manor, Wauwatosa Library, and the Hart Park Senior center.

Vaccines are given to adults and children that have no insurance or Badger care. We host a flu clinic in the fall for the public and have flu clinics for City Hall employees.

Chris Shaw asked about lead levels in Milwaukee right now. Laura responded that Wauwatosa is responsive and that Milwaukee has a different situation.

Additional health department services include car seat checks, falls prevention workshop for seniors, period pantry for those in need, condom canvassing, certified lactation counselor, library programs, and bike helmet fittings for children. There is no residency requirement for a car seat fitting. Our Stepping On program is an evidence based program.

In 2024, Mary Beth and Kristen distributed period pantry products to the community for individuals in need. Mary Beth was able to get 10k in free condoms from Trojan by utilizing a grant and state funded also.

Cindi Lambert is a certified lactation counselor and can offer services free of charge. The library has a public health story time. Some of the programs include car seat technician/Ride safe topic, handwashing demo, bike helmet fittings, and various other partnerships.

We had 67 communicable disease investigations, 8 immunization appointments, 22 car seat checks, 5 rabies exposure, and 6 children with elevated blood lead levels. Chris Shaw asked about capillary tests and then venous, how was it determined? Per Emily, a confirmatory testing is often not a true positive. Per Chris, keep an eye out of there is a particular place that high lead levels are reported.

3. Environmental Health and Preparedness

[25-0854](#)

The EH team will have an intern for the short-term rental inspection program this summer.

We have 377 licensed establishments which include restaurant, grocery, food trucks, hotels, gas stations, motels, pools, and short term rentals.

We also handle plan reviews, foodborne illness investigations, and FDS food requests/recall of items off shelves.

Our inspectors go through a process called standardization. They have to complete 6 exercises every three years. It covers policy and procedures, budgeting, etc. Meg will provide a more thorough update at the next meeting.

The inspectors also participate in childhood lead investigations and assessments, provide radon kits, etc. From October to December 2024, the EH team had 11 rabies exposures, 15 nuisance complaints, 4 human health hazards, 7 home visits, and 9 new establishments. In 2024, 387 routine inspections were completed. In 2025, we completed 57 inspections so far.

For emergency preparedness, we have Rave emergency alerts that go out to the community, and 500 enrollees in the WEAVR volunteer database. We distributed over 4,600 COVID tests to the public.

4. Community Health

[25-0850](#)

Carmen Pangilinan presented an overview of the community health division. The Health department completes a Community Health Improvement Plan (CHIP) every five years. The Community Health Assessment (CHA) contributes to the CHIP. We have an age friendly AARP program for older individuals. The AARP also has a five year plan similar to the CHIP. The goal is to create community engagement through various programs, events, education, public services, library tables, etc.

For substance use and harm reduction, Hannah hosts quarterly Narcan trainings and train at job sites (ex. Hoyt Pool) We have Narcan available for the public. We have a new harm reduction vending machine outside of City Hall. We stock this machine with various harm reduction supplies. Hannah is on a Fatality Review Team whose initiative is to reduce and review fatalities in the community.

We also have a digital equity initiative which strives to provide training on various technology topics (Senior Planet) and Q&A sessions for older adults. (Tech Time) Senior Planet helps seniors stay safe online. Laptops will be given to participants that complete Senior Planet.

The Living Well with Chronic Conditions is a 6 week long workshop designed to help individuals manage chronic conditions.

We hosted a Hearing van at City Hall for free hearing checks. A majority of those who attended needed additional services.

We also hosted a dementia tour simulation and suicide training.

Kendall Wolter shares caseload in a collaborative effort with Health, Fire and Police. She assists with mental health and human health hazard cases. Kendall works with a group, Street Angels.

Pa Chee Lee and Zoe Rezner are mental health social workers for the Wauwatosa schools. Katherine Riebe asked how the social work positions are funded. Laura responded that they are funded with ARPA funds through the end of 2026. After 2026, we will look at other funding sources with the school system. Hannah is able to use the Opioid Settlement funds.

Pa Chee and Zoe planned a Back to School event for students on 8/15.

The statistics from February to May of 2025 are as follows:

753 - Harm reduction vending machine transactions

370 - Served in Senior Planet and Tech time

1 - 6-week computer skills workshop

34 - social work referrals

3 - community events

Chris Shaw asked who handles the social media posting. Meg replied that she will be making more posts this summer to our social media accounts. The goal is 1-4 posts a week.

Katherine Riebe asked if we had a table at the Firely event? Carmen replied that we did.

NEW BUSINESS

1. 2024 Annual Report

[25-0851](#)

Laura emailed out the 2024 annual report to Board members for approval. Kevin Robertson and Katherine Riebe seconded. Approved.

Chris Shaw thanked Laura for taking this to Council.

MOVER: Christine Shaw

SECONDER: Kevin Robertson

2. 2023-2025 Strategic Plan updates

[25-0852](#)

Laura presented the Strategic Plan for 2023-2025. We are in the final year of the strategic plan and we are tracking progress. Three major parts of this plan are as follows:

1) Financial Management - maintain ARPA, grants, applied and received grants, sources, advocacy via State

2) Community Connections and Partnerships - WHO, inventory, events, internal processes, equity, speakers for staff, implicit bias, cultural competency

3) Data - disparities for programming, STI mapping, harm reduction vending machine, period pantry, mapping & GIS. This also includes social media communications, goals for our programs, strengthening the Board of Health administration, survey plus staff/program updates. We provide orientation and

on-boarding for new Board of Health members. Advocacy plan development. (See spreadsheet for the WHD Strategic Plan and implementation plan)

Chris Shaw asked if we have funding for a consultant in 2026? Laura responded that we usually evaluate our plan internally.

Katherine Riebe asked if we have availability for more interns? Laura responded that we are at capacity, with three interns currently.

3. Advocacy opportunities: review proposal and approval process

[25-0853](#)

Regarding advocacy, the Health Department can do general advocacy for public health matters.

Regarding more specific matters, we can ask for the Board's support in the form of a letter. When there is a matter for advocacy that aligns with our priorities, Laura will ask the Board to vote during the meeting.

We may provide emails when there are fast developing items. However, we are unable to have a discussion via email, due to open meeting laws. Chris Shaw mentioned that if an issue is controversial, she would like to meet in person if possible, as it would be helpful to have more information.

An online meeting option with 24-hour notice could be an option for items that are being voted on quickly at the State level.

NEXT MEETING DATE: Tuesday, August 19, 2025 at 8:00 AM (in person)

ADJOURNMENT

The meeting was adjourned at 9:15 am.