

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA  
BOARD OF HEALTH  
Menasha Health Department  
316 Racine Street, Menasha**

**9-14-2011**

**9:15 AM – NOTE TIME CHANGE**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [August 10, 2011](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. [August Communicable Disease Report](#)
  - 2. Annual Report - 2010
  - 3. [Wisconsin Local Health Dept. Survey - 2009](#)
  - 4. Flu Vaccine Clinics
  - 5. Health Department Budget - 2012
- E. ACTION ITEMS
  - 1. Review and Approve DPH Contract Agreement for Emergency Preparedness August 1, 2011 through July 31, 2012, and Authorize Signature.
  - 2. Prevention Grant Fund Contract Addendum Approval 1-1-11 through 9-30-11 and Authorize Signature.
- F. HELD OVER BUSINESS
  - 1. None
- G. ADJOURNMENT
  - 1. Next Meeting October 12, 2011.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

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## **CITY OF MENASHA BOARD OF HEALTH**

### **Minutes**

**8-10-11**

- A. Meeting called to order at 8:10 AM by Chairman C. Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Dr. Teresa Rudolph, Susan Nett  
Excused: Dorothy Jankowski
- C. MINUTES TO APPROVE
1. Motion to approve the minutes from July 25, 2011 meeting made by T. Rudolph and seconded by L. Asmus. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. July 2011 Communicable Disease Report distributed and discussed.
  2. Preparedness Grant Funding 8-2011 through 8-2012. S. Nett explained the grant timeline has changed from a calendar year to the federal year. There are no consortia in existence for this grant funding period so the money that would have gone to the consortia was given to the local health departments. \$32703 is the grant amount for Menasha.
  3. Foot Care Training – 60+ Program—the grant funded nurse will be taking the foot care training this fall. Once completed, she will be able to do foot care at the senior center for low income individuals.
  4. Prevention Grant Funding – 2011. The state has notified us the prevention grant contract will be modified for the remainder of 2011 due to a 25% decrease in funding. The prevention grant helps fund the fluoride varnish program. Monies from the MA billings will replace the loss in funds for the remainder of the year.
  5. Strong Bones Program – Senior Center. The Winnebago County ADRC was looking for a place to hold a Strong Bones Program (part of the Strong Women Program). There was a volunteer instructor but no place to hold the class. A pilot class is going to be held at the senior center and if successful there are options to continue the class.
  6. Health Department Budget – 2012. S. Nett informed board members about the budget process for 2012. More information will be available at the next meeting.
- E. ACTION ITEMS
1. Review and Approval of Asbestos Compliance Inspection Contract Agreement between the Wis. Dept. of Natural Resources and the Menasha Health Department. July 1, 2011 through June 30, 2012. S. Nett explained the asbestos inspection program contract requirements. Motion to approve made by L. Asmus and seconded by T. Rudolph. Motion carried.
  2. Review and Approval of Seal-A-Smile School Based/School-Linked Dental Sealant Program Contract with the Menasha Health Department. July 1, 2011 through

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June 30, 2012. S. Nett explained the dental sealant program. This grant funding is an increase over last year's funding.

3. Establishment of fee for adult influenza vaccine for influenza season September 2011 through June 2012. S. Nett explained the cost for the flu vaccine and supplies per dose is \$7.94. This is an increase of approximately \$1 over last year. Discussion ensued as to whether or not to increase the cost from last year's \$10 to \$11. Keeping it at \$10 would mean a \$2 administration fee versus the \$3 received last flu season. S. Nett told board members that due to the economic hard times and Menasha's high incidence of poverty the cost should stay the same as last year. Motion to set the cost of adult influenza vaccine at \$10 per dose made by L. Asmus and seconded by T. Rudolph. Motion carried. C. Rusin requested information on the availability of flu shots at the health department be put in the next issue of the Horizon.

#### F. HELD OVER BUSINESS

1. None

#### G. ADJOURNMENT

1. Motion to adjourn at 9:15 AM made by L. Asmus and seconded by R. Rudolph. Motion carried. Next meeting September 14, 2011.

Submitted by Susan Nett

**Menasha Health Department  
Communicable Disease Report  
August 2011**

Campylobacter	1
Chickenpox	1
Chlamydia Trachomatis	5
Pertussis (Whooping cough)	5

# Wisconsin Local Health Department Survey, 2009



August 2011

Population Health Information Section  
Office of Health Informatics  
Division of Public Health  
Wisconsin Department of Health Services

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## Foreword

The Wisconsin Department of Health Services (DHS) is mandated by section 251.05, Wisconsin Statutes, to collect information annually from local health departments (LHDs) for use in a local public health data system. The 2009 Local Health Department Survey was conducted within DHS by the Office of Policy and Practice Alignment, Wisconsin Division of Public Health (DPH).

The Office of Policy and Practice Alignment distributed the 2009 survey to local health officers online via the Health Alert Network (HAN), which allowed the LHDs to submit their responses electronically. The survey was available on the HAN beginning June 2, 2010 and the final survey was completed on October 8, 2010. DPH Regional Office staff reviewed survey responses for errors and inconsistencies.

The information presented in this report is based on local health department responses to the 2009 annual survey. Included are tables showing financial data (revenues, expenses, local tax levies and per capita expenditures) and LHD staffing for 2009. All 92 LHDs in Wisconsin in 2009 responded to both the financial survey and the staffing survey. At the end of the report are copies of the survey instruments and the definitions provided to LHDs as a reference for their responses.

As noted above, all data shown are self-reported by the LHDs, with data verification provided by DPH Regional Office staff. Jennifer Ullsvik of the DPH Southern Regional Office compiled the data from the online survey. Mary Young, Director of the DPH Southern Regional Office, reviewed the report draft.

This report was compiled by Yiwu Zhang in the Population Health Information Section (PHIS) of the Office of Health Informatics, DPH. Pat Nametz edited the report. Oskar Anderson, Director of the Office of Health Informatics, provided overall direction.

This report and other health statistics for Wisconsin are available online at <http://dhs.wisconsin.gov/stats>. Comments, suggestions and requests for further information may be addressed to individual Regional Office Directors (<http://www.dhs.wisconsin.gov/localhealth/counties/regional.htm>) or to:

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### **Suggested Citation:**

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**Local Health Department Revenues and Expenses**

**Table 1. Local Health Department Revenues and Expenses, Wisconsin 2009**

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
STATE TOTAL	5,688,040		\$81,387,247	\$14.3	\$153,750,480	\$27.0	\$81,258,764	\$14.3	52.9%
ADAMS	22,112	No	\$386,756	\$17.5	\$669,389	\$30.3	\$282,633	\$12.8	42.2%
ASHLAND	17,055	No	\$339,791	\$19.9	\$422,594	\$24.8	\$81,053	\$4.8	19.2%
BARRON	48,200	No	\$774,475	\$16.1	\$1,175,781	\$24.4	\$297,201	\$6.2	25.3%
BAYFIELD	16,411	No	\$560,697	\$34.2	\$747,280	\$45.5	\$194,796	\$11.9	26.1%
BROWN	222,646	Yes	\$1,505,653	\$6.8	\$3,612,838	\$16.2	\$2,107,185	\$9.5	58.3%
De Pere	22,780	No	\$174,913	\$7.7	\$402,790	\$17.7	\$227,877	\$10.0	56.6%
BUFFALO	14,292	No	\$340,914	\$23.9	\$469,294	\$32.8	\$128,380	\$9.0	27.4%
BURNETT	16,911	Yes	\$351,744	\$20.8	\$730,357	\$43.2	\$378,613	\$22.4	51.8%
CALUMET	35,402	No	\$332,303	\$9.4	\$905,980	\$25.6	\$573,677	\$16.2	63.3%
CHIPPEWA	62,286	Yes	\$873,703	\$14.0	\$1,604,344	\$25.8	\$757,831	\$12.2	47.2%
CLARK	34,900	No	\$351,495	\$10.1	\$731,732	\$21.0	\$401,203	\$11.5	54.8%
COLUMBIA	56,423	No	\$455,706	\$8.1	\$750,992	\$13.3	\$360,185	\$6.4	48.0%
CRAWFORD	17,674	Yes	\$66,175	\$3.7	\$313,119	\$17.7	\$246,944	\$14.0	78.9%
DANE	473,622	Yes	\$5,998,692	\$12.7	\$15,510,093	\$32.7	\$9,650,208	\$20.4	62.2%
DODGE	81,437	No	\$659,898	\$8.1	\$1,116,357	\$13.7	\$468,868	\$5.8	42.0%
DOOR	30,529	No	\$347,546	\$11.4	\$1,012,011	\$33.1	\$700,693	\$23.0	69.2%
DOUGLAS	44,448	No	\$528,068	\$11.9	\$1,389,006	\$31.3	\$860,938	\$19.4	62.0%
DUNN	43,683	No	\$763,161	\$17.5	\$747,280	\$17.1	\$460,457	\$10.5	61.6%
EAU CLAIRE	99,019	Yes	\$1,989,042	\$20.1	\$4,585,830	\$46.3	\$2,669,900	\$27.0	58.2%
FLORENCE	5,346	No	\$113,903	\$21.3	\$197,353	\$36.9	\$83,178	\$15.6	42.1%
FOND DU LAC	102,151	Yes	\$1,788,201	\$17.5	\$2,815,635	\$27.6	\$1,008,249	\$9.9	35.8%
FOREST	10,483	No	\$201,571	\$19.2	\$417,180	\$39.8	\$254,551	\$24.3	61.0%
GRANT	51,688	Yes	\$729,464	\$14.1	\$1,168,610	\$22.6	\$439,146	\$8.5	37.6%
GREEN	36,603	No	\$411,005	\$11.2	\$511,289	\$14.0	\$102,062	\$2.8	20.0%
GREEN LAKE	19,728	Yes	\$255,567	\$13.0	\$567,295	\$28.8	\$311,728	\$15.8	54.9%
IOWA	24,351	No	\$150,342	\$6.2	\$390,151	\$16.0	\$238,759	\$9.8	61.2%
IRON	7,096	No	\$252,429	\$35.6	\$393,669	\$55.5	\$190,006	\$26.8	48.3%
JACKSON	20,305	No	\$199,442	\$9.8	\$430,461	\$21.2	\$231,019	\$11.4	53.7%
JEFFERSON	66,730	No	\$716,423	\$10.7	\$1,483,262	\$22.2	\$271,095	\$4.1	18.3%
Watertown	23,165	Yes	\$493,792	\$21.3	\$675,432	\$29.2	\$181,640	\$7.8	26.9%
JUNEAU	27,774	Yes	\$500,164	\$18.0	\$970,279	\$34.9	\$470,115	\$16.9	48.5%

\* No county health department.

\*\* Tax levy is the difference between revenues and expenses.

\*\*\* Agency is a fiscal agent for a multi-jurisdictional consortium for public health programs or services other than public health preparedness.

County health departments appear in capital letters. Municipal health departments are indented.

The population count reflects the population in each department's jurisdiction. Populations of county LHDs in counties with municipal health departments do not include the populations of those municipalities.

Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2009.



## Local Health Department Revenues and Expenses

**Table 1. Local Health Department Revenues and Expenses, Wisconsin 2009 (continued)**

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
KENOSHA	162,243	Yes	\$4,663,965	\$28.7	\$6,741,143	\$41.5	\$2,077,178	\$12.8	30.8%
KEWAUNEE	21,488	No	\$171,576	\$8.0	\$384,188	\$17.9	\$216,031	\$10.1	56.2%
LA CROSSE	113,318	Yes	\$2,559,229	\$22.6	\$4,249,949	\$37.5	\$1,808,695	\$16.0	42.6%
LAFAYETTE	16,600	No	\$194,853	\$11.7	\$569,048	\$34.3	\$326,000	\$19.6	57.3%
LANGLADE	21,844	No	\$320,909	\$14.7	\$757,072	\$34.7	\$435,313	\$19.9	57.5%
LINCOLN	30,781	No	\$490,287	\$15.9	\$950,400	\$30.9	\$562,943	\$18.3	59.2%
MANITOWOC	85,065	No	\$942,539	\$11.1	\$2,027,781	\$23.8	\$1,085,242	\$12.8	53.5%
MARATHON	136,376	Yes	\$2,222,002	\$16.3	\$4,739,958	\$34.8	\$2,520,959	\$18.5	53.2%
MARINETTE	45,019	No	\$411,401	\$9.1	\$850,983	\$18.9	\$439,582	\$9.8	51.7%
MARQUETTE	15,516	No	\$224,056	\$14.4	\$478,820	\$30.9	\$254,764	\$16.4	53.2%
MENOMINEE	4,655	No	\$28,674	\$6.2	\$91,255	\$19.6	\$62,581	\$13.4	68.6%
MILWAUKEE*									
Cudahy	18,650	Yes	\$594,534	\$31.9	\$873,672	\$46.8	\$261,905	\$14.0	30.0%
Franklin	33,700	No	\$176,352	\$5.2	\$572,003	\$17.0	\$390,406	\$11.6	68.3%
Greendale	13,950	No	\$88,727	\$6.4	\$334,018	\$23.9	\$334,016	\$23.9	100.0%
Greenfield	36,300	No	\$206,178	\$5.7	\$563,343	\$15.5	\$583,416	\$16.1	103.6%
Hales Corners	7,646	No	\$74,427	\$9.7	\$205,492	\$26.9	\$147,176	\$19.2	71.6%
Milwaukee City	584,000	No	\$16,576,376	\$28.4	\$25,641,710	\$43.9	\$15,712,864	\$26.9	61.3%
North Shore	37,189	Yes	\$201,140	\$5.4	\$532,747	\$14.3	\$294,394	\$7.9	55.3%
Oak Creek	32,600	No	\$205,932	\$6.3	\$648,424	\$19.9	\$442,492	\$13.6	68.2%
St. Francis	8,936	No	\$78,430	\$8.8	\$172,949	\$19.4	\$170,750	\$19.1	98.7%
Shorewood/ Whitefish Bay	27,180	Yes	\$162,702	\$6.0	\$262,531	\$9.7	\$206,942	\$7.6	78.8%
South Milwaukee	21,250	Yes	\$289,669	\$13.6	\$593,743	\$27.9	\$438,514	\$20.6	73.9%
Wauwatosa	45,800	No	\$160,532	\$3.5	\$1,385,048	\$30.2	\$1,216,354	\$26.6	87.8%
West Allis	64,629	Yes	\$944,373	\$14.6	\$2,477,954	\$38.3	\$1,678,292	\$26.0	67.7%
MONROE	44,620	No	\$550,377	\$12.3	\$883,841	\$19.8	\$366,475	\$8.2	41.5%
OCONTO	39,455	No	\$464,954	\$11.8	\$822,745	\$20.9	\$357,791	\$9.1	43.5%
ONEIDA	39,129	No	\$976,648	\$25.0	\$1,351,314	\$34.5	\$476,859	\$12.2	35.3%
OUTAGAMIE	115,330	No	\$1,262,689	\$10.9	\$1,893,761	\$16.4	\$631,072	\$5.5	33.3%
Appleton	72,400	Yes	\$672,956	\$9.3	\$1,505,890	\$20.8	\$832,934	\$11.5	55.3%
OZAUKEE	87,173	No	\$474,310	\$5.4	\$1,338,175	\$15.4	\$860,038	\$9.9	64.3%
PEPIN	7,777	No	\$296,026	\$38.1	\$458,614	\$59.0	\$186,000	\$23.9	40.6%

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**Local Health Department Revenues and Expenses**

**Table 1. Local Health Department Revenues and Expenses, Wisconsin 2009 (continued)**

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
PIERCE	40,704	No	\$1,224,763	\$30.1	\$1,769,707	\$43.5	\$585,860	\$14.4	33.1%
POLK	46,231	Yes	\$1,573,854	\$34.0	\$2,335,166	\$50.5	\$863,277	\$18.7	37.0%
PORTAGE	70,785	No	\$1,219,695	\$17.2	\$2,329,315	\$32.9	\$1,109,620	\$15.7	47.6%
PRICE	16,173	No	\$633,117	\$39.1	\$1,136,170	\$70.3	\$612,520	\$37.9	53.9%
RACINE *									
Central Racine	57,934	No	\$369,757	\$6.4	\$758,359	\$13.1	\$387,270	\$6.7	51.1%
Racine City	82,344	No	\$1,116,939	\$13.6	\$2,887,503	\$35.1	\$1,954,153	\$23.7	67.7%
Western Racine	56,102	No	\$333,926	\$6.0	\$644,740	\$11.5	\$360,518	\$6.4	55.9%
RICHLAND	18,345	No	\$188,088	\$10.3	\$298,574	\$16.3	\$110,486	\$6.0	37.0%
ROCK	160,635	No	\$1,215,137	\$7.6	\$3,167,750	\$19.7	\$2,300,154	\$14.3	72.6%
RUSK	15,697	No	\$321,859	\$20.5	\$443,748	\$28.3	\$126,512	\$8.1	28.5%
ST. CROIX	79,905	No	\$783,861	\$9.8	\$1,626,984	\$20.4	\$843,123	\$10.6	51.8%
SAUK	61,338	Yes	\$854,678	\$13.9	\$1,323,085	\$21.6	\$491,256	\$8.0	37.1%
SAWYER	17,846	No	\$301,105	\$16.9	\$472,000	\$26.4	\$170,895	\$9.6	36.2%
SHAWANO	42,780	No	\$401,546	\$9.4	\$704,937	\$16.5	\$311,643	\$7.3	44.2%
SHEBOYGAN	117,566	No	\$1,198,236	\$10.2	\$3,238,154	\$27.5	\$2,039,918	\$17.4	63.0%
TAYLOR	20,177	No	\$368,456	\$18.3	\$613,166	\$30.4	\$302,100	\$15.0	49.3%
TREMPEALEAU	28,534	No	\$417,595	\$14.6	\$737,019	\$25.8	\$395,189	\$13.8	53.6%
VERNON	29,910	No	\$351,341	\$11.7	\$659,184	\$22.0	\$307,843	\$10.3	46.7%
VILAS	23,389	Yes	\$459,309	\$19.6	\$724,590	\$31.0	\$227,160	\$9.7	31.4%
WALWORTH	101,808	No	\$684,061	\$6.7	\$1,140,818	\$11.2	\$456,757	\$4.5	40.0%
WASHBURN	17,798	No	\$440,557	\$24.8	\$748,501	\$42.1	\$357,003	\$20.1	47.7%
WASHINGTON	131,066	Yes	\$925,370	\$7.1	\$1,975,483	\$15.1	\$1,050,113	\$8.0	53.2%
WAUKESHA	383,190	No	\$1,765,680	\$4.6	\$3,840,895	\$10.0	\$2,075,215	\$5.4	54.0%
WAUPACA	54,401	No	\$1,041,100	\$19.1	\$1,679,900	\$30.9	\$578,899	\$10.6	34.5%
WAUSHARA	25,438	Yes	\$616,358	\$24.2	\$1,111,130	\$43.7	\$494,772	\$19.5	44.5%
WINNEBAGO	55,767	No	\$1,145,018	\$20.5	\$1,925,467	\$34.5	\$807,375	\$14.5	41.9%
Menasha	17,437	No	\$379,173	\$21.7	\$629,888	\$36.1	\$157,831	\$9.1	25.1%
Neenah	25,800	No	\$274,270	\$10.6	\$590,775	\$22.9	\$294,457	\$11.4	49.8%
Oshkosh	65,900	No	\$521,608	\$7.9	\$968,426	\$14.7	\$446,818	\$6.8	46.1%
WOOD	77,171	No	\$960,932	\$12.5	\$1,992,792	\$25.8	\$1,031,859	\$13.4	51.8%

\* No county health department.  
 \*\* Tax levy is the difference between revenues and expenses.  
 \*\*\* Agency is a fiscal agent for a multi-jurisdictional consortium for public health programs or services other than public health preparedness.  
 County health departments appear in capital letters. Municipal health departments are indented.  
 The population count reflects the population in each department's jurisdiction. Populations of county LHDs in counties with municipal health departments do not include the populations of those municipalities.  
 Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2009.

**Local Health Department Staff**

**Table 2. Local Health Department Staff, Wisconsin 2009**

LHD	Population	Total Staff	Staff per 10,000 Pop.	Administrator Staff	Public Health Nurse Staff	Other Professional Staff	Para-professional Staff	Support Staff
STATE TOTAL	5,688,040	2,626	4.6	223	704	924	391	384
ADAMS	22,112	17	7.7	1	4	7	3	2
ASHLAND	17,055	21	12.3	7	4	1	3	6
BARRON	48,200	12	2.5	1	6	3		2
BAYFIELD	16,411	16	9.7	1	5	5	1	4
BROWN	222,646	44	2.0	5	15	12	4	8
De Pere	22,780	6	2.6	1	2	2	0	1
BUFFALO	14,292	13	9.1	2	2	4	0	5
BURNETT	16,911	10	5.9	1	4	3	1	1
CALUMET	35,402	19	5.4	2	6	4	1	6
CHIPPEWA	62,286	31	5.0	2	7	8	4	10
CLARK	34,900	10	2.7	2	4	1	0.5	2
COLUMBIA	56,423	11	1.9	2	5	2	1	1
CRAWFORD	17,674	7	4.0	1	3	0	1	2
DANE	473,622	237	5.0	16	74	53	72	22
DODGE	81,437	18	2.2	3	6	4	4	1
DOOR	30,529	36	11.8	1	7	21	4	3
DOUGLAS	44,448	15	3.4	2	4	4	2	3
DUNN	43,683	21	4.8	1	5	9	1	5
EAU CLAIRE	99,019	65	6.6	6	15	21	16	7
FLORENCE	5,346	6	11.2	1	0	3	1	1
FOND DU LAC	102,151	85	8.3	1	22	47	8	7
FOREST	10,483	9	8.6	1	1	4	0	3
GRANT	51,688	36	7.0	2	5	21	3	5
GREEN	36,603	16	4.4	1	4	7	0	4
GREEN LAKE	19,728	8	4.1	1	3	4	0	0
IOWA	24,351	14	5.7	1	7	2		4
IRON	7,096	9	12.7	1	1	5	0	2
JACKSON	20,305	10	4.9	2	3	3		2
JEFFERSON	66,730	30	4.5	2	8	4	12	4
Watertown	23,165	10	4.3	1	2	4	2	1
JUNEAU	27,774	17	6.1	2	4	6	1	4

\* No county health department.

Staffing information includes both health department employees and contracted personnel.

County health departments appear in capital letters. Municipal health departments are indented.

The population count reflects the population in each department's jurisdiction. Populations of county LHDs in counties with municipal health departments do not include the populations of those municipalities.

Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2009.

**Local Health Department Staff**

<b>LHD</b>	<b>Population</b>	<b>Total Staff</b>	<b>Staff per 10,000 Pop.</b>	<b>Administrator Staff</b>	<b>Public Health Nurse Staff</b>	<b>Other Professional Staff</b>	<b>Para-professional Staff</b>	<b>Support Staff</b>
KENOSHA	162,243	56	3.5	5	21	19	4	7
KEWAUNEE	21,488	10	4.7	1	3	4	0	2
LA CROSSE	113,318	90	7.9	1	11	39	27	12
LAFAYETTE	16,600	8	4.8	1	4	1	1	1
LANGLADE	21,844	17	7.8	2	6	6	0	3
LINCOLN	30,781	25	8.1	2	8	11	0	4
MANITOWOC	85,065	27	3.2	2	11	5	6	3
MARATHON	136,376	51	3.7	4	18	19	3	7
MARINETTE	45,019	35	7.8	1	14	15	1	4
MARQUETTE	15,516	9	5.8	1	2	4	0	2
MENOMINEE	4,655	1	2.1	1	0	0	0	0
MILWAUKEE*								
Cudahy	18,650	14	7.5	1	4	4	2	3
Franklin	33,700	11	3.3	1	7	2	0	1
Greendale	13,950	11	7.9	1	5	3	0	2
Greenfield	36,300	10	2.8	1	4	2	0	3
Hales Corners	7,646	7	9.2	1	2	2	1	1
Milwaukee City	584,000	262	4.5	39	47	103	57	16
North Shore	37,189	9	2.4	1	4	3		1
Oak Creek	32,600	10	3.1	2	4	2	2	0
St. Francis	8,936	7	7.8	1	1	2	2	1
Shorewood/ Whitefish Bay	27,180	6	2.2	1	1	3	0	1
South Milwaukee	21,250	14	6.6	1	4	5	2	2
Wauwatosa	45,800	19	4.1	2	6	7	1	3
West Allis	64,629	37	5.7	5	10	11	5	6
MONROE	44,620	16	3.6	2	5	3	2	4
OCONTO	39,455	14	3.5	1	3	6	3	1
ONEIDA	39,129	27	6.9	3	7	11	0	6
OUTAGAMIE	115,330	74	6.4	1	10	54	6	3
Appleton	72,400	47	6.5	3	8	9	24	3
OZAUKEE	87,173	29	3.3	2	20	5	0	2
PEPIN	7,777	14	18.0	1	4	4	2	3

\* No county health department.  
 Staffing information includes both health department employees and contracted personnel.  
 County health departments appear in capital letters. Municipal health departments are indented.  
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## Local Health Department Staff

<b>LHD</b>	<b>Population</b>	<b>Total Staff</b>	<b>Staff per 10,000 Pop.</b>	<b>Administrator Staff</b>	<b>Public Health Nurse Staff</b>	<b>Other Professional Staff</b>	<b>Para-professional Staff</b>	<b>Support Staff</b>
PIERCE	40,704	40	9.8	1	10	15	0	14
POLK	46,231	36	7.8	2	7	18	3	6
PORTAGE	70,785	31	4.4	1	14	8	5	3
PRICE	16,173	18	11.1	1	6	2	2	7
RACINE*								
Central Racine	57,934	9	1.6	1	4	2	1	1
Racine City	82,344	38	4.6	5	9	17	1	6
Western Racine Co.	56,102	16	2.9	1	5	4	3	3
RICHLAND	18,345	12	6.5	1	2	1	6	2
ROCK	160,635	40	2.5	5	15	13		7
RUSK	15,697	16	10.2	1	1	9	0	5
ST. CROIX	79,905	26	3.3	2	6	11	4	3
SAUK	61,338	41	6.7	4	8	19	2	8
SAWYER	17,846	18	10.1	2	3	4	2	7
SHAWANO	42,780	11	2.6	1	4	2	1	3
SHEBOYGAN	117,566	54	4.6	4	16	17	5	12
TAYLOR	20,177	17	8.4	1	2	7	4	3
TREMPEALEAU	28,534	12	4.2	1	3	4	1	3
VERNON	29,910	16	5.3	1	6	3	3	3
VILAS	23,389	11	4.7	1	2	4	3	1
WALWORTH	101,808	22	2.2	1	9	4	3	5
WASHBURN	17,798	10	5.6	1	4	1	0	4
WASHINGTON	131,066	36	2.7	4	11	3	10	8
WAUKESHA	383,190	78	2.0	5	21	33	9	10
WAUPACA	54,401	30	5.5	4	5	14	3	4
WAUSHARA	25,438	16	6.3	1	7	3	2	3
WINNEBAGO	55,767	33	5.9	1	10	11	4	7
Menasha	17,437	14	8.0	1	4	1	8	0
Neenah	25,800	13	5.0	1	5	1	4	2
Oshkosh	65,900	53	8.0	2	5	43	1	2
WOOD	77,171	33	4.3	2	8	12	4	7

\* No county health department.  
 Staffing information includes both health department employees and contracted personnel.  
 County health departments appear in capital letters. Municipal health departments are indented.  
 The population count reflects the population in each department's jurisdiction. Populations of county LHDs in counties with municipal health departments do not include the populations of those municipalities.  
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**Local Health Department FTEs**

**Table 3. Local Health Department FTE (Full-Time Equivalent) Staff, Wisconsin 2009**

<b>LHD</b>	<b>Population</b>	<b>Total FTEs</b>	<b>FTEs per 10,000 Pop.</b>	<b>Administrator FTEs</b>	<b>Public Health Nurse FTEs</b>	<b>Other Professional FTEs</b>	<b>Para-professional FTEs</b>	<b>Support FTEs</b>
<b>STATE TOTAL</b>	5,688,040	1855.1	3.3	205.7	540.8	532.4	283.8	292.5
ADAMS	22,112	8.2	3.7	1.0	2.2	2.3	1.4	1.3
ASHLAND	17,055	14.5	8.5	1.4	3.0	1.1	3.0	6.0
BARRON	48,200	12.0	2.5	1.0	6.0	3.0		2.0
BAYFIELD	16,411	10.6	6.5	1.0	2.5	3.1	0.5	3.5
BROWN	222,646	40.7	1.8	5.0	12.7	11.5	4.0	7.6
De Pere	22,780	4.5	2.0	1.0	1.6	1.1	0.0	0.8
BUFFALO	14,292	5.1	3.5	1.2	2.1	0.9	0.0	0.9
BURNETT	16,911	7.7	4.6	1.0	3.0	2.2	0.9	0.6
CALUMET	35,402	11.6	3.3	2.0	4.4	1.8	0.1	3.3
CHIPPEWA	62,286	19.8	3.2	2.0	5.9	3.9	1.8	6.3
CLARK	34,900	12.5	3.6	2.0	4.0	1.0	4.0	1.5
COLUMBIA	56,423	9.8	1.7	2.0	4.8	1.8	0.8	0.4
CRAWFORD	17,674	5.5	3.1	1.0	3.0	0.0	0.3	1.3
DANE	473,622	148.9	3.1	16.0	40.0	52.2	26.0	14.8
DODGE	81,437	61.8	7.6	1.3	5.4	1.9	52.3	1.0
DOOR	30,529	14.8	4.8	1.0	5.8	3.9	1.9	2.3
DOUGLAS	44,448	11.4	2.6	1.5	4.0	2.5	0.9	2.5
DUNN	43,683	17.6	4.0	1.0	4.6	6.7	0.8	4.5
EAU CLAIRE	99,019	51.0	5.1	5.4	13.7	17.5	7.2	7.3
FLORENCE	5,346	2.9	5.3	1.0	0.0	0.8	0.0	1.0
FOND DU LAC	102,151	31.5	3.1	1.0	14.5	5.8	5.5	4.7
FOREST	10,483	5.9	5.6	1.0	1.0	1.7	0.0	2.2
GRANT	51,688	26.0	5.0	2.0	4.2	14.9	0.4	4.5
GREEN	36,603	7.8	2.1	1.0	3.2	0.8	0.0	2.8
GREEN LAKE	19,728	6.6	3.4	1.0	2.8	2.9	0.0	0.0
IOWA	24,351	5.1	2.1	1.0	2.2	0.7	0.0	1.2
IRON	7,096	5.2	7.4	1.0	1.0	1.7	0.0	1.5
JACKSON	20,305	7.9	3.9	2.0	2.4	2.2	0.0	1.3
JEFFERSON	66,730	20.4	3.1	2.0	7.5	3.0	3.9	4.0
Watertown	23,165	7.8	3.3	1.0	1.0	3.7	1.1	1.0
JUNEAU	27,774	9.0	3.3	2.0	2.9	1.8	0.5	1.9

\* No county health department.

Staffing information includes both health department employees and contracted personnel.

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**Local Health Department FTEs**

**Table 3. Local Health Department FTE Staff, Wisconsin 2009 (continued)**

<b>LHD</b>	<b>Population</b>	<b>Total FTEs</b>	<b>FTEs per 10,000 Pop.</b>	<b>Administrator FTEs</b>	<b>Public Health Nurse FTEs</b>	<b>Other Professional FTEs</b>	<b>Para-professional FTEs</b>	<b>Support FTEs</b>
KENOSHA	162,243	46.5	2.9	4.2	13.2	18.4	4.0	6.7
KEWAUNEE	21,488	5.0	2.3	1.0	1.0	2.0	0.0	1.0
LA CROSSE	113,318	79.3	7.0	1.0	11.0	35.1	21.2	11.0
LAFAYETTE	16,600	7.0	4.2	1.0	3.8	0.2	1.0	1.0
LANGLADE	21,844	12.9	5.9	2.0	6.0	2.9	0.0	2.1
LINCOLN	30,781	12.8	4.2	1.0	6.6	2.6	0.0	2.6
MANITOWOC	85,065	23.1	2.7	2.0	9.7	4.2	4.8	2.4
MARATHON	136,376	39.1	2.9	4.0	12.0	14.6	2.0	6.5
MARINETTE	45,019	14.6	3.2	1.0	4.0	5.3	1.0	3.3
MARQUETTE	15,516	8.0	5.2	1.0	2.0	3.0	0.0	2.0
MENOMINEE	4,655	0.7	1.4	0.7	0.0	0.0	0.0	0.0
MILWAUKEE*								
Cudahy	18,650	12.4	6.7	1.0	4.0	2.4	2.0	3.0
Franklin	33,700	6.4	1.9	1.0	4.1	0.3	0.0	1.0
Greendale	13,950	4.5	3.3	1.0	2.0	0.3	0.0	1.2
Greenfield	36,300	7.0	1.9	1.0	3.0	1.0	0.0	2.0
Hales Corners	7,646	2.3	3.0	1.0	0.8	0.2	0.0	0.3
Milwaukee City	584,000	245.0	4.2	39.0	47.0	86.0	57.0	16.0
North Shore	37,189	5.9	1.6	1.0	3.0	1.1	0.0	0.8
Oak Creek	32,600	6.9	2.1	2.0	2.6	0.6	1.7	0.0
St. Francis	8,936	2.8	3.1	1.0	1.0	0.3	0.4	0.1
Shorewood/Whitefish Bay	27,180	4.2	1.5	1.0	0.5	1.7	0.0	1.0
South Milwaukee	21,250	6.2	2.9	1.0	3.0	0.8	0.3	1.2
Wauwatosa	45,800	13.9	3.0	2.0	5.5	4.4	0.1	1.9
West Allis	64,629	30.4	4.7	4.8	8.4	8.8	2.7	5.8
MONROE	44,620	11.6	2.6	2.0	4.6	2.0	0.0	3.0
OCONTO	39,455	11.0	2.8	1.0	3.0	4.1	2.1	0.8
ONEIDA	39,129	17.9	4.6	2.0	4.9	6.0	0.0	5.0
OUTAGAMIE	115,330	23.9	2.1	1.0	8.5	6.4	5.5	2.5
Appleton	72,400	42.6	5.9	3.0	6.1	7.5	24.0	2.0
OZAUKEE	87,173	17.1	2.0	2.0	8.1	5.0	0.0	2.0
PEPIN	7,777	5.6	7.2	1.0	2.1	0.8	0.0	1.7

\* No county health department.

Staffing information includes both health department employees and contracted personnel.

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**Local Health Department FTEs**

<b>Table 3. Local Health Department FTE Staff, Wisconsin 2009 (continued)</b>								
<b>LHD</b>	<b>Population</b>	<b>Total FTEs</b>	<b>FTEs per 10,000 Pop.</b>	<b>Administrator FTEs</b>	<b>Public Health Nurse FTEs</b>	<b>Other Professional FTEs</b>	<b>Para-professional FTEs</b>	<b>Support FTEs</b>
PIERCE	40,704	23.9	5.9	1.0	7.7	4.7	0.0	10.6
POLK	46,231	29.1	6.3	2.0	6.4	14.0	1.6	5.1
PORTAGE	70,785	22.1	3.1	1.0	11.2	5.7	2.3	1.9
PRICE	16,173	15.5	9.6	1.0	4.9	1.3	1.3	7.0
Racine*								
Central Racine	57,934	7.1	1.2	1.0	2.8	2.0	1.0	0.4
Racine City	82,344	35.2	4.3	5.0	9.0	14.8	0.9	5.5
West Racine	56,102	9.8	1.7	1.0	3.0	2.8	1.2	1.8
RICHLAND	18,345	4.5	2.4	1.0	2.0	0.1	0.2	1.2
ROCK	160,635	36.8	2.3	5.0	14.4	10.8	0.0	6.6
RUSK	15,697	5.4	3.4	1.0	0.1	3.3	0.0	1.0
ST. CROIX	79,905	21.1	2.6	2.0	5.5	8.2	3.1	2.3
SAUK	61,338	25.1	4.1	3.5	3.9	11.0	0.4	6.3
SAWYER	17,846	6.9	3.9	1.1	3.0	0.8	0.1	2.0
SHAWANO	42,780	10.4	2.4	1.0	4.0	1.8	0.6	3.0
SHEBOYGAN	117,566	32.7	2.8	4.0	13.0	6.4	2.0	7.3
TAYLOR	20,177	7.1	3.5	1.0	1.5	2.8	0.1	1.6
TREMPEALEAU	28,534	11.0	3.9	1.0	2.5	3.5	1.0	3.0
VERNON	29,910	9.2	3.1	1.0	5.0	1.1	0.0	2.1
VILAS	23,389	8.9	3.8	1.0	2.0	3.1	1.8	1.0
WALWORTH	101,808	16.5	1.6	1.0	5.5	4.0	1.0	5.0
WASHBURN	17,798	7.5	4.2	0.5	4.0	1.0	0.0	2.0
WASHINGTON	131,066	22.2	1.7	4.0	9.3	2.0	1.9	5.0
WAUKESHA	383,190	41.8	1.1	5.0	19.3	4.7	5.3	7.7
WAUPACA	54,401	20.0	3.7	3.2	3.6	9.8	0.4	3.0
WAUSHARA	25,438	14.4	5.7	1.0	6.4	3.0	1.0	3.0
WINNEBAGO	55,767	27.6	5.0	1.0	9.8	8.2	3.6	5.0
Menasha	17,437	8.2	4.7	1.0	3.2	1.0	3.0	0.0
Neenah	25,800	8.1	3.1	1.0	4.1	1.0	0.5	1.5
Oshkosh	65,900	11.7	1.8	1.0	4.3	4.4	0.5	1.5
WOOD	77,171	24.9	3.2	1.0	7.1	9.1	2.2	5.4
* No county health department.								
Staffing information includes both health department employees and contracted personnel.								
County health departments appear in capital letters. Municipal health departments are indented.								
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Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2009.								



## Local Health Department Service Levels

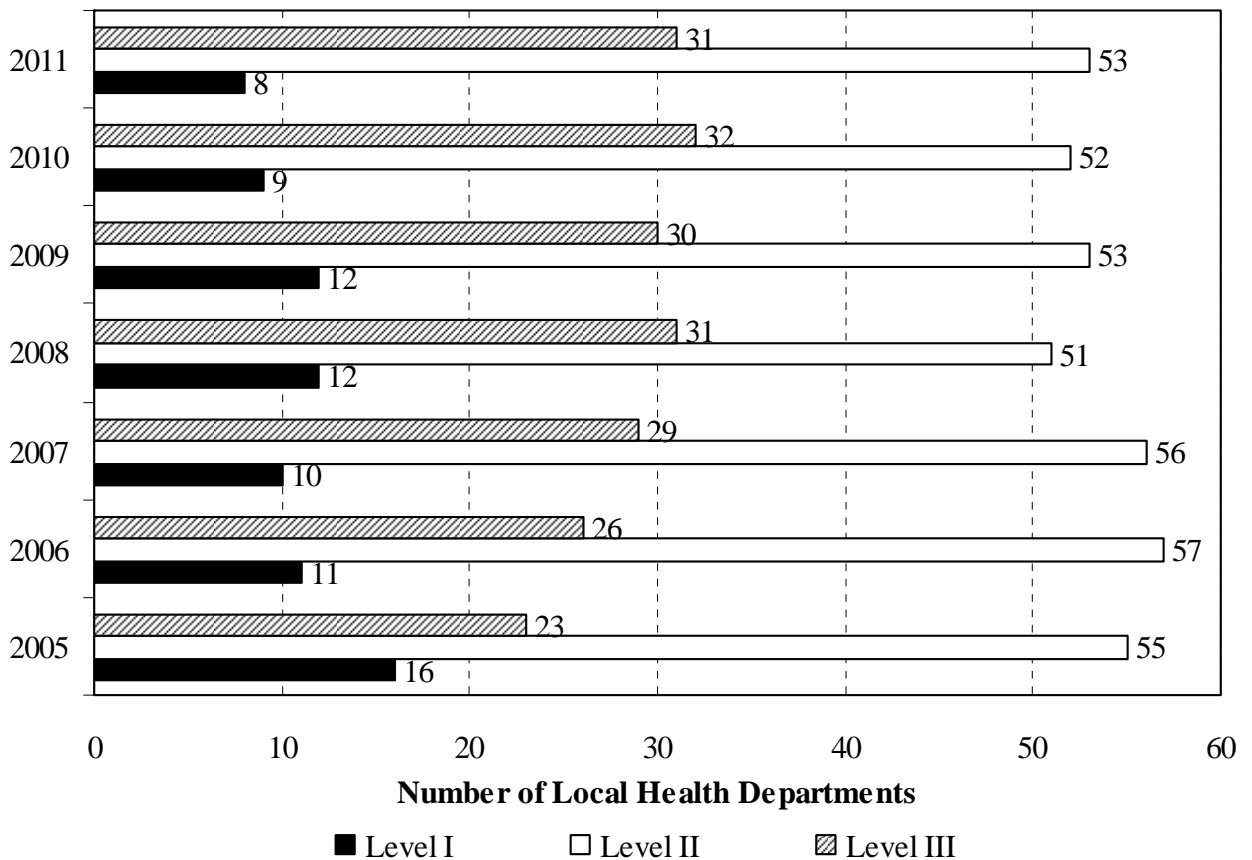
**Table 4. Local Health Departments by Level of Services, Wisconsin, FY 2005-2011**

	2005	2006	2007	2008	2009	2010	2011
Level I	16	11	10	12	12	9	8
Level II	55	57	56	51	53	52	53
Level III	23	26	29	31	30	32	31

Source: Chapter 140 reviews (unpublished data), Office of Policy and Practice Alignment, Division of Public Health, Wisconsin Department of Health Services.

Note: Wisconsin administrative code (DHS 140, Required Services of Local Health Departments) specifies required services for each of three levels of local health departments. Under s. 251.05 (2), Wis. Stats., all local health departments are to provide at least Level I services, while Level II and Level III local health departments are to provide additional services. Refer to the Appendix in this report, page 21, for the details of Level I, II, and III service levels. (Wisconsin Statutes 251.05 is available at: [http://www.lawserver.com/law/state/wisconsin/wi-laws/wisconsin\\_laws\\_251-05](http://www.lawserver.com/law/state/wisconsin/wi-laws/wisconsin_laws_251-05).) In some years, several local health departments were below Level I and were excluded from the table.

**Chart. Local Health Departments by Level of Services, Wisconsin FY 2005-2011**



Source: Chapter 140 reviews (unpublished data), Office of Policy and Practice Alignment, Division of Public Health, Wisconsin Department of Health Services.

<b>Local Health Department Financial Survey, Calendar Year 2009</b>	
<b>1. LOCAL AGENCY INFORMATION</b>	
Name of Local Health Department	
Name of Person Completing Survey	
Position of Person Completing Survey	
Telephone of Person Completing Survey	
E-mail of Person Completing Survey	
<b>2. CONSORTIA INFORMATION</b>	
Are you a fiscal agent for a multi-jurisdictional consortium for public health programs or services?	___ Yes    ___ No
<b>3. REVENUES. Please report the revenues received by your agency in calendar year 2009. Include only your agency's share of consortia funds. Exclude all home health care and personal care funds.</b>	
a. Federal Revenue Dollars	
b. State Revenue Dollars	
c. Fees for Services	
d. Donations reported as part of your annual budget	
e. Grants from Non-governmental Sources	
<b>TOTAL AGENCY REVENUES. This should be the total of all the above revenues. Do not include local tax levy.</b>	
<b>4. EXPENSES. Please report the expenses incurred by your agency in calendar year 2008. Include only your agency's share of consortia expenses. Exclude all home health care and personal care expenses. See definitions.</b>	
a. Personnel Expense Dollars	
b. Contracted Personnel and Services	
c. Other Expenses	
<b>TOTAL AGENCY EXPENSES</b>	
<b>5. LOCAL TAX LEVY</b> If not provided, the following information will be used to calculate your agency's local tax levy by taking the difference between total revenues and total expenses and adjusting for carry-over, etc.	
a. 2008 Carry-Over Amount	
b. 2009 Unspent Revenues	
<b>c. 2009 Local Tax Levy</b>	

**Survey Instrument**

<b>Local Health Department Financial Survey — Definitions/Examples</b>			
	Category	Definition	Examples
<b>REVENUES</b>	Federal dollars	Federal grant from the Federal Government directly or as a pass through from State Government. For bioterrorism consortia funds: include only your individual agency's share of these funds.	MCH Block Grant, PHHS - Block Grant, CDC Breast and Cervical Cancer, WIC
	State dollars	State GPR funds granted to local governments.	Childhood Lead, Well Woman funds, POCAN, Tobacco
	Fees for service	Payments received from a party for services provided. Do not report any revenues for home health care or personal care.	License fees, Insurance payments, Medicare/Medicaid
	Donations	Monies received as a donation/gift. Only include if it is reported as part of your agency's annual budget.	Estate gift
	Grants from non-Governmental sources	Grants received from a nongovernmental unit.	CAP fund, United Way, RWJ Foundation, Kellogg Foundation
<b>EXPENSES may include the following:</b>	Personnel	Costs associated with employees including salary/wages and benefits. Do not report any expenses for home health care or personal care.	
	Contracted Personnel and Services	Costs associated with contracted personnel (workers not considered to be agency employees) and other contracted services. Do not report any expenses for home health care or personal care.	
	Examples of "Other"	Rent, utilities, insurance costs.	
		Any expenditures that meet your agency's definition of a capital expenditure.	
	All other expenses not included in any other area.		

**Survey Instrument**

<b>Local Health Department Staffing Survey 2009</b>		
<b>LOCAL AGENCY INFORMATION</b>		
Name of Local Health Department		
Name of Person Completing Survey		
Position of Person Completing Survey		
Telephone of Person Completing Survey		
E-mail of Person Completing Survey		
How many Health Department Staff or Contracted Personnel are bilingual or function as a translator at certain times? This is NOT their primary classification but they have the capability. Indicate only the Number of Staff (whole number only), if applicable.	<b>Health Department Staff</b>	<b>Contracted Personnel</b>
How many Health Department Staff members belong to the following age groups? Indicate only the Number of Staff (whole number only).	<b>Health Department Staff</b>	<b># of Staff</b>
	Under 40 Years of Age	
	40 – 49	
	50 – 59	
	60 Years and Older	
How many Health Department Staff members belong to the following race/ethnic groups? Indicate only the Number of Staff (whole number only).	<b>Health Department Staff</b>	<b># of Staff</b>
	White non-Hispanic	
	Hispanic	
	Black or African American	
	American Indian or Alaska Native	
	Asian	
	Native Hawaiian or Other Pacific Islander	
	Other races	
	Two or more races	

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<b>STAFFING INFORMATION Staffing Function</b>	<b>Health Department Staff Only</b>		<b>Contracted Personnel Only</b>	
	<b>FTEs</b>	<b>Number of Staff (whole numbers only)</b>	<b>FTEs</b>	<b>Number of Staff (whole numbers only)</b>
Administrator				
Support Staff				
Computer Specialist				
Registered Sanitarian				
Other Environmental Health Professional				
Epidemiologist				
Emergency Preparedness Coordinator				
Public Health Nurse				
Registered Nurse				
Licensed Practical Nurse				
Nurse Practitioner				
Certified Dietitian				
Public Health Nutritionist				
Dietetic Technician				
Physician				
Dentist				
Dental Hygienist				
Public Health Educator				
Laboratory Professional				
Laboratory Technician				
Bilingual Health Aide/Interpreter/Translator				
Other Public Health Professional				
Other Public Health Paraprofessional				
<b>Total Number of Staff</b>				

<b>Health Department Staff Only</b>	<b># of Staff</b>
<b>CY2009 New Employees</b>	
<b>CY2009 Retirees</b>	
<b>Eligible to Retire</b>	

<b>Definitions: Local Health Department Staffing Survey</b>	
<b>Health Department Staff and Contracted Personnel</b>	<p><b>Who is Health Department Staff?</b> A general rule is that anyone who performs services for you is your employee <i>if you can control what will be done and how it will be done.</i></p> <p><b>Who is an Independent Contractor?</b> A general rule is that you, the payer, have the <i>right to control or direct only the result of the work</i> done by an independent contractor, and <i>not the means and methods of accomplishing the result.</i></p>
<b>FTEs and Staff</b>	<p>The number of FTEs is the number of full-time equivalents that your agency allocated to that position. This number can be a fraction if you have part-time people. The number of staff is the number of <b>actual people</b> your agency had in that position. This will always be a whole number. Count staff if there was someone in that position at any time during the year. For example, if you have 1 full-time person and 1 half-time person, you have 1.5 FTEs and 2 staff. If you have 3 full-time people, you have 3 FTEs and 3 staff. The number of FTEs will be less than or equal to the number of staff. The only exception would be if you had unfilled allocated FTEs for the entire year: the number of FTEs could then be greater than staff.</p>
Administrator	<p>This includes the Director; Health and Human Services Director; Public Health Deputy Director or Supervisor; Health Officer, as defined by Wisconsin Statutes, Chapter 251 and HFS 139; and other personnel who direct, supervise, plan, organize, control, and/or coordinate public health services, education, and policy in public health agencies.</p> <p><a href="http://www.legis.state.wi.us/statutes/Stat0251.pdf">http://www.legis.state.wi.us/statutes/Stat0251.pdf</a>  <a href="http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf">http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf</a></p>
Support Staff	<p>This classification represents workers who are generally considered support staff, provide assistance in general areas of agency operations and management. They are not specific to public health.</p>
Computer Specialist	<p>Computer Specialist Manages specialized technical aspects of computer operation, applications, operating systems and hardware.</p>
Registered Sanitarian	<p>As defined by Wisconsin Administrative Code Chapter HFS 160.  <a href="http://www.legis.state.wi.us/rsb/code/dhs/dhs160.pdf">http://www.legis.state.wi.us/rsb/code/dhs/dhs160.pdf</a></p>
Other Environmental Health Professional	<p>Applies biological, chemical and public health principles to control, eliminate, improve, and/or prevent environmental health hazards, in areas including food processing and service, sanitation, and water, air and soil contamination.</p>

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Epidemiologist	Investigates and describes the determinants and distribution of disease, disability, and other health outcomes and develops the means for their prevention and control; investigates, describes, and analyzes the efficacy of programs and interventions.
Public Health Nurse	As defined by Wisconsin Administrative Code Chapter DHS 101.03(149). Applies nursing and public health principles to assess, develop, implement and evaluate care plans and health programs related to health promotion, disease prevention, and health protection services for individuals, families and the community.  (149) "Public health nurse" means a registered nurse who has completed a baccalaureate degree program approved by the national league for nursing for public health nursing preparation or post-registered nurse study which includes content approved by the national league for nursing for public health nursing preparation.
Registered Nurse	Registered nurse working in a LHD who does not meet the requirements of DHS 139. <a href="http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf">http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf</a>
Licensed Practical Nurse	As defined by Wisconsin Statutes, Chapter 441 <a href="http://www.legis.state.wi.us/statutes/Stat0441.pdf">http://www.legis.state.wi.us/statutes/Stat0441.pdf</a>
Nurse Practitioner	As defined by Wisconsin Statutes, Chapter 441. <a href="http://www.legis.state.wi.us/statutes/Stat0441.pdf">http://www.legis.state.wi.us/statutes/Stat0441.pdf</a>
Certified Dietitian	As defined by Wisconsin Statutes, Chapter 448. <a href="http://www.legis.state.wi.us/statutes/Stat0448.pdf">http://www.legis.state.wi.us/statutes/Stat0448.pdf</a>
Public Health Nutritionist	Public Health Nutritionist: A person who is a certified dietitian (Stat. 448.70(1m)) and who meets qualification requirements specified by the department rule s.DHS139 to conduct a public health nutrition program. A public health nutrition program means the development, implementation and evaluation of population-based strategies by public health nutritionists to assure effective interventions related to nutrition and physical activity behaviors, the nutrition environment, and food and nutrition policy.
Dietetic Technician	Works under the close supervision of a certified dietitian or PH nutritionist to provide routine technical support services in public health agency clinics, including nutrition education, screening, record keeping and outreach. As defined by Wisconsin Statutes, Chapter 448. <a href="http://www.legis.state.wi.us/statutes/Stat0448.pdf">http://www.legis.state.wi.us/statutes/Stat0448.pdf</a>
Physician	Identifies persons or groups at risk of illness or disability and develops, implements and evaluates programs or interventions designed to prevent treat or ameliorate such risks. May provide direct medical services within the context of such programs.  As defined by Wisconsin Statutes, Chapter 448.01(5) <a href="http://www.legis.state.wi.us/statutes/Stat0448.pdf">http://www.legis.state.wi.us/statutes/Stat0448.pdf</a>
Dentist	As defined by Wisconsin Statutes, Chapter 447 <a href="http://www.legis.state.wi.us/statutes/Stat0447.pdf">http://www.legis.state.wi.us/statutes/Stat0447.pdf</a>
Dental Hygienist	As defined by Wisconsin Statutes, Chapter 447 <a href="http://www.legis.state.wi.us/statutes/Stat0447.pdf">http://www.legis.state.wi.us/statutes/Stat0447.pdf</a>
Public Health Educator	Designs, implements, evaluates, and provides consultation on educational programs and strategies to support and modify health-related behaviors of individuals, families, organizations and communities and to promote the

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	effective use of health programs and services.
Laboratory Professional	Plans, designs and implements laboratory procedures to identify and quantify agents in the environment which may be hazardous to human health, biological agents believed to be involved in the etiology of diseases in animals or humans or other physical, chemical or biologic hazards.
Laboratory Technician	Plans, performs and evaluates laboratory analyses and procedures and is not elsewhere classified.
Bilingual Health Aide/Interpreter/Translator	A public health worker from an indigenous community who is trained on-the-job to work under the close supervision of public health professionals to provide public health services, including interpretation for clients who do not speak English.
Other Public Health Professional	Any professional staff not included above: please list and define in the appropriate text box with a number and title of each position.
Other Public Health Paraprofessional	Any paraprofessional staff not included above: please list and define in the appropriate text box with a number and title of each position.

FTEs (Health Department Staff)

Number of Staff – whole numbers only (Health Department Staff)

FTEs (Contracted Personnel)

Number of Staff – whole numbers only (Contracted Personnel)



**APPENDIX**  
**Wisconsin Division of Public Health**  
**Five Required Services of All LHDs**  
**Local Health Departments: Levels I, II, III**

**Five Required Services of all LHDs:**

1. Communicable disease surveillance, prevention and control
2. Generalized public health nursing program
3. Health promotion
4. Disease prevention
5. Human health hazard prevention and control

Plus: Full-time health officer  
Board of Health

**Level I Local Health Department Rule Requirements for Services:**

1. Provide (or arrange for) all five basic public health services to the community
  - Communicable disease surveillance, prevention and control
  - Generalized public health nursing (PHN) program
  - Health promotion
  - Disease prevention
  - Human health hazard prevention and control
2. Voluntarily adhere to the framework for the generalized PHN program
3. Reports:
  - Submit annual report for the preceding calendar year if required by the local governing body
  - Submit annual survey of data that responds to the format as prescribed in the public health data system
  - Submit report of activities of the LHD for the preceding year that describes progress and performance toward achieving the objectives that the LHD has identified as part of its community assessment process.
4. Optional Services:
  - May provide any services of a Level II or Level III LHD (e.g., agent status)

**Level II Local Health Department Rule Requirements for Services:**

1. Provide (or arrange for) all five basic public health services to the community
  - Communicable disease surveillance, prevention and control
  - Generalized public health nursing program
  - Health promotion
  - Disease prevention
  - Human health hazard prevention and control
2. As required under DHS 140.05(1)(b), a Level II local health department shall provide or arrange for **at least 7 programs or services that address at least 5 health priorities in the current state health plan** (*Healthiest Wisconsin 2010*) and show evidence for all of the following:
  - Each objective is selected through a process based on assessed need, community involvement and participation; the process results in formal recognition that the objective is a public health priority for the community.
  - The LHD identifies resources or services it will commit to achieving the objectives.
  - Contemporary public health practices of proven merit are being used to provide services to the community to achieve the objectives.

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- The LHD has established a process whereby it will evaluate and report to the community on progress and performance toward achieving the objectives.
3. Voluntarily adhere to the framework for the generalized PHN program.
  4. Reports:
    - Submit annual report for the preceding calendar year if required by the local governing body
    - Submit annual survey of data that responds to the format as prescribed in the public health data system
    - Submit a report, in a format prescribed by the DHS, on activities of the LHD for the preceding calendar year, including a narrative that describes the progress and performance toward achieving the objectives identified as part of its community health assessment and that are linked to the current state health plan.
  5. Optional Services:
    - May provide any services of a Level III LHD (e.g., agent status)

### **Level III Local Health Department Rule Requirements for Services:**

1. Provide (or arrange for) all five basic public health services to the community
  - Communicable disease surveillance, prevention and control
  - Generalized public health nursing program
  - Health promotion
  - Disease prevention
  - Human health hazard prevention and control
2. In addition, as required under DHS 140.06 (1)(b), a Level III local health department shall provide or arrange for **at least 14 programs and services that address at least 7 health priorities in the current state health plan** (*Healthiest Wisconsin 2010*) and show evidence for all of the following:
  - Each objective is selected through a process based on assessed need, community involvement and participation; the process results in formal recognition that the objective is a public health priority for the community.
  - The LHD identifies resources or services it will commit to achieving the objectives.
  - Contemporary public health practices of proven merit are being used to provide services to the community to achieve the objectives.
  - The LHD has established a process whereby it will evaluate and report to the community on progress and performance toward achieving the objectives.
3. Voluntarily adhere to the framework for the generalized PHN program.
4. Voluntarily adhere to the framework for an environmental health program.
5. Reports:
  - Submit annual report for the preceding calendar year if required by the local governing body
  - Submit annual survey of data that responds to the format as prescribed in the public health data system
  - Submit a report, in a format prescribed by the DHS, on activities of the LHD for the preceding calendar year, including a narrative that describes the progress and performance toward achieving the objectives identified as part of its community health assessment and that are linked to the current state health plan.

### **Special Note: Designation of Local Health Departments DHS 140.07**

This section requires the Department to formally review the operations of all local health departments in a county or municipality at least every five years. The review shall result in a written finding as to whether the requirements for a Level I, II, III local health department have been met. These written findings shall address recommendations regarding staffing, functions, and practices. It also should address the timeframe for correction (not to exceed one year), technical resources to assist the LHD, and formal re-review to assure that deficiencies have been corrected.