

RESOLUTION NO. 2021-118

RESOLUTION BY THE HEALTH AND HUMAN DEVELOPMENT COMMITTEE AUTHORIZING THE RACINE COUNTY BOARD OF HEALTH BYLAWS AND ORIENTATION MANUAL

To the Honorable members of the Racine County Board of Supervisors:

WHEREAS on January 1, 2022, the Racine County Public Health Division was created as a local public health department and now provides public health services to the areas formerly served by the Central Racine County Health Department (CRCHD); and

WHEREAS, pursuant to the Intergovernmental Agreement Authorizing the Creation of the Racine County Public Health Division, Racine County authorized the creation of a Board of Health to ensure the Racine County Public Health Division provides all services required by statute, local ordinance and the Intergovernmental Agreement; and

WHEREAS, the Racine County Board of Health By-Laws, as set forth in Exhibit A, and Board of Health Orientation Manual, as set forth in Exhibit B, will aid the Board of Health in conducting its operations consistent with state and local requirements.

NOW THEREFORE BE IT RESOLVED by the Racine County Board of Supervisors that the Racine County Board of Health By-Laws and Board of Health Orientation Manual are authorized and approved for implementation and use by the Racine County Board of Health; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the Racine County Board of Health By-Laws and Manual may be subject to any amendments, modifications and edits as deemed necessary and appropriate by the Board of Health, the Local Health Officer or the Human Services Director.

Respectfully submitted,

1st Reading _____

HEALTH AND HUMAN DEVELOPMENT COMMITTEE

2nd Reading _____

Scott Maier, Chairman

Adopted _____

Robert N. Miller, Vice Chairman

For _____

Against _____

Absent _____

Fabi Maldonado, Secretary

VOTE REQUIRED: Majority

Prepared by:
Corporation Counsel

Jason Eckman

Eric Hopkins

Jody Spencer

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

EXHIBIT A



Racine County

Public Health

RACINE COUNTY

BOARD OF HEALTH BY-LAWS

2022

Racine County Public Health Division
10005 Northwestern Avenue, Suite A
Franksville, WI 53126

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1. BOARD OF HEALTH ESTABLISHED.

The Racine County Board of Health, referred to as Board of Health, was established January 1, 2022, in accordance with the *Intergovernmental Agreement Regarding Creation of a Racine County Public Health Division* (the “IGA”).

2. BOARD MEMBERS, OFFICERS, AND MEETINGS

(a) Members. Pursuant to Wis. Stat. Section 251.03 and in accordance with the IGA, the Board of Health:

- i. Shall consist of not more than nine members who reflect the diversity of the jurisdiction served and who have demonstrated an interest or competence in the field of public health or community health. Additionally, a good faith effort will be made to appoint a registered nurse and a physician.
- ii. Members are appointed by the County Executive, subject to confirmation by the County Board of Supervisors. Upon any vacancy, the Health Officer and/or Board of Health will recommend names of potential appointees to the County Executive.
- iii. Will be made up of the following members:
 - Five (5) citizens who are not elected officials or employees of Racine County who have a demonstrated interest or competence in the field public health and who live in the jurisdiction served
 - Three (3) Racine County Board Supervisors serving districts with a majority of constituents in the jurisdiction served
 - One (1) Medical Advisor

(b) Officers. The Board of Health shall elect:

- i. Chairperson
- ii. Vice Chairperson

(c) Meetings. The Board of Health shall meet:

- i. The Board of Health shall, at minimum, meet quarterly in accordance with Wis. Stat. Section 251.04(5).
 - Racine County Board of Health meets monthly unless otherwise noted.
 - Board members may attend any meeting of such body by telephone, videoconference or other electronic means. A member so participating shall count toward the quorum of the body. No action taken by the body shall be invalidated on the grounds that the loss of, or poor quality of, a member’s individual connection prevented effective participation by that member in the meeting. Appropriate equipment shall be used by the body so that the attending public of the meeting can contemporaneously hear such person’s participation in the meeting. Each member participating remotely is responsible for ensuring the quality of his/her connection such that the other members of the body and those in attendance can adequately monitor the participation of the remote member as to the matters taken up at the meeting. No person shall be allowed to participate remotely in any meeting where there is an inadequate connection or the equipment used by the body is unavailable or unusable at the time of the meeting.
- ii. Official oaths shall be taken by all members pursuant to Wis. Stat. Section 19.01.

3. BOARD OF HEALTH ORIENTATION

- (a) New Board of Health members shall receive the Racine County *Orientation Manual for Board of Health Members, Racine County Board of Health By-Laws, Public Health Division Code of Ordinances, and the Intergovernmental Agreement Regarding Creation of a Racine County Public Health Division* from the Health Officer.

4. RULES AND MINUTES

- (a) Robert's Rules of Order (latest edition) shall apply to all meetings of the Board of Health except as otherwise provided by state statute or these by-laws.
- (b) A majority of the members shall constitute a quorum.
- (c) All questions shall be determined by a concurring vote of the majority of the Board of Health members present unless otherwise provided. A member participating remotely as set forth above is considered "present."
- (d) A majority vote of the Board of Health members present shall be necessary in the following instance: to adopt any resolution, regulation or effect any other action on the part of the Board.
- (e) The Racine County Human Services Department shall provide clerking services, including but not limited to assisting the Chair in the issuance of agendas, taking minutes of all Board of Health meetings and maintaining the official records of the Board of Health.
- (f) Meetings of the Board of Health shall be open to the public except where a closed session is permitted under section 19.85 of the Wisconsin Open Meetings Law. Notice of the date, time, and place of each meeting along with the agenda for each meeting shall be published in accordance with section 19.84 of Wisconsin Statutes.

5. OBJECTIVES

The Board of Health shall ensure that the Racine County Public Health Division provides all services required by Chapter 251 of the Wisconsin Statutes and DHS 140 of the Wisconsin Administrative Code for a Level III health department. Such services include, but are not limited to, public health nursing services, prevention and control of communicable disease and other disease, promotion of health and abatement or removal of human health hazards pursuant to DHS 140.06.

The Board of Health shall provide leadership that fosters local involvement and commitment, emphasizes public health needs, and advocates for equitable distribution of public health resources. The Board of Health shall make recommendations to the Health Officer regarding overall operations. The Board of Health shall comply with any regulations set forth in State Statute and that may be set forth in Racine County's Code of Ordinances.

6. POWERS AND DUTIES OF THE BOARD OF HEALTH

Consistent with the requirements of Wis. Stats. Chapter 251, the Board of Health:

- (a) Shall assure the enforcement of state public health statutes and public health rules of the department as specified in Wis. Stat. Section 251.04(1).
- (b) Shall assure that its local health department is a Level I, Level II, or Level III local health department pursuant to Wis. Stat. Section 251.04(2).
- (c) May adopt by-laws and policies and procedures for its own guidance and for the governance of the Racine County Public Health Division, that it considers necessary to protect and improve public health. The regulations may be no less stringent than, and may not conflict with, state statutes and rules of the department as specified in Wis. Stat. Section 251.04(3).
- (d) Shall report to the department as required by rule and in accordance with Wis. Stat. Section 251.04(4).
- (e) Shall Assess public health needs and advocate for the provision of reasonable and necessary public health services pursuant to Wis. Stat. Section 251.04(6)(a).
- (f) Shall develop policy and provide leadership that fosters local involvement and commitment, that emphasizes public health needs and that advocates for equitable distribution of public health resources and complementary private activities commensurate with public health needs pursuant to Wis. Stat. Section 251.04(6)(b).
- (g) Shall assure that measures are taken to provide an environment in which individuals can be healthy pursuant to Wis. Stat. Section 251.04(7).
- (h) Shall employ qualified public health professionals, including a public health nurse to conduct general public health nursing programs under the direction of the local board of health and in cooperation with the department, and may employ one or more sanitarians to conduct environmental programs and other public health programs not specifically designated by statute as functions of the public health nurse pursuant to Wis. Stat. Section 251.04(8).
- (i) Shall prepare an annual budget of its proposed expenditures for the ensuing fiscal year and submit same to the County Board for an appropriation pursuant to Wis. Stat. Section 251.10.

7. LOCAL HEALTH DEPARTMENT DUTIES

- (a) The Board of Health ensures that the Public Health Division, pursuant to Wis. Stat. Section 251.05(3), shall:
 - i. Regularly and systematically collect, assemble, analyze, and make available information on the health of the community, including statistics on health status, community health needs and epidemiologic and other studies of health problems.

- ii. Develop public health policies and procedures for the community.
- iii. Involve key policymakers and the general public in determining and developing a community health improvement plan that includes actions to implement the services and functions specified under s. 250.03 (1) (L).
- iv. Submit data, as requested, to the local public health data system established by the department.
- v. Act as agent of the department, if designated by the secretary under s. 250.042 (1).

(b) Pursuant to Wis. Stat. Section 251.09, the Public Health Division may jointly provide health services with other local health departments as agreed upon under s. 66.0301, if approved by Board of Health.

8. JURISDICTION OF PUBLIC HEALTH DIVISION

(a.) Pursuant to Wis. Stats 251.08, the Public Health Division jurisdiction shall extend to the entire area represented by the governing body of the county, except the City of Racine which has its own health department.

9. REFERENCES

- a. Chapter 251 of the Wisconsin Statutes.
- b. DHS Admin Code 41.
- c. Racine County Code of Ordinances.
- d. Intergovernmental Agreement.
- e. Board of Health Orientation.



**Orientation Manual for
Racine County Public Health Division
Board of Health Members**

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1. INTRODUCTION

As a member of Racine County Public Health Division (RCPH) Board of Health, you assume a responsible and important role in public health. The provision of optimum public health services is dependent on the involvement of knowledgeable and concerned local citizens. The local Board of Health is obligated, by both statutes and local ordinances, to safeguard and promote the public health and well-being of citizens in your community.

To assist you in this process, RCPH is pleased to offer this manual as a reference and resource. The goals of this manual are to:

- ✓ Orient local Board of Health members and other officials to the world of public health in Racine County, Wisconsin, and the United States.
- ✓ Provide local Board of Health members with useful reference materials.
- ✓ Foster working relationships among local Board of Health members, the Health Officer, and other Public Health Division staff.
- ✓ Improve cooperation among local boards of health, Wisconsin Division of Public Health and other health-related governmental agencies and organizations.

Please take time to review this manual and refer to it regularly during your tenure as a local Board of Health member. It is intended to give a greater understanding of important concerns and issues facing local boards of health and to increase your ability to fulfill your responsibilities in an informed, insightful and effective manner.

Acknowledgements:

Thank you to the American Public Health Association, National Association of City and County Health Officials, Kenosha County Division of Health (KCDOH) and Wisconsin Department of Human Services (DHS) for much of the content of this manual.

2. WHAT IS PUBLIC HEALTH

According to the American Public Health Association, public health promotes and protects the health of people and the communities where they live, learn, work and play. While a doctor treats people who are sick, **those of us working in public health try to prevent people from getting sick or injured in the first place.** We also promote wellness by encouraging healthy behaviors.

From conducting scientific research to educating about health, people in the field of public health work to assure the conditions in which people can be healthy. That can mean vaccinating children and adults to prevent the spread of disease. Or educating people about the risks of alcohol and tobacco. Public health sets safety standards to protect workers and develops school nutrition programs to ensure kids have access to healthy food.

Public health works to track disease outbreaks, prevent injuries and shed light on why some of us are more likely to suffer from poor health than others. The many facets of public health include speaking out for laws that promote smoke-free indoor air and seatbelts, spreading the word about ways to stay healthy and giving science-based solutions to problems.

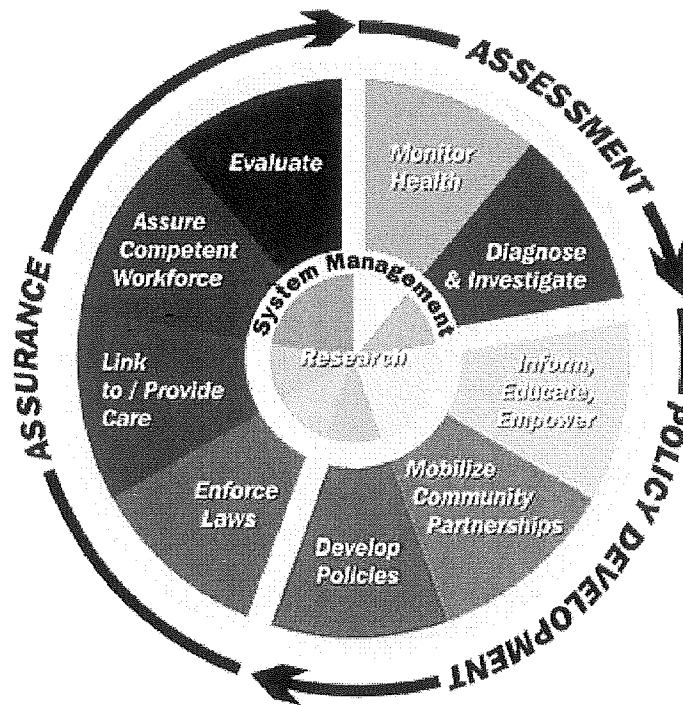
Public health prevention programs in our community range from childhood immunizations and protections of people from disease outbreaks and disasters to keeping our food safe and promoting interventions to reduce chronic stress and health conditions.

Public health saves money, improves our quality of life, helps children thrive and reduces human suffering. For example, seatbelt use reduces serious injuries and death in car crashes by 50%. For each 10% increase in local public health spending, infant deaths decrease 6%, cardiovascular deaths decrease 3.2%, and diabetes deaths decrease 1.4%. Every \$1 spent on prevention saves \$5.60 in health spending. Every \$1 spend on childhood vaccines saves \$16.50 in future health care costs. **Seventy-five percent (75%) of U.S. health spending is on preventable chronic conditions but only 3 cents of every \$1 spent on health care goes toward public health and prevention.**

3. PUBLIC HEALTH FUNCTIONS AND SYSTEM

Core Functions and Essential Services

The three core functions and 10 essential public health services describe the public health activities that all communities should undertake, according to the Centers for Disease Control and Prevention (CDC).



Assessment

- Monitor health status to identify and solve community health problems
- Diagnose and investigate health problems and health hazards in the community

Policy Development

- Inform, educate, and empower people about health issues
- Mobilize community partnerships and action to identify and solve health problems
- Develop policies and plans that support individual and community health efforts

Assurance

- Enforce laws and regulations that protect health and ensure safety
- Link people to needed personal health services and assure the provision of health care when otherwise unavailable
- Assure a competent public health and personal health care workforce
- Evaluate effectiveness, accessibility, and quality of personal and population-based health services
- Research for new insights and innovative solutions to health problem

The Public Health System

Public health systems are commonly defined by CDC as “all public, private, and voluntary entities that contribute to the delivery of essential public health services within a jurisdiction.” This concept ensures that all entities’ contributions to the health and well-being of the community or state are recognized in assessing the provision of public health services. The public health system includes:

- Public health agencies at state and local levels
- Healthcare providers
- Public safety agencies
- Human service and charity organizations
- Education and youth development organizations
- Recreation and arts-related organizations
- Economic and philanthropic organizations
- Environmental agencies and organizations

A Functional Local Health Department

The National Association of City and County Health Officials (NACCHO) defines local health department functions as the following:

- Understands the specific health issues confronting the community, and how physical, behavioral, environmental, social, and economic conditions affect them.
- Investigates health problems and health threats.
- Prevents, minimizes, and contains adverse health effects from communicable diseases, disease outbreaks from unsafe food and water, chronic diseases, environmental hazards, injuries, and risky health behaviors.
- Leads planning and response activities for public health emergencies.
- Collaborates with other local responders and with state and federal agencies to intervene in other emergencies with public health significance (e.g., natural disasters).
- Implements health promotion programs.
- Engages the community to address public health issues.
- Develops partnerships with public and private healthcare providers and institutions, community-based organizations, and other government agencies (e.g., housing authority, criminal justice, education) engaged in services that affect health to collectively identify, alleviate, and act on the sources of public health problems.
- Coordinates the public health system’s efforts in an intentional, non-competitive, and nonduplicative manner.
- Addresses health disparities.
- Serves as an essential resource for local governing bodies and policymakers on up-to-date public health laws and policies.
- Provides science-based, timely, and culturally competent health information and health alerts to the media and to the community.
- Provides its expertise to others who treat or address issues of public health significance.
- Ensures compliance with public health laws and ordinances, using enforcement authority when appropriate.
- Employs well-trained staff members who have the necessary resources to implement best practices and evidence-based programs and interventions.
- Facilitates research efforts, when approached by researchers, that benefit the community.
- Uses and contributes to the evidence base of public health.
- Strategically plans its services and activities, evaluates performance and outcomes, and makes adjustments as needed to continually improve its effectiveness, enhance the community’s health status, and meet the community’s expectations.

4. RCPH Mission, Vision, Guiding Principles and Departments

Racine County Public Health Division (RCPH) is responsible for providing public health services to most communities in Racine County. These communities including Caledonia, Dover, Elmwood Park, Mt. Pleasant, North Bay, Norway, Raymond, Rochester, Sturtevant, Union Grove, Wind Point, Yorkville, Town and Village of Waterford, and Town and City of Burlington. We monitor health concerns of entire communities and aim to prevent health problems before they occur.

At RCPH, our perspective is that “success is sometimes measured by what does not happen.” To this end, we work with the communities we serve on a broad array of environmental health, community health and preparedness programs to prevent disease and promote well-being.

Our Vision

Building a Healthy Future by Protecting the Public’s Health

Our Mission

To improve the health of the communities we serve through health promotion, disease prevention, and protection from health and environmental hazards.

Our Guiding Principles

Collaboration: *Engage partners and the community to promote health and meet common goals*

- Leaders
- Innovative problem-solvers
- Team players

Responsiveness: *Deliver accessible public health programs with integrity*

- Respectful, reliable, principled
- Community-driven
- Stewardship of resources

Caring: *Serve the community with the customer in mind*

- Accountable and respectful
- Competent and highly skilled staff
- Quality service-oriented

High Quality: *Provide excellence in programs and services*

- Evidence-based and data-driven
- Quality outcomes and performance-driven
- Effective, efficient, and sustainable

Diversity: *Promote public health services that address community needs*

- Advocate
- Culturally competent
- Focused on eliminating health disparities

Our Departments

Community Health Examples

- Pediatric and Adult Immunizations
- School and Daycare Immunization Compliance
- Communicable Disease/Sexually Transmitted Disease Prevention and Control
- Outbreak Investigations and Follow-up
- Health Education and Prevention
- Perinatal Home Visiting Programs
- Injury Prevention Initiatives: Racine County Fetal, Infant, Child Death Review Team; Overdose Fatality Review Team
- Lead Poisoning Prevention and Case Management
- Adult Services: Blood Pressure Measurement and Tuberculosis Skin Tests
- Referrals to Community Resources and Assistance with Health Care Access
- Data Collection and Analyses

Environmental Health Examples

- Licensing and Inspection: Restaurants, grocery stores, convenience stores, taverns, public pools, hotels/motels, campgrounds, body art establishments, and temporary events
- Lead Hazard Control
- Animal Bite Investigation and Rabies Prevention
- Radon Testing and Well Test Kits for Residents
- Human Health Hazard Investigation
- Vector Control Education
- Transient Non-Community Well Testing
- Beach Water Testing and Posting
- Residential Medication Disposal
- Data Collection and Analyses

Public Health Preparedness

- Emergency Preparedness Plan Development and Training
- Response to Natural and Manmade Disasters: Heat, Cold, Flooding, Anthrax, Ebola, etc.
- Emergency Communications
- Data Collection and Analyses

Administration and Finance

- Assurance of Core Public Health Components and Essential Services
- Enforcement of Public Health Statutes/Rules and Local Public Health Ordinances
- Budget Development, Administration and Oversight
- Personnel Appointment and Supervision
- Strategic Planning
- Community Health Assessment and Community Health Improvement Plan
- Oversight of Performance Management and Continuous Quality Improvement
- Internal and External Communications
- Workforce Development
- Ordinance Development
- Vital Record and Statistics Access
- Oversight of all Policies and Procedures

5. STATUTORY REQUIREMENTS OF A LOCAL HEALTH DEPARTMENT

Wisconsin public health is based on a system of state statutes, administrative rules and local ordinances. State statutes define how a local health department and board of health is established, the board of health member composition, the powers and duties of a local health department, and the required levels of service for a local health department.

How Established

The Racine County Board of Health, referred to as Board of Health, was established January 1, 2022, in accordance with the *Intergovernmental Agreement Regarding Creation of a Racine County Public Health Division* (the “IGA”).

Member Composition

Pursuant to Wis. Stat. Section 251.03 and in accordance with the IGA, the Board of Health:

- (a) Shall consist of not more than nine members who reflect the diversity of the jurisdiction served and who have demonstrated an interest or competence in the field of public health or community health. Additionally, a good faith effort will be made to appoint a registered nurse and a physician.
- (b) Members are appointed by the County Executive, subject to confirmation by the County Board of Supervisors. Upon any vacancy, the Health Officer and/or Board of Health will recommend names of potential appointees to the County Executive.
- (c) Will be made up of the following members:
 - i. Five (5) citizens who are not elected officials or employees of Racine County who have a demonstrated interest or competence in the field public health and who live in the jurisdiction served
 - ii. Three (3) Racine County Board Supervisors serving districts with a majority of constituents in the jurisdiction served
 - iii. One (1) Medical Advisor

Powers and Duties

The Board of Health constitutes the policy-making body for the Public Health Division and exercises authority over financial, personnel, and all other matters as set forth in the Intermunicipal Agreement. Consistent with the requirements of Wis. Stat. Chapter 251 and the Racine County Code of Ordinances, the Board of Health:

- (a) Shall assure the enforcement of state public health statutes and public health rules of the department as specified in Wis. Stat. Section 251.04(1).
- (b) Shall assure that its local health department is a Level I, Level II, or Level III local health department pursuant to Wis. Stat. Section 251.04(2).
- (c) May adopt by-laws and policies and procedures for its own guidance and for the governance of the Racine County Public Health Division, that it considers necessary to protect and improve public health. The regulations may be no less stringent than, and may not conflict with, state statutes and rules of the department as specified in Wis. Stat. Section 251.04(3).

- (d) Shall report to the department as required by rule and in accordance with Wis. Stat. Section 251.04(4).
- (e) Shall Assess public health needs and advocate for the provision of reasonable and necessary public health services pursuant to Wis. Stat. Section 251.04(6)(a).
- (f) Shall develop policy and provide leadership that fosters local involvement and commitment, that emphasizes public health needs and that advocates for equitable distribution of public health resources and complementary private activities commensurate with public health needs pursuant to Wis. Stat. Section 251.04(6)(b).
- (g) Shall assure that measures are taken to provide an environment in which individuals can be healthy pursuant to Wis. Stat. Section 251.04(7). Shall employ qualified public health professionals, including a public health nurse to conduct general public health nursing programs under the direction of the local board of health and in cooperation with the department, and may employ one or more sanitarians to conduct environmental programs and other public health programs not specifically designated by statute as functions of the public health nurse pursuant to Wis. Stat. Section 251.04(8).
- (h) Shall prepare an annual budget of its proposed expenditures for the ensuing fiscal year and submit same to the County Board for an appropriation pursuant to Wis. Stat. Section 251.10.

Levels of Service

Each LHD is labeled as Level I, II or III health department under Wis. Stats. 251.05 and ***must provide the required services:***

1. Generalized Public Health Nursing Services
2. Services to Prevent and Control Communicable Disease
3. Services to Prevent Other Diseases
4. Services to Promote Health
5. Abatement or Removal of Human Health Hazards

RCPH is a Level III health Department and as such must meet the requirements of DHS Administrative Code 140.

6. STATE STATUTES AND ADMINISTRATIVE AND LOCAL RULES FOR PUBLIC HEALTH

Wisconsin State Statutes for Public Health

A public health statute is the legal basis for public health in Wisconsin. State Statutes are enacted by the legislature and signed by the governor. In Wisconsin, there are seven State Statutes that deal primarily with public health and local health departments.

- 250 Health; administration and supervision.
- 251 Local health officials.
- 252 Communicable diseases.
- 253 Maternal and child health.
- 254 Environmental health.
- 255 Chronic disease and injuries.
- 256 Emergency medical services.
- 257 Emergency volunteer health care practitioners.

Wisconsin Administrative Rules for Public Health

Public health administrative rules add to the legal basis for public health in Wisconsin. As statutes, administrative rules cover state administration, local health officials, communicable disease, maternal and child health, environmental health and chronic disease and injury. Rules are developed by state agencies (DHS) under authority given by a particular statute and are reviewed by legislative council and WSL for review and comment. Administrative rules are easier to change than statute. These administrative rules relating to public health are especially pertinent to RCPH:

1. DHS 139 QUALIFICATIONS OF PUBLIC HEALTH PROFESSIONALS EMPLOYED BY LHD
2. DHS 140 REQUIRED SERVICES OF LOCAL HEALTH DEPARTMENTS
3. DHS 142 ACCESS TO VITAL RECORDS
4. DHS 143 HEARING IMPAIRED CHILDREN
5. DHS 144 IMMUNIZATION OF STUDENTS
6. DHS 145 CONTROL OF COMMUNICABLE DISEASES
7. DHS 146 VACCINE-PREVENTABLE DISEASE
8. DHS 147 CANCER CONTROL GRANTS
9. DHS 148 DRUG REPOSITORY PROGRAM
10. DHS 150 GRANTS FOR WORKPLACE WELLNESS PROGRAMS
11. DHS 151 FAMILY PLANNING FUND ALLOCATIONS
12. DHS 153 REIMBURSEMENT FOR BLOOD PRODUCTS/SUPPLIES USED IN HOME CARE OF HEMOPHILIA
13. DHS 157 RADIATION PROTECTION.
14. DHS 158 FEE FOR MONITORING RADIATION EMISSIONS IN VICINITY OF NUCLEAR POWER PLANTS
15. DHS 159 CERTIFICATION AND TRAINING COURSE REQUIREMENTS FOR ASBESTOS ACTIVITIES
16. DHS 163 CERTIFICATION FOR THE ID, REMOVAL AND REDUCTION OF LEAD-BASED PAINT HAZARDS
17. DHS 167 STATEWIDE POISON CONTROL SYSTEM
18. DHS 174 FIRST AID AND CPR TRAINING FOR EMPLOYEES OF FITNESS CENTERS
19. DHS 181 REPORTING OF BLOOD LEAD TEST RESULTS
20. DHS 182 LEAD POISONING OR LEAD EXPOSURE PREVENTION GRANTS
21. DHS 190 INSTITUTION SANITATION
22. DHS 199 TOBACCO CONTROL ACTIVITIES
23. ATCP 72 HOTELS, MOTELS AND TOURIST ROOMING HOUSES
24. ATCP 73 BED AND BREAKFAST ESTABLISHMENTS
25. ATCP 74 LOCAL AGENTS AND REGULATION
26. ATCP 75: RETAIL FOOD ESTABLISHMENTS

- 27. ATCP 76 SAFETY, MAINTENANCE AND OPERATION OF PUBLIC POOLS AND WATER ATTRACTIONS
- 28. ATCP 77 LABORATORY CERTIFICATION
- 29. ATCP 78 RECREATIONAL AND EDUCATIONAL CAMPS
- 30. ATCP 79 CAMPGROUNDS
- 31. SPS 220 TANNING FACILITIES
- 32. SPS 221 TATTOOING AND BODY PIERCING

RACINE COUNTY CODE OF ORDINANCES

LOCAL ORDINANCES ALSO ADD TO THE LEGAL BASIS FOR PUBLIC HEALTH IN WISCONSIN

- **CHAPTER 21**

7. BOARD OF HEALTH EXPECTATIONS

Assess

- Educate yourself on your community and its public health status. As a resident, you are in an excellent position to know your community's problems and needs.
- Educate yourself on your board and local department's history, goals and achievements, and current situation.

Policy Development

- Establish By-Laws for the Board of Health.
- Attend board meetings regularly and promptly.
- Review all meeting materials in advance of meeting.
- Participate fully in open, *constructive* dialogue regarding local public health.
- Ask critical questions, seek clarity and implications of decisions before voting.
- Function as a policymaker, not as an administrator.
- Link the community and the Public Health Division.
- Represent the community to the board and public health to the community.
- Speak for the board only when delegated to do so.
- Actively participate in political activities at local, state, and national level concerning local public health.

Assure

- Keep decision making at the primary and secondary policy levels.
- Stand behind decisions of the board and its director.
- Inform the community of public health financial backing.
- Anticipate trends likely to affect the local health department.

Evaluate

Rate your own and the board's performance. Did the board develop a strategic plan? How well did it do in accomplishing its objectives? What did the board do that was not listed as a target? What remains to be done?

Additional Responsibilities of a Chairperson of a Board of Health

- Chair all meetings.
- Facilitate discussion and decision making.
- Work with Health Officer to set agenda for meetings.
- Counsel and consult with the Health Officer.
- Speak for the board as delegated by the board.

- Represent the board to other groups.
- Consult with board members who are not fulfilling their responsibilities or who are violating law, policy or practice.

8. BOARD MEETING PROCEDURES

Board of Health meetings are run according to Robert’s Rules of Order, also known as parliamentary procedure.

9. CHA, CHIP, STRATEGIC PLAN

The Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) identify key community health issues, and strategies to address them. The RCPH Strategic Plan focuses on the work of the Public Health Division. RCPH’s CHA, CHIP and Strategic Plan all work together to form a foundational triad upon which rests the path forward to accomplish our public health goals, objectives and activities.

Community Health Assessment

As a Level III Health Department, RCPH must conduct a community health assessment every five years, per Wisconsin Administrative Code, DHS Chapter 140 that includes collecting, reviewing, and analyzing health data in the community. This report helps us understand the demographics, risk factors and health status of our community to help us make plans to improve our community’s health together.

Community Health Improvement Plan

The Community Health Improvement Plan is a long-term, systematic effort to address public health problems based on the results of the Community Health Assessment, along with input from our community members, the Board of Health, and governmental, business and community agency stakeholders, and translate it into a meaningful roadmap to improve our community’s health together.

Strategic Plan

Strategic planning is a process for defining and determining an organization’s roles, priorities, and direction over three to five years. A strategic plan sets forth what an organization plans to achieve, how it will achieve it, and how it will know if it has achieved it. The strategic plan provides a guide for making decisions on allocating resources and on taking action to pursue strategies and priorities. A health department’s strategic plan focuses on the entire health department.

The purpose of Racine County Public Health Division’s Strategic Plan is to:

1. Establish goals, strategic priorities, objectives and measures of success that align with our agency mission and capacity for implementation.
2. Communicate goals, strategic priorities, and objectives to our staff, Board of Health, partners, and the community.
3. Provide a foundation for identifying our capacity for and enhancement of information management, workforce development, communication, and financial sustainability.
4. Create a basis to prioritize organizational resources, evaluation, and continuous quality improvement.

10. ORGANIZATION OF PUBLIC HEALTH IN THE U.S. AND WISCONSIN

United States Health and Human Services (HHS)

The HHS is the Federal government's principal agency for protecting the health of all Americans and providing essential human services, especially for those who are least able to help themselves. The Department includes more than 300 programs. HHS is the largest grant-making agency in the federal government, providing some 60,000 grants per year. HHS' Medicare program is the nation's largest health insurer. The HHS programs are administered by;

- National Institutes of Health
- Food and Drug Administration
- Centers for Disease Control and Prevention
- Agency for Toxic Substances and Disease Registry
- Indian Health Service
- Health Resources and Services Administration
- Substance Abuse and Mental Health Services Administration
- Agency for Health Care Policy and Research

The Human Services Operating Divisions include:

- Centers for Medicare & Medicaid Services
- Administration for Children and Families
- Administration on Aging

Other Federal Agencies with public health responsibilities

- US Environmental Protection Agency (EPA)
- Nuclear Regulatory Commission (NRC)
- US Department of Agriculture (USDA)
- US Department of Housing and Urban Development (HUD)

Wisconsin Department of Health Services (DHS)

The Department of Health Services (DHS) has many key responsibilities including long-term support and care programs, aging programs, physical and developmental disability programs, sensory disability programs, mental health and substance abuse programs, operation of care and treatment facilities, quality assurance programs, public health programs, regulation and licensing of a variety of facilities, the FoodShare program, and medical assistance and health care for low income families, elderly and disabled persons.

The Department is organized into six divisions:

- Division of Long-Term Care
- Division of Mental Health and Substance Abuse Services
- Division of Quality Assurance
- Division of Public Health
- Division of Health Care Access and Accountability
- Division of Enterprise Services

Other State Agencies with public health responsibilities include:

- Wisconsin Department of Natural Resources (DNR)
- Wisconsin Department of Agriculture, Trade and Consumer Protection

DHS – Division of Public Health

The Division of Public Health (DPH) is responsible for environmental and public health regulation, and for providing public health services. The Division includes programs that address environmental and occupational health, family and community health, emergency medical services and injury prevention, chronic disease prevention and health promotion, and communicable diseases. It is also responsible for issuing birth, death, marriage and divorce certificates as well as collecting statistics related to the health of Wisconsin's population.

Programs or Services Administered / Provided by Wisconsin Division of Public Health:

- Communicable Disease Prevention and Preparedness:
- Community Health Promotion
- Environmental and Occupational Health
- Local Health Support and Emergency Medical Services
- Health Information and Policy