



City of West Allis

Meeting Minutes

Southwest Suburban Health Department

Ald. Pam Akers, Richard Dettman, Trustee Jane Edgar, Linda Grulke, Barbara Janusiak, Jessica Katzenmeyer, Mary Kitten, Holly Schmidtke and Ald. Ray Turner

Thursday, July 25, 2024

6:00 PM

Greenfield Office- 7325 W Forest Home Road

REGULAR MEETING

A. CALL TO ORDER

Meeting called to order by Alderperson Turner at 6:00pm

B. ROLL CALL

Others Present: Bob Leischow, Melissa Feldmeyer, Carolyn Haass, Becca Marszalkowski

Present 7 - Linda Grulke, Barbara Janusiak, Jessica Katzenmeyer, Ray Turner, Ald. Pam Akers, Richard Dettman, Mary Kitten

Excused 2 - Holly Schmidtke, Jane Edgar

C. APPROVAL OF MINUTES

[24-0447](#) Minutes (draft) of the meeting of June 27, 2024

Attachments: [BOH Minutes 06.27.24 DRAFT](#)

Motion to approve by Ms. Janusiak, seconded by Ms. Katzenmeyer. Minutes approved.

This matter was Approved.

D. MATTERS FOR DISCUSSION/ACTION

[24-0440](#) Mid-Year Communicable Disease Report

Lead Public Health Nurse Carolyn Haass presented compiled data from Greenfield/West Milwaukee/West Allis for 2024 to date.

[24-0441](#) Community Health Services (CHS) Overview

Ms. Haass shared a presentation about services nursing and other CHS staff provides to the communities SWSHD serves.

[24-0442](#) Southwest Suburban Health Department Mission/Vision/Values

-Public Health Strategist Becca Marszalkowski shared the proposed merged Mission, Vision, Values for the SWSHD. This was based on both West Allis and Greenfield's separate mission, vision, values and meetings between staff at both locations to combine the two.

-BOH members offered their input- a final draft version will be presented for approval at an upcoming meeting.

[24-0443](#) Bylaws Draft

-Mr. Leischow presented a draft version of the bylaws for SWSHD.

-BOH members shared input on wording and adjustments to schedules. Final draft version will be presented for approval at a future BOH meeting.

[24-0444](#)

Legislative Update

WAHLDAB survey results were shared with BOH members outlining priorities for 2025-26.

[24-0445](#)

Senior Center Updates

-Mr. Lesichow shared the most recent newsletter/catalog for July-September activities.

-Since the beginning of 2024 the Senior Center has welcomed 206 new members.

-Aldersperson Halverson (WA) has been hosting karaoke on Wednesdays, great attendance.

-New greeting card making class has been doing well.

[24-0446](#)

Health Department Updates

-2025 budget process has begun. Drafts are due by August 12th, to be completed by September. Will be presented to the BOH at an upcoming meeting.

-Village of Greendale, whom SWSHD is in a service agreement with, will be seeking bids for environmental services from other jurisdictions. We will also be submitting a bid to continue offering services.

-City leadership will be meeting with Village of West Milwaukee leadership next week to discuss the future of SWSHD service agreement with West Milwaukee.

-SWSHD has hired a marketing firm KW2 to create a logo and marketing materials for the merged health department. Plans are for competition by September.

-Food license renewals are nearly complete. There are a few outliers who have not renewed that will be closed for nonpayment if they do not renew in the coming days.

-A new public health nurse is coming onboard to be based out of the Greenfield location.

E. NEXT MEETING

Thursday August 22, 2024 at 6:00pm (at Greenfield Health Department Office)

F. ADJOURNMENT

Motion by Aldersperson Akers to adjourn, seconded by Ms. Kitten. Motion approved. Meeting was adjourned at 7:58pm.

This matter was Approved.



All meetings of the Southwest Suburban Health Department are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.