

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**

6-13-2012

11:00 AM – NOTE TIME CHANGE

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [May 9, 2012](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. [May 2012 Communicable Disease Report](#)
 - 2. Community Health Improvement Plan Update
 - 3. Mass Clinic Walk Through Update
 - 4. Quality Improvement Grant Project Update
 - 5. [2010 Wisconsin Local Health Department Survey](#)
 - 6. Pertussis Update
- E. ACTION ITEMS
 - 1. Approval of TB Dispensary Contract 2012-13
 - 2. Neenah Joint School District Request for School Nurses Proposal
 - 3. Reinspection Fees for Licensed Establishments Listed Under DHS 172 (i.e. swimming pools, water attractions, whirlpools)
- F. HELD OVER BUSINESS
 - 1. Mobile Restaurant Registration Fee
- G. ADJOURNMENT
 - 1. Next Meeting August 8, 2012.

"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
May 9, 2012**

- A. Meeting called to order at 8 AM by Chairman C. Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Dorothy Jankowski, Dr. Teresa Rudolph, Sue Nett
- C. MINUTES TO APPROVE
1. Motion to approve minutes from April 11, 2012 made by D. Jankowski, and seconded by T. Rudolph. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. April 2012 Communicable Disease Report distributed and discussed. Wisconsin pertussis case summary for 2011 and pertussis report for Jan. thru April 2012 distributed. MHD is seeing an increase again in suspect cases. One confirmed case recently attended school while coughing. Letter was sent out to parents in that building.
 2. Quality Improvement Grant Project Update. Three staff recently attended training on the quality improvement process. This training should help in the development of the quality improvement plan and deciding on a project to meet the grant objectives. This is the preliminary planning stage for accreditation.
 3. Community Health Improvement Plan Update. The Fox Valley Community Health Coalition is the name chosen by the steering committee. A mission statement has been identified. The need that the group is focusing on is obesity. The group is going to meet monthly and will bring in other partners as the need arises. Board members discussed looking at school age children as a focus point.
 4. Mass Clinic Walk Through May 23, 2012 will be held at UW-FV from 9 to 11. BOH members are invited to attend. L. Asmus may attend if her work schedule can accommodate that time.
 5. Inspection Reports are now being posted on the department's website. Some owners concerned that visitors to the website may need to be reminded that the inspections are a picture in time and that the website needs to have a statement reflecting that information. T. Drew RS has reassured those owners that reports will be kept up to date and correction of any violations will be noted.
 6. Food Task Force. T. Drew RS met with four Menasha food establishment representatives to convene a food task force. (6 invitees total) The group plans on meeting on a regular basis. This was one of the requirements of the state as part of the FDA grant.
- E. ACTION ITEMS
1. Election of Chairperson. Motion made by D. Jankowski and seconded by L. Asmus to nominate C. Rusin as chairperson. No discussion. Motion carried.

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

2. Election of Vice-Chairperson. Motion made by D. Jankowski and seconded by T. Rudolph to nominate L. Asmus as vice-chairperson. No discussion. Motion carried.
3. Election of Secretary. S. Nett volunteered to continue as secretary. L. Asmus made a motion and seconded by T. Rudolph to accept S. Nett as secretary. Motion carried.
4. Seasonal Influenza Vaccination – Adults. S. Nett brought this up item up for informational purposes. One of the vaccine manufacturers now has an intradermal flu vaccine for adults available. The price is higher than the IM injectable. At this time, the health department prefers to stay with the lower cost IM injectable flu vaccine. L. Asmus thought it would be easier on staff to do the IM versus intradermal injection and quicker when doing a larger number of adults such as during the flu clinic at the school in the fall.
5. WALHDAB Ballot 2012-13. Election of Officers. S. Nett presented a brief synopsis of the ballot and persons listed. All those listed on the ballot are running unopposed. Motion to approve the slate of officers as presented on the WALHDAB ballot made by L. Asmus and seconded by T. Rudolph. Motion carried. S. Nett will submit the ballot back to WALHDAB.
6. Mobile Restaurant Registration Fee. S. Nett explained the council may be considering an ordinance for mobile restaurants. The health department would register mobile units from outside the city. The registration would be on an annual basis. The BOH will need to set the fee. L. Asmus questioned what is the fee for vendors for the farmers market. S. Nett indicated she wasn't aware of what that fee was and will check into it. C. Rusin questioned what would be involved in registering one of these units and what is the amount of time needed to process the registration. S. Nett suggested looking at the cost of the temporary non profit food license as the time to process this license would be about the same as the process for registering a mobile restaurant from outside the city. L. Asmus made a motion to hold this item until the additional information is brought back, seconded by D. Jankowski. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:05 made by T. Rudolph and seconded by L. Asmus. Motion carried. Next meeting June 13, 2012.

**Menasha Health Department
Communicable Disease Report
May 2012**

Chlamydia Trachomatis	4
Hepatitis C	2
Pertussis Probable	1
Confirmed	1
Salmonellosis	1

Wisconsin Local Health Department Survey, 2010



May 2012

Health Analytics Section
Office of Health Informatics
Division of Public Health
Wisconsin Department of Health Services

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). The 2010 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 2010 survey to local health officers online via the Health Alert Network (HAN), which allowed the LHDs to submit their responses electronically. The 2010 survey was available on the HAN beginning July 11, 2011, and the final survey was completed on October 20, 2011. 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 2010 annual survey. Included are tables showing financial data (revenues, expenses, local tax levies and per capita expenditures) and LHD staffing for 2010. All 92 LHDs in Wisconsin in 2010 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, now with the Bureau of Communicable Diseases and Emergency Response, compiled the data from the online survey.

This report was compiled by Yiwu Zhang in the Health Analytics Section of the Office of Health Informatics, DPH. Pat Nametz edited the report. Milda Aksamitauskas, Health Analytics Section Chief, supervised report preparation. Oskar Anderson, Director of the Office of Health Informatics, provided overall direction. Patricia Guhleman, Director, Office of Policy and Practice Alignment, reviewed the report draft.

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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Local Health Department Revenues and Expenses

Table 1. Local Health Department Revenues and Expenses, Wisconsin 2010

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
STATE TOTAL	5,695,950		\$87,508,995	\$15.36	\$159,320,775	\$27.97	\$77,034,153	\$13.52	48.4%
ADAMS	22,213	No	\$459,048	\$20.67	\$633,979	\$28.54	\$238,531	\$10.74	37.6%
ASHLAND	17,071	No	\$426,658	\$24.99	\$1,049,189	\$61.46	\$622,531	\$36.47	59.3%
BARRON	48,399	No	\$1,078,392	\$22.28	\$1,274,343	\$26.33	\$195,951	\$4.05	15.4%
BAYFIELD	16,674	No	\$562,458	\$33.73	\$811,426	\$48.66	\$254,663	\$15.27	31.4%
BROWN	223,634	Yes	\$794,746	\$3.55	\$2,870,254	\$12.83	\$2,075,508	\$9.28	72.3%
De Pere	23,020	No	\$175,152	\$7.61	\$421,354	\$18.30	\$246,202	\$10.70	58.4%
BUFFALO	14,268	No	\$297,784	\$20.87	\$524,800	\$36.78	\$227,016	\$15.91	43.3%
BURNETT	17,002	Yes	\$309,804	\$18.22	\$728,394	\$42.84	\$418,590	\$24.62	57.5%
CALUMET	33,883	No	\$319,011	\$9.42	\$898,715	\$26.52	\$579,705	\$17.11	64.5%
CHIPPEWA	62,600	Yes	\$1,024,792	\$16.37	\$1,560,069	\$24.92	\$618,931	\$9.89	39.7%
CLARK	34,950	No	\$339,637	\$9.72	\$788,115	\$22.55	\$448,478	\$12.83	56.9%
COLUMBIA	56,549	No	\$467,159	\$8.26	\$908,025	\$16.06	\$406,515	\$7.19	44.8%
CRAWFORD	17,745	No	\$91,838	\$5.18	\$354,439	\$19.97	\$262,601	\$14.80	74.1%
DANE	474,839	Yes	\$6,092,620	\$12.83	\$15,599,434	\$32.85	\$8,756,621	\$18.44	56.1%
DODGE	81,375	No	\$674,830	\$8.29	\$1,136,550	\$13.97	\$419,931	\$5.16	36.9%
DOOR	30,568	No	\$322,465	\$10.55	\$1,020,077	\$33.37	\$697,012	\$22.80	68.3%
DOUGLAS	44,710	No	\$478,372	\$10.70	\$1,198,505	\$26.81	\$720,133	\$16.11	60.1%
DUNN	43,992	No	\$793,713	\$18.04	\$1,255,886	\$28.55	\$446,555	\$10.15	35.6%
EAU CLAIRE	99,275	No	\$2,055,138	\$20.70	\$4,696,568	\$47.31	\$2,716,923	\$27.37	57.8%
FLORENCE	5,417	No	\$111,231	\$20.53	\$233,494	\$43.10	\$122,263	\$22.57	52.4%
FOND DU LAC	102,385	No	\$2,332,820	\$22.78	\$3,179,253	\$31.05	\$846,433	\$8.27	26.6%
FOREST	10,540	No	\$234,727	\$22.27	\$437,049	\$41.47	\$244,764	\$23.22	56.0%
GRANT	51,780	Yes	\$1,715,532	\$33.13	\$1,853,781	\$35.80	\$138,249	\$2.67	7.5%
GREEN	36,621	No	\$422,324	\$11.53	\$530,792	\$14.49	\$108,468	\$2.96	20.4%
GREEN LAKE	19,772	Yes	\$271,106	\$13.71	\$633,309	\$32.03	\$362,203	\$18.32	57.2%
IOWA	24,329	No	\$156,585	\$6.44	\$371,486	\$15.27	\$212,649	\$8.74	57.2%
IRON	7,093	No	\$213,681	\$30.13	\$456,760	\$64.40	\$193,347	\$27.26	42.3%
JACKSON	20,360	No	\$178,141	\$8.75	\$448,829	\$22.04	\$270,688	\$13.30	60.3%
JEFFERSON	66,822	No	\$699,064	\$10.46	\$1,417,462	\$21.21	\$712,913	\$10.67	50.3%
Watertown	23,127	Yes	\$544,153	\$23.53	\$653,861	\$28.27	\$184,420	\$7.97	28.2%
JUNEAU	27,760	Yes	\$518,925	\$18.69	\$1,052,383	\$37.91	\$519,812	\$18.73	49.4%

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.

* 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, 2010.

Local Health Department Revenues and Expenses

Table 1. Local Health Department Revenues and Expenses, Wisconsin 2010 (continued)

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
KENOSHA	162,694	Yes	\$4,609,177	\$28.33	\$6,409,402	\$39.40	\$2,075,227	\$12.76	32.4%
KEWAUNEE	21,530	No	\$183,176	\$8.51	\$395,521	\$18.37	\$205,935	\$9.57	52.1%
LA CROSSE	113,758	Yes	\$2,820,164	\$24.79	\$4,719,067	\$41.48	\$1,946,159	\$17.11	41.2%
LAFAYETTE	16,556	No	\$388,928	\$23.49	\$557,578	\$33.68	\$178,783	\$10.80	32.1%
LANGLADE	21,868	No	\$269,811	\$12.34	\$701,236	\$32.07	\$431,424	\$19.73	61.5%
LINCOLN	30,822	No	\$528,137	\$17.14	\$1,040,678	\$33.76	\$529,070	\$17.17	50.8%
MANITOWOC	85,074	No	\$1,248,322	\$14.67	\$2,192,791	\$25.78	\$944,469	\$11.10	43.1%
MARATHON	136,874	Yes	\$2,203,144	\$16.10	\$4,809,531	\$35.14	\$2,606,387	\$19.04	54.2%
MARINETTE	45,188	No	\$432,716	\$9.58	\$907,839	\$20.09	\$475,123	\$10.51	52.3%
MARQUETTE	15,536	No	\$111,597	\$7.18	\$554,215	\$35.67	\$299,115	\$19.25	54.0%
MENOMINEE	4,656	No	\$40,322	\$8.66	\$101,318	\$21.76	\$60,306	\$12.95	59.5%
MILWAUKEE*									
Cudahy	18,660	Yes	\$620,838	\$33.27	\$1,005,325	\$53.88	\$379,437	\$20.33	37.7%
Franklin	33,900	No	\$158,073	\$4.66	\$582,045	\$17.17	\$423,972	\$12.51	72.8%
Greendale	13,970	No	\$139,365	\$9.98	\$339,552	\$24.31	\$286,290	\$20.49	84.3%
Greenfield	36,300	No	\$221,507	\$6.10	\$583,460	\$16.07	\$587,821	\$16.19	100.7%
Hales Corners	7,619	No	\$87,364	\$11.47	\$209,482	\$27.49	\$147,677	\$19.38	70.5%
Milwaukee City	580,500	No	\$17,646,802	\$30.40	\$26,015,813	\$44.82	\$12,338,339	\$21.25	47.4%
North Shore	37,098	Yes	\$201,566	\$5.43	\$483,082	\$13.02	\$281,516	\$7.59	58.3%
Oak Creek	32,600	No	\$285,767	\$8.77	\$652,418	\$20.01	\$644,475	\$19.77	98.8%
St. Francis	8,959	No	\$79,343	\$8.86	\$167,182	\$18.66	\$170,750	\$19.06	102.1%
Shorewood/ Whitefish Bay	27,170	Yes	\$68,102	\$2.51	\$275,429	\$10.14	\$155,844	\$5.74	56.6%
South Milwaukee	21,230	Yes	\$272,791	\$12.85	\$626,198	\$29.50	\$431,343	\$20.32	68.9%
Wauwatosa	45,800	No	\$226,030	\$4.94	\$1,358,380	\$29.66	\$1,132,350	\$24.72	83.4%
West Allis	64,643	Yes	\$796,914	\$12.33	\$2,591,207	\$40.08	\$2,279,989	\$35.27	88.0%
MONROE	44,791	No	\$549,009	\$12.26	\$886,390	\$19.79	\$373,770	\$8.34	42.2%
OCONTO	39,567	No	\$353,529	\$8.93	\$834,783	\$21.10	\$481,254	\$12.16	57.7%
ONEIDA	39,282	Yes	\$1,085,158	\$27.62	\$1,174,440	\$29.90	\$480,259	\$12.23	40.9%
OUTAGAMIE	115,823	No	\$1,151,161	\$9.94	\$1,941,221	\$16.76	\$790,060	\$6.82	40.7%
Appleton	72,563	No	\$624,320	\$8.60	\$1,485,013	\$20.47	\$860,693	\$11.86	58.0%
OZAUKEE	87,447	No	\$608,195	\$6.96	\$1,344,768	\$15.38	\$837,425	\$9.58	62.3%
PEPIN	7,760	No	\$300,112	\$38.67	\$540,089	\$69.60	\$221,170	\$28.50	41.0%

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.

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Local Health Department Revenues and Expenses

Table 1. Local Health Department Revenues and Expenses, Wisconsin 2010 (continued)

LHD	Population	Fiscal Agent ***	Revenues		Expenses		Tax Levy **		
			Total	Per Capita	Total	Per Capita	Total	Per Capita	% of Total Exp.
PIERCE	40,776	No	\$1,191,029	\$29.21	\$1,798,950	\$44.12	\$640,370	\$15.70	35.6%
POLK	46,171	Yes	\$1,602,479	\$34.71	\$2,453,554	\$53.14	\$834,760	\$18.08	34.0%
PORTAGE	71,242	No	\$1,305,565	\$18.33	\$2,435,087	\$34.18	\$1,129,522	\$15.85	46.4%
PRICE	16,182	No	\$638,542	\$39.46	\$1,166,589	\$72.09	\$528,047	\$32.63	45.3%
RACINE *									
Central Racine	57943	No	\$360,679	\$6.22	\$766,094	\$13.22	\$387,270	\$6.68	50.6%
Racine City	82,338	No	\$1,851,390	\$22.49	\$3,578,106	\$43.46	\$1,798,159	\$21.84	50.3%
Western Racine	56,175	No	\$804,310	\$14.32	\$835,565	\$14.87	\$31,255	\$0.56	3.7%
RICHLAND	18,366	No	\$140,060	\$7.63	\$255,795	\$13.93	\$115,735	\$6.30	45.2%
ROCK	160,826	No	\$1,446,937	\$9.00	\$3,440,406	\$21.39	\$1,993,469	\$12.40	57.9%
RUSK	15,678	No	\$379,620	\$24.21	\$538,707	\$34.36	\$154	\$0.01	0.0%
ST. CROIX	79,919	No	\$1,219,696	\$15.26	\$1,959,776	\$24.52	\$740,080	\$9.26	37.8%
SAUK	61,481	Yes	\$864,245	\$14.06	\$1,438,317	\$23.39	\$504,053	\$8.20	35.0%
SAWYER	17,935	No	\$342,555	\$19.10	\$414,918	\$23.13	\$227,952	\$12.71	54.9%
SHAWANO	42,752	No	\$467,171	\$10.93	\$783,540	\$18.33	\$311,643	\$7.29	39.8%
SHEBOYGAN	117,650	No	\$1,318,619	\$11.21	\$3,177,466	\$27.01	\$1,829,847	\$15.55	57.6%
TAYLOR	20,181	No	\$396,730	\$19.66	\$627,375	\$31.09	\$308,280	\$15.28	49.1%
TREMPEALEAU	28,569	No	\$417,402	\$14.61	\$588,769	\$20.61	\$206,648	\$7.23	35.1%
VERNON	29,974	No	\$360,847	\$12.04	\$680,503	\$22.70	\$319,656	\$10.66	47.0%
VILAS	23,422	Yes	\$597,601	\$25.51	\$794,831	\$33.94	\$197,230	\$8.42	24.8%
WALWORTH	102,022	No	\$803,207	\$7.87	\$1,261,559	\$12.37	\$458,352	\$4.49	36.3%
WASHBURN	17,848	No	\$441,967	\$24.76	\$790,440	\$44.29	\$344,684	\$19.31	43.6%
WASHINGTON	131,343	Yes	\$916,227	\$6.98	\$2,014,134	\$15.33	\$1,097,907	\$8.36	54.5%
WAUKESHA	383,864	No	\$1,615,741	\$4.21	\$3,807,182	\$9.92	\$2,191,441	\$5.71	57.6%
WAUPACA	54,500	No	\$916,194	\$16.81	\$1,344,850	\$24.68	\$416,106	\$7.63	30.9%
WAUSHARA	25,539	Yes	\$618,036	\$24.20	\$1,127,084	\$44.13	\$509,047	\$19.93	45.2%
WINNEBAGO	57,635	No	\$1,338,474	\$23.22	\$2,234,987	\$38.78	\$849,209	\$14.73	38.0%
Menasha	17,605	No	\$485,350	\$27.57	\$696,136	\$39.54	\$117,128	\$6.65	16.8%
Neenah	25,800	No	\$245,228	\$9.50	\$530,185	\$20.55	\$284,957	\$11.04	53.7%
Oshkosh	66,080	No	\$655,221	\$9.92	\$994,600	\$15.05	\$339,379	\$5.14	34.1%
WOOD	77,123	No	\$1,294,527	\$16.79	\$2,301,236	\$29.84	\$996,775	\$12.92	43.3%

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.

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Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2010.

Local Health Department Staff

Table 2. Local Health Department Staff, Wisconsin 2010								
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	5,695,950	2,497	4.4	239	627	857	325	416
ADAMS	22,213	21	9.5	1	4	9	4	3
ASHLAND	17,071	17	10.0	2	3	3	3	6
BARRON	48,399	12	2.5	1	5	4	0	2
BAYFIELD	16,674	24	14.4	2	5	7	4	6
BROWN	223,634	43	1.9	6	13	10	4	10
De Pere	23,020	9	3.9	1	2	5	0	1
BUFFALO	14,268	17	11.9	2	2	3	5	5
BURNETT	17,002	10	5.9	2	3	3	1	1
CALUMET	33,883	18	5.3	3	6	3	2	4
CHIPPEWA	62,600	27	4.3	2	5	10	2	8
CLARK	34,950	12	3.4	2	4	1	3	2
COLUMBIA	56,549	15	2.7	2	5	4	2	2
CRAWFORD	17,745	6	3.4	1	3	0	1	1
DANE	474,839	206	4.3	16	48	53	74	15
DODGE	81,375	17	2.1	3	6	3	4	1
DOOR	30,568	17	5.6	1	6	4	3	3
DOUGLAS	44,710	16	3.6	2	4	5	2	3
DUNN	43,992	52	11.8	1	4	40	2	6
EAU CLAIRE	99,275	70	7.1	8	15	21	13	13
FLORENCE	5,417	5	9.2	1	0	2	1	1
FOND DU LAC	102,385	89	8.7	1	18	55	8	7
FOREST	10,540	12	11.4	2	1	4	0	5
GRANT	51,780	37	7.1	2	8	16	6	5
GREEN	36,621	10	2.7	1	3	2	1	3
GREEN LAKE	19,772	8	4.0	1	3	4	0	0
IOWA	24,329	8	3.3	1	4	2	0	1
IRON	7,093	8	11.3	1	1	4	0	2
JACKSON	20,360	11	5.4	2	3	4	0	2
JEFFERSON	66,822	32	4.7	2	8	7	11	4
Watertown	23,127	10	4.3	1	2	5	1	1
JUNEAU	27,760	21	7.6	2	4	7	5	3

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.
 * No county health department.
 Staffing information includes both health department employees and contracted personnel.
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 Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2010.

Local Health Department Staff

LHD	Population	Total Staff	Staff per 10,000 Pop.	Administrator Staff	Public Health Nurse Staff	Other Professional Staff	Para-professional Staff	Support Staff
KENOSHA	162,694	53	3.3	5	20	20	2	6
KEWAUNEE	21,530	11	5.1	1	1	5	2	2
LA CROSSE	113,758	95	8.4	1	11	35	36	12
LAFAYETTE	16,556	9	5.4	1	4	1	2	1
LANGLADE	21,868	12	5.5	1	4	4	0	3
LINCOLN	30,822	24	7.8	2	8	10	0	4
MANITOWOC	85,074	27	3.2	2	10	8	4	3
MARATHON	136,874	50	3.7	1	15	25	2	7
MARINETTE	45,188	14	3.1	1	4	4	1	4
MARQUETTE	15,536	15	9.7	4	3	6	0	2
MENOMINEE	4,656	1	2.1	1	0	0	0	0
MILWAUKEE*								
Cudahy	18,660	14	7.5	1	4	5	1	3
Franklin	33,900	13	3.8	1	7	4	0	1
Greendale	13,970	7	5.0	1	4	1	0	1
Greenfield	36,300	11	3.0	1	4	3	0	3
Hales Corners	7,619	8	10.5	1	2	3	1	1
Milwaukee City	580,500	250	4.3	49	61	60	12	68
North Shore	37,098	7	1.9	1	4	1	0	1
Oak Creek	32,600	12	3.7	2	4	2	0	4
St. Francis	8,959	7	7.8	1	1	2	2	1
Shorewood/ Whitefish Bay	27,170	8	2.9	4	1	2	0	1
South Milwaukee	21,230	12	5.7	1	3	5	1	2
Wauwatosa	45,800	19	4.1	3	6	7	0	3
West Allis	64,643	39	6.0	5	10	13	5	6
MONROE	44,791	15	3.3	1	6	3	1	4
OCONTO	39,567	13	3.3	1	3	6	2	1
ONEIDA	39,282	28	7.1	3	5	13	1	6
OUTAGAMIE	115,823	75	6.5	3	8	55	6	3
Appleton	72,563	22	3.0	1	9	9	0	3
OZAUKEE	87,447	15	1.7	1	9	3	0	2
PEPIN	7,760	12	15.5	1	4	4	0	3

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.
 * No county health department.
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Local Health Department Staff

LHD	Population	Total Staff	Staff per 10,000 Pop.	Administrator Staff	Public Health Nurse Staff	Other Professional Staff	Para-professional Staff	Support Staff
PIERCE	40,776	37	9.1	1	9	12	0	15
POLK	46,171	38	8.2	2	7	20	3	6
PORTAGE	71,242	28	3.9	1	13	6	5	3
PRICE	16,182	18	11.1	2	4	4	2	6
RACINE*								
Central Racine	57,943	9	1.6	1	4	2	1	1
Racine City	82,338	39	4.7	5	9	15	3	7
Western Racine Co.	56,175	12	2.1	1	4	4	0	3
RICHLAND	18,366	7	3.8	1	2	1	1	2
ROCK	160,826	40	2.5	5	15	11	2	7
RUSK	15,678	13	8.3	1	1	6	0	5
ST. CROIX	79,919	26	3.3	3	6	10	4	3
SAUK	61,481	43	7.0	4	8	17	5	9
SAWYER	17,935	10	5.6	3	3	1	0	3
SHAWANO	42,752	17	4.0	3	4	7	2	1
SHEBOYGAN	117,650	53	4.5	4	15	18	6	10
TAYLOR	20,181	15	7.4	1	2	5	4	3
TREMPEALEAU	28,569	9	3.2	1	2	4	1	1
VERNON	29,974	18	6.0	1	6	3	4	4
VILAS	23,422	12	5.1	1	2	4	3	2
WALWORTH	102,022	20	2.0	2	8	3	6	1
WASHBURN	17,848	8	4.5	1	4	1	0	2
WASHINGTON	131,343	37	2.8	5	11	3	12	6
WAUKESHA	383,864	62	1.6	5	21	16	9	11
WAUPACA	54,500	29	5.3	3	4	14	4	4
WAUSHARA	25,539	17	6.7	1	7	4	1	4
WINNEBAGO	57,635	30	5.2	1	11	10	2	6
Menasha	17,605	16	9.1	1	4	9	2	0
Neenah	25,800	10	3.9	1	5	2	0	2
Oshkosh	66,080	32	4.8	1	3	26	0	2
WOOD	77,123	34	4.4	2	8	12	5	7

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.
 * No county health department.
 Staffing information includes both health department employees and contracted personnel.
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 Populations shown are estimates provided by the Wisconsin Department of Administration for January 1, 2010.

Local Health Department FTEs

Table 3. Local Health Department FTE (Full-Time Equivalent) Staff, Wisconsin 2010								
LHD	Population	Total FTEs	FTEs per 10,000 Pop.	Administrator FTEs	Public Health Nurse FTEs	Other Professional FTEs	Para-professional FTEs	Support FTEs
STATE TOTAL	5,695,950	1,774.1	3.1	222.0	543.0	497.1	167.8	344.3
ADAMS	22,213	9.3	4.2	1.0	3.1	2.9	1.0	1.3
ASHLAND	17,071	15.2	8.9	1.4	2.8	2.0	3.0	6.0
BARRON	48,399	12.0	2.5	1.0	5.0	4.0	0.0	2.0
BAYFIELD	16,674	10.8	6.5	1.0	2.1	3.1	1.0	3.5
BROWN	223,634	38.6	1.7	6.0	11.0	9.0	3.8	8.8
De Pere	23,020	4.9	2.1	1.0	1.6	1.5	0.0	0.8
BUFFALO	14,268	6.0	4.2	1.0	1.1	2.1	1.6	0.2
BURNETT	17,002	7.7	4.5	1.0	2.6	2.4	0.9	0.8
CALUMET	33,883	11.9	3.5	2.0	5.0	1.0	0.3	3.6
CHIPPEWA	62,600	18.0	2.9	2.0	4.7	4.9	1.0	5.4
CLARK	34,950	8.9	2.5	2.0	4.0	1.0	0.4	1.5
COLUMBIA	56,549	11.5	2.0	2.0	4.2	2.2	1.1	2.0
CRAWFORD	17,745	1.6	0.9	0.0	0.0	0.0	0.3	1.3
DANE	474,839	149.1	3.1	16.0	40.6	52.2	26.1	14.3
DODGE	81,375	11.9	1.5	1.3	5.3	1.8	2.6	1.0
DOOR	30,568	12.2	4.0	1.0	5.1	2.1	1.7	2.3
DOUGLAS	44,710	11.5	2.6	1.5	4.0	2.6	0.9	2.5
DUNN	43,992	16.5	3.8	1.0	3.8	4.6	1.8	5.3
EAU CLAIRE	99,275	53.1	5.3	6.8	13.7	15.5	6.7	10.5
FLORENCE	5,417	2.9	5.3	1.0	0.0	0.8	0.0	1.0
FOND DU LAC	102,385	32.4	3.2	1.0	13.2	9.7	4.2	4.3
FOREST	10,540	6.2	5.9	1.0	1.0	1.7	0.0	2.5
GRANT	51,780	27.4	5.3	2.0	7.2	9.3	4.4	4.5
GREEN	36,621	7.4	2.0	1.0	2.8	0.7	0.1	2.8
GREEN LAKE	19,772	6.6	3.4	1.0	2.8	2.9	0.0	0.0
IOWA	24,329	4.4	1.8	1.0	2.1	0.3	0.0	1.0
IRON	7,093	4.4	6.2	1.0	1.0	0.9	0.0	1.5
JACKSON	20,360	8.7	4.2	2.0	2.4	3.0	0.0	1.3
JEFFERSON	66,822	26.1	3.9	2.0	8.0	4.4	7.7	4.0
Watertown	23,127	8.2	3.5	1.0	1.0	4.2	1.0	1.0
JUNEAU	27,760	10.2	3.7	2.0	3.1	1.9	0.7	2.5

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.
 * 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 FTEs

Table 3. Local Health Department FTE Staff, Wisconsin 2010 (continued)

LHD	Population	Total FTEs	FTEs per 10,000 Pop.	Administrator FTEs	Public Health Nurse FTEs	Other Professional FTEs	Para-professional FTEs	Support FTEs
KENOSHA	162,694	47.4	2.9	5.0	15.3	19.4	2.0	5.8
KEWAUNEE	21,530	4.9	2.3	1.0	1.0	1.4	0.5	1.0
LA CROSSE	113,758	82.2	7.2	1.0	11.0	32.6	27.1	10.5
LAFAYETTE	16,556	6.7	4.0	1.0	3.4	0.2	1.1	1.0
LANGLADE	21,868	7.6	3.5	1.0	4.0	1.1	0.0	1.5
LINCOLN	30,822	12.5	4.1	1.0	6.6	2.3	0.0	2.6
MANITOWOC	85,074	20.6	2.4	2.0	9.4	3.7	3.1	2.4
MARATHON	136,874	40.8	3.0	1.0	13.1	18.6	1.5	6.6
MARINETTE	45,188	12.0	2.6	1.0	3.5	3.1	1.0	3.3
MARQUETTE	15,536	11.6	7.5	4.0	2.5	3.1	0.0	2.0
MENOMINEE	4,656	0.7	1.4	0.7	0.0	0.0	0.0	0.0
MILWAUKEE*								
Cudahy	18,660	12.0	6.4	1.0	4.0	3.2	0.8	3.0
Franklin	33,900	6.8	2.0	1.0	4.1	0.7	0.0	1.0
Greendale	13,970	3.7	2.7	1.0	1.5	0.2	0.0	1.0
Greenfield	36,300	7.1	1.9	1.0	3.0	1.1	0.0	2.0
Hales Corners	7,619	2.4	3.2	1.0	0.8	0.3	0.0	0.3
Milwaukee City	580,500	250.0	4.3	49.0	61.0	60.0	12.0	68.0
North Shore	37,098	5.3	1.4	1.0	3.0	0.5	0.0	0.8
Oak Creek	32,600	8.2	2.5	2.0	2.6	0.7	0.0	2.9
St. Francis	8,959	2.8	3.1	1.0	1.0	0.3	0.4	0.1
Shorewood/ Whitefish Bay	27,170	5.5	2.0	2.2	1.0	1.5	0.0	0.8
South Milwaukee	21,230	5.7	2.7	1.0	2.5	0.7	0.2	1.2
Wauwatosa	45,800	13.6	3.0	3.0	5.5	3.3	0.0	1.8
West Allis	64,643	31.4	4.9	5.0	8.4	9.5	2.8	5.8
MONROE	44,791	12.1	2.7	1.0	5.6	2.3	0.3	3.0
OCONTO	39,567	10.8	2.7	1.0	3.0	4.1	1.9	0.8
ONEIDA	39,282	19.7	5.0	2.0	4.8	7.6	0.2	5.0
OUTAGAMIE	115,823	23.4	2.0	3.0	7.0	5.9	5.0	2.5
Appleton	72,563	16.9	2.3	1.0	6.1	7.8	0.0	2.0
OZAUKEE	87,447	13.3	1.5	1.0	7.8	3.0	0.0	1.5
PEPIN	7,760	5.9	7.6	1.0	2.1	0.9	0.0	1.9

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.
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Local Health Department FTEs

Table 3. Local Health Department FTE Staff, Wisconsin 2010 (continued)								
LHD	Population	Total FTEs	FTEs per 10,000 Pop.	Administrator FTEs	Public Health Nurse FTEs	Other Professional FTEs	Para-professional FTEs	Support FTEs
PIERCE	40,776	23.8	5.8	1.0	7.6	4.7	0.0	10.6
POLK	46,171	30.1	6.5	2.0	6.4	15.2	1.4	5.1
PORTAGE	71,242	23.0	3.2	1.0	11.4	6.5	2.2	1.9
PRICE	16,182	14.5	9.0	1.4	3.6	1.5	2.0	6.0
Racine*								
Central Racine	57,943	7.0	1.2	1.0	2.6	2.0	1.0	0.4
Racine City	82,338	34.3	4.2	5.0	8.2	12.1	2.5	6.5
West Racine	56,175	9.1	1.6	1.0	2.7	3.4	0.0	2.0
RICHLAND	18,366	3.6	2.0	1.0	2.0	0.1	0.1	0.4
ROCK	160,826	36.8	2.3	5.0	14.4	10.0	0.8	6.6
RUSK	15,678	5.6	3.6	1.0	0.1	3.5	0.0	1.0
ST. CROIX	79,919	20.5	2.6	3.0	5.5	7.2	2.3	2.5
SAUK	61,481	27.0	4.4	3.6	4.3	11.2	1.1	6.8
SAWYER	17,935	7.8	4.3	2.2	3.0	0.5	0.0	2.1
SHAWANO	42,752	11.2	2.6	2.8	4.0	1.9	1.5	1.0
SHEBOYGAN	117,650	34.1	2.9	4.0	14.3	5.9	1.8	8.1
TAYLOR	20,181	7.2	3.6	1.0	1.5	2.8	0.1	1.8
TREMPEALEAU	28,569	7.5	2.6	1.0	2.0	2.5	1.0	1.0
VERNON	29,974	9.3	3.1	1.0	5.1	1.2	0.0	2.0
VILAS	23,422	8.6	3.7	1.0	2.0	3.2	1.4	1.0
WALWORTH	102,022	12.6	1.2	1.5	4.8	3.0	2.3	1.0
WASHBURN	17,848	7.0	3.9	0.2	4.0	1.0	0.0	1.8
WASHINGTON	131,343	24.0	1.8	5.0	9.3	2.5	3.8	3.5
WAUKESHA	383,864	43.0	1.1	5.0	19.3	5.3	4.8	8.7
WAUPACA	54,500	15.7	2.9	2.7	3.1	6.2	0.7	3.0
WAUSHARA	25,539	14.0	5.5	1.0	5.9	3.2	0.0	4.0
WINNEBAGO	57,635	25.2	4.4	1.0	9.8	8.0	0.8	5.6
Menasha	17,605	8.4	4.8	1.0	3.2	3.5	0.8	0.0
Neenah	25,800	7.2	2.8	0.6	4.1	1.0	0.0	1.5
Oshkosh	66,080	11.5	1.7	1.0	3.0	5.5	0.5	1.5
WOOD	77,123	25.6	3.3	1.0	7.5	9.0	2.7	5.4

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.
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Demographic Information of Local Health Department Employees

Table 4. Local Health Department Employees by Race and Ethnicity by Region, Wisconsin 2010

Region	White (Non- Hispanic)	African American	Asian	American Indian/ Alaska Native	Native Hawaiian/ Pacific Islander	Hispanic	Other	Unknown	Total
	Northeastern	386	0	11	0	0	10	1	
Northern	213	0	3	1	0	2	1	77	297
Southeastern	485	75	12	2	0	27	3	50	654
Southern	368	7	9	1	1	15	1	98	500
Western	383	0	6	0	1	2	2	86	480
Total	1,835	82	41	4	2	56	8	469	2,497

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.

Table 5. Local Health Department Employees by Age by Region, Wisconsin 2010

Region	Age					Total
	< 40	40-49	50-59	60+	Unknown	
Northeastern	86	98	167	57	158	566
Northern	58	43	97	32	67	297
Southeastern	174	126	210	91	53	654
Southern	127	89	133	52	99	500
Western	119	107	132	38	84	480
All	564	463	739	270	460	2,497

Source: Wisconsin Local Health Department Survey, 2010; Division of Public Health, Department of Health Services.

- In calendar year 2010, local health departments in Wisconsin hired 160 new employees.
- Thirty-nine employees in Wisconsin local health departments retired in 2010.
- In 2010, 273 current employees in Wisconsin local health departments were eligible to retire (age 55 and above).

Local Health Department Service Levels

- In 2010, 8 out of 92 (9%) Wisconsin local health departments provided only basic Level I services (see Appendix for the definition of three levels); 53 LHDs (58%) also provided Level II services; and the remaining 31 LHDs (34%) provided all three levels of services.

Table 6. Local Health Departments by Level of Services, Wisconsin, 2005-2011

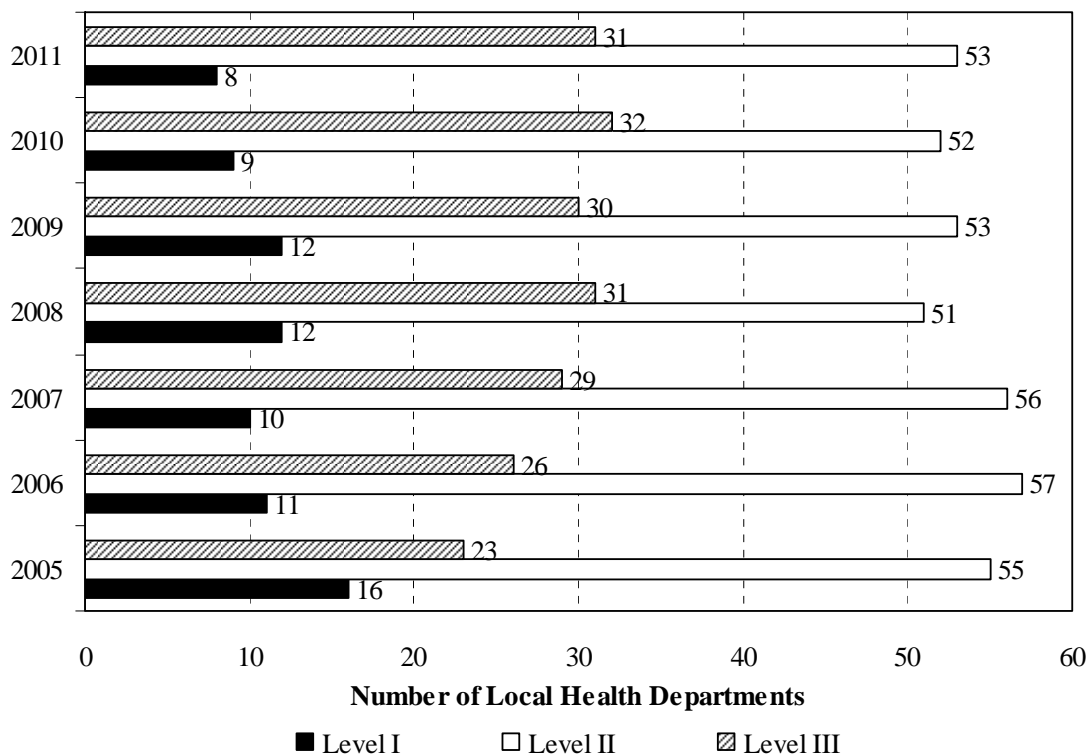
	2005		2006		2007		2008		2009		2010		2011	
Level I	16	17%	11	12%	10	11%	12	13%	12	13%	9	10%	8	9%
Level II	55	59%	57	61%	56	59%	51	54%	53	56%	52	56%	53	58%
Level III	23	24%	26	28%	29	31%	31	33%	30	32%	32	34%	31	34%
All LHDs	94	100%	94	100%	95	100%	94	100%	95	100%	93	100%	92	100%

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

Percent total may not add to 100 due to rounding.

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 22, 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.) 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, 2005-2011



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

Local Health Department Financial Survey, Calendar Year 2010	
1. LOCAL AGENCY INFORMATION	
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	
2. CONSORTIA INFORMATION	
Are you a fiscal agent for a multi-jurisdictional consortium for public health programs or services?	___ Yes ___ No
3. REVENUES. Please report the revenues received by your agency in calendar year 2010. Include only your agency's share of consortia funds. Exclude all home health care and personal care funds.	
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	
TOTAL AGENCY REVENUES. This should be the total of all the above revenues. Do not include local tax levy.	
4. EXPENSES. Please report the expenses incurred by your agency in calendar year 2009. Include only your agency's share of consortia expenses. Exclude all home health care and personal care expenses. See definitions.	
a. Personnel Expense Dollars	
b. Contracted Personnel and Services	
c. Other Expenses	
TOTAL AGENCY EXPENSES	
5. LOCAL TAX LEVY 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	
c. 2009 Local Tax Levy	

Survey Instrument

Local Health Department Financial Survey — Definitions/Examples			
	Category	Definition	Examples
REVENUES	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
EXPENSES may include the following:	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

Local Health Department Staffing Survey 2010		
LOCAL AGENCY INFORMATION		
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.	Health Department Staff	Contracted Personnel
How many Health Department Staff members belong to the following age groups? Indicate only the Number of Staff (whole number only).	Health Department Staff	# of Staff
	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).	Health Department Staff	# of Staff
	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		

Survey Instrument

STAFFING INFORMATION Staffing Function	Health Department Staff Only		Contracted Personnel Only	
	FTEs	Number of Staff (whole numbers only)	FTEs	Number of Staff (whole numbers only)
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				
Total Number of Staff				

Health Department Staff Only	# of Staff
CY2010 New Employees	
CY2010 Retirees	
Eligible to Retire	

Definitions: Local Health Department Staffing Survey	
Health Department Staff and Contracted Personnel	<p>Who is Health Department Staff? 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>Who is an Independent Contractor? 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>
FTEs and Staff	<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 actual people 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 DHS 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>http://www.legis.state.wi.us/statutes/Stat0251.pdf http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf</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 SPS 174-177. https://docs.legis.wisconsin.gov/code/admin_code/sps/professional_services/170/174</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. http://www.legis.state.wi.us/rsb/code/dhs/dhs139.pdf
Licensed Practical Nurse	As defined by Wisconsin Statutes, Chapter 441 http://www.legis.state.wi.us/statutes/Stat0441.pdf
Nurse Practitioner	As defined by Wisconsin Statutes, Chapter 441. http://www.legis.state.wi.us/statutes/Stat0441.pdf
Certified Dietitian	As defined by Wisconsin Statutes, Chapter 448. http://www.legis.state.wi.us/statutes/Stat0448.pdf
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. http://www.legis.state.wi.us/statutes/Stat0448.pdf
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) http://www.legis.state.wi.us/statutes/Stat0448.pdf
Dentist	As defined by Wisconsin Statutes, Chapter 447 http://www.legis.state.wi.us/statutes/Stat0447.pdf
Dental Hygienist	As defined by Wisconsin Statutes, Chapter 447 http://www.legis.state.wi.us/statutes/Stat0447.pdf
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

Survey Instrument

	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.

Appendix

- 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, or 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.