



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Board of Health

Wednesday, October 11, 2023

7:00 AM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[23-1139](#) September Board of Health Minutes

Attachments: [09.13.23 Board of Health Meeting Minutes.pdf](#)

5. **Public Hearing/Apearances**

6. **Action Items**

[23-1012](#) Resolution #9-R-23 Mental Health Awareness & Services

Attachments: [#9-R-23 mental health awareness.pdf](#)

Legislative History

9/13/23 Board of Health recommended for approval
Presented by Alder Nate Wolff

9/20/23 Common Council referred to the Board of Health
This item was referred back by Alderperson Katie Van Zeeland.

[23-1152](#) AHD002_Creation and Maintenance of Procedures

Attachments: [ADH002_Creation and Maintenance of Procedures_10.02.2023.pdf](#)

7. **Information Items**

[23-1140](#) 2024 Health Department Budget

Attachments: [2024DepartmentOfHealthBudget.pdf](#)

[2024DepartmentOfHealthGrants.pdf](#)

[Environmental Health Fees Proposed April 2024.pdf](#)

[23-1040](#)

Q2 Report

Attachments: [Q2BOH_2023_0.pdf](#)

[23-1138](#)

New Noise Variances

Attachments: [ApprovedNoiseVariancesOctoberBoH.pdf](#)

[23-1137](#)

October Newsletter

Attachments: [October_2023_Newsletter_0.pdf](#)

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



City of Appleton

100 North Appleton Street
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Meeting Minutes - Final Board of Health

Wednesday, September 13, 2023

7:00 AM

Council Chambers, 6th Floor

1. Call meeting to order

Vice Chair Vogel calls the meeting to order at 7:00am.

2. Pledge of Allegiance

3. Roll call of membership

Present: 6 - Fuchs, Werth, Vogel, Kane, Alderperson Meltzer and Mayor Woodford

Excused: 2 - Spears and Alderperson Jones

4. Approval of minutes from previous meeting

approved

Aye: 6 - Fuchs, Werth, Vogel, Kane, Alderperson Meltzer and Mayor Woodford

[23-0812](#)

June 2023 Meeting Minutes

Attachments: [06.14.23 BoardOfHealth MeetingMinutes.pdf](#)

5. **Public Hearing/Appearances**

None.

6. **Action Items**

[23-1012](#)

Resolution #9-R-23 Mental Health Awareness & Services

Attachments: [#9-R-23 mental health awareness.pdf](#)

Presented by Alder Nate Wolff

recommended for approval

Aye: 6 - Fuchs, Werth, Vogel, Kane, Alderperson Meltzer and Mayor Woodford

[23-1044](#)

Proposed City Ordinance Update: Chapter 9, Article XVIII. Tattoo and Body Piercing Establishments

Attachments: [Article XVIII Tattoo and Body Piercing Establishments Memo.pdf](#)
[Article XVIII Tattoo and Body Piercing Establishments Ordinance Change Proposal.pdf](#)

Health Officer, Charles Sepers was called to speak. Steve Kihl was called to speak.

recommended for approval

Aye: 6 - Fuchs, Werth, Vogel, Kane, Alderperson Meltzer and Mayor Woodford

[23-1043](#)

Proposed City Ordinance Update: Chapter 11, Manufactured and Mobile Homes and Mobile Home Communities

Attachments: [0884 - BoH Memo.pdf](#)
[Chapter 11 Manufactured Homes Ordinance Update.pdf](#)

Health Officer, Charles Sepers was called to speak. Steve Kihl was called to speak.

recommended for approval

Aye: 6 - Fuchs, Werth, Vogel, Kane, Alderperson Meltzer and Mayor Woodford

[23-1042](#)

Policy AHD001_Creation and Maintenance of Policies

Attachments: [AHD001_Creation and Maintenance of Policies_09.06.2023.pdf](#)

Health Officer, Charles Sepers was called to speak.

recommended for approval

Aye: 6 - Fuchs, Werth, Vogel, Kane, Alderperson Meltzer and Mayor Woodford

[23-1054](#)

Noise Variance: Madison Middle School Construction

Attachments: [2023-2024_Conditional Noise Variance Request_Boldt.pdf](#)

Zachary Whitney from Boldt Construction was called to speak.

recommended for approval

Aye: 6 - Fuchs, Werth, Vogel, Kane, Alderperson Meltzer and Mayor Woodford

7. Information Items

[23-1036](#)

Dangerous Animal Declaration

Attachments: [08.22.23_DangerousAnimalDeclaration_Millie.pdf](#)

Presented by Officer Matt Fillebrown

[23-1038](#)

August Newsletter

Attachments: [August_2023_Newsletter_0.pdf](#)

[23-1039](#)

September Newsletter

Attachments: [September 2023 Newsletter 0.pdf](#)

[23-1041](#)

New Noise Variances

Attachments: [NoiseVariances BoH Sept.pdf](#)

8. Adjournment

This meeting was adjourned at 7:46am.

adjourned

Resolution #9-R-23

Resolution Supporting Mental Health Awareness and Services in the City of Appleton

Submitted by: Alderperson Nate Wolff – District 12

Date: August 16, 2023

Referred To: Board of Health

Summary:

The resolution aims to address the urgent need to enhance mental health support and promote overall well-being in our community. Recognizing the rising prevalence of mental health disorders and their impact on individuals, families, and communities, this resolution acknowledges the significance of prioritizing mental health care as an integral part of public health.

WHEREAS, mental health is an essential component of overall health and well-being; and

WHEREAS, mental illness affects individuals of all ages, races, genders, and socio-economic backgrounds; and

WHEREAS, mental health disorders can lead to significant personal, social, and economic costs for individuals, families, and communities; and

WHEREAS, access to mental health services and support is critical for individuals to lead healthy and fulfilling lives; and

WHEREAS, the COVID-19 pandemic has highlighted the importance of mental health and the need for increased access to mental health services; and

WHEREAS, the city of Appleton recognizes the importance of promoting mental health awareness, reducing stigma associated with mental illness, and increasing access to mental health services;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Appleton, that:

Be it further resolved, the city of Appleton recognizes the importance of mental health and the impact of mental illness on individuals, families, and communities.

Be it further resolved, the city of Appleton commits to promoting mental health awareness and reducing stigma associated with mental illness through public education campaigns, community events, and partnerships with local mental health organizations.

Be it further resolved, the city of Appleton supports increased access to mental health services and encourages the expansion of mental health services, including telemedicine and other innovative approaches to increase access.

Be it further resolved, the city of Appleton will continue to work collaboratively with local mental health organizations and other stakeholders to identify gaps in mental health services and develop strategies to address those gaps.

Be it further resolved, the city of Appleton encourages employers and schools to provide mental health resources and support to their employees and students.

Be it further resolved, the city of Appleton encourages state and federal policymakers to prioritize mental health and increase funding for mental health services and research.

BE IT FURTHER RESOLVED, that the Clerk of the Common Council is directed to forward a copy of this resolution to the Mayor, local mental health organizations, the Wisconsin State Legislature, and members of congress in Wisconsin.



Appleton Health Department Procedures



Public Health
Prevent. Promote. Protect.

Title: Creation and Maintenance of Procedures				
Policy #: AHD002				
Creation Date: 09.27.2023		Last Approved Date:		Reviewed Annually
Description: This policy describes the system for creating, reviewing, and revising procedures.				
<u>PHAB Domain/Standard/Measure (LINK):</u> 10.2.1 A: Manage operational policies including those related to equity.				
Statutory Authority/Evidence Base/Links:				
Author(s)/Reviewer(s): Charles Sepers, Breanna Mekuly, Eric Maggio, Steve Kihl, Megan Ehlert				
Policy Approval Tracking				
Created/Reviewed/Revised Date	Legal Services Approval Date	Board of Health Approval Date	Council Approval Date	Health Officer or Designee Signature (Name/Title)
Created 09.27.2023	10.02.2023			

Purpose

This procedure describes the system for creating and reviewing procedures.

Procedure

Creating Procedures

1. Procedures created will follow Policy AHD002: Creation and Maintenance of Procedures, located within the [Policies](#) folder.
2. Staff developing procedure will record the new procedure information into the Policy and Procedure Index located within the [Policies](#) folder. This step assigns the procedure number.



Appleton Health Department Procedures



Public Health
Prevent. Promote. Protect.

3. Procedure numbering has two parts: Division Identifier and three-digit number. Each procedure name begins with the division identifier followed by the three-digit number assigned by the Policy and Procedure Index in sequential order. (Examples: PRO_WM014, PRO_EH018, PRO_EM011, PRO_N009, PRO_AHD001)

Divisions:

PRO_AHD All Health Department

PRO_CH Community Health

PRO_EH Environmental Health

PRO_EM Emergency Management

PRO_N Nursing

PRO_WM Weights and Measures

4. Procedures created will use the Procedure Template, located within the [Procedures](#) folder.
5. Procedure documents will follow a standard naming convention:
PRO_ProcedureNumber_Procedure Name_LastApprovedDate

(Example: PRO_AHD002_Creation and Maintenance of Procedures_07.26.2023)
6. The document file path should be listed in the footer of the documents.
7. Typed signatures may be used on procedure cover sheets.
8. The level of procedure approval is based on the requirements for the procedure. At a minimum, procedures should be reviewed and approved by the Division Supervisor responsible. Some procedures such as Nursing procedures may need the approval of the Department Medical Advisor. All procedures will be reviewed and approved by the Health Officer or designee.
9. Once a procedure has been approved, it will be filed in the appropriate Division folder located within the [Procedures](#) folder. If procedure has several addendums or attachments, a folder should be created using the standard naming convention and all documents stored within.
10. The frequency that procedures are to be reviewed is determined by the governing authority for each procedure, but no less than once per year.

Review and Revision of Procedures

1. The division will review and revise procedures yearly.
2. Each Division Supervisor is responsible for ensuring that the procedures for their areas are reviewed and/or revised within the frequency cycle. The Division Supervisor or designee will



Appleton Health Department Procedures



Public Health
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update the review/revision due dates in the Policy and Procedure Index located within the [Policies](#) folder.

3. Staff should not revise procedures directly in the official department procedures folder. A working copy should be created by staff updating the procedure.

(Example: PRO_AHD001_Creation and Maintenance of Procedures_DRAFT)

4. The updated version of the procedure will be saved in the appropriate Division folder. Be sure to update cover sheet and the file path in the footer. Procedure documents will follow a standard naming convention: PRO_ProcedureNumber_Procedure Name_LastApprovedDate

(Example: PRO_AHD001_Creation and Maintenance of Procedures_08.12.2023)

5. Typed signatures may be used on procedure cover sheets.
6. The staff updating the procedure will also update Policy and Procedure Index located within the [Policies](#) folder.
7. Once procedure update is completed and approved, the preceding official department procedure version will be moved to the archive folder located within the [Procedures](#) folder.
8. A copy of all procedures shall be maintained in accordance with the City of Appleton document [Retention Policy](#).

Definitions

A Procedure is a description of the operational processes necessary to implement a policy.

Attachments

Attachment 1: Procedure Template



Appleton Health Department Procedures



Public Health
Prevent. Promote. Protect.

Title:			
Procedure #:			
Creation Date:	Last Approved Date:		Reviewed Annually
Description:			
<u>PHAB Domain/ Standard/ Measure (LINK):</u>			
Statutory Authority/ Evidence Base/ Links:			
Author(s)/ Reviewer(s):			
Procedure Approval Tracking			
Created/ Reviewed/ Revised Date	Division Supervisor Signature	Department Medical Advisor (if required)	Health Officer or Designee Signature (Name/Title)
Created			

Purpose

Procedure

Definitions

Attachments

CITY OF APPLETON 2024 BUDGET

HEALTH DEPARTMENT

Public Health Officer: Charles E. Sepers

Deputy Director of Public Health: Sonja R. Jensen

CITY OF APPLETON 2024 BUDGET HEALTH DEPARTMENT

MISSION STATEMENT

The mission of the Appleton Health Department is to safeguard the environment, promote public health, and protect consumers in the community by providing high-quality services responsive to the needs of the people. Our belief is that prevention is the most effective public health strategy.

DISCUSSION OF SIGNIFICANT 2023 EVENTS

In 2023, the Appleton Health Department focused on a combination of strategic initiatives, including the beginning of a comprehensive community health assessment and developing 3-year strategic plan, which includes increased focus on social determinants of health and robust partnership development.

Community Health Assessment:

In 2023, the Appleton Health Department begun the Community Health Needs Assessment with the Age Friendly Appleton Survey. Developing a robust, ongoing community health assessment process will provide data-driven insights into our community's health needs and assets. By regularly assessing and monitoring health indicators, we will not only identify health issues early but also track the effectiveness of all community interventions from all partners over time.

Building Partnerships and Collaboration:

Additionally, the Appleton Health Department is working with all health departments and hospitals in the Tri-County region to develop a regional community health assessment and improvement planning approach. We understand that health is a collective responsibility. It's a task that cannot be achieved by a single entity, and it requires the whole community's effort. Therefore, we aim to strengthen and broaden our partnerships with local organizations, healthcare providers, educational institutions, and other key stakeholders. By collaborating, we can pool resources, share expertise, and coordinate our efforts to improve health outcomes. This regional focus for this shared work will better serve our collective residents.

Focus on Social Determinants of Health:

In our work, we recognize the profound impact of social determinants of health—conditions in the places where people live, learn, work, and play that affect a wide range of health and quality-of-life outcomes. We are committed to focusing on these determinants, including housing, education, income stability, and environment, to address health at its roots. In addition, we seek to promote policies that create healthier living conditions and enable access to essential services for all members of our community.

CITY OF APPLETON 2024 BUDGET HEALTH DEPARTMENT

MAJOR 2024 OBJECTIVES

Renewing relationships and expanding collaborative partnerships will be at the heart of the Appleton Health Department's objectives for 2024. Major lines of effort include completion of the 2023 Community Health Needs Assessment and completion of a Community Health Improvement Plan in collaboration with community partners. This includes leading the creation and implementation of action planning related to the Appleton's Age Friendly Community designation in partnership with community stakeholders.

Additionally, the Appleton Health Department is co-leading a regional effort within the public health jurisdictions within Calumet, Outagamie, and Winnebago Counties, including the City of Menasha, along with regional hospital partners, to develop and implement a first-ever regional Community Health Needs Assessment and Community Health Improvement Plan using funds from local nonprofits. This regionalized effort to understand and address health issues affecting neighboring communities will serve to allow for localized approaches to addressing these issues, while making the planning, data collection, and sensemaking more efficient across participating agencies.

Another major objective in 2024 will be the implementation of an electronic medical record system for Appleton Health Department patients. Currently using paper charts, the use of a new electronic medical record system will do three things: 1) record staff spent toward various lines of effort, which is required for accurate grant match reporting. This function is currently being handled by iSeries, which is scheduled to sunset in 2025; 2) provide a platform for scheduling vaccine clinics. The current scheduling platform was created in-house by IT and is no longer supported; and 3) increase staff efficiency with charting patient records, currently done by hand.

Recent changes to statutory compliance to DHS 140 has dramatically reduced the reporting requirements of local health departments that are accredited by the Public Health Accreditation Board (PHAB). This, combined with a pursuit of industry best practice, will allow the Appleton Health Department to place increased focus on PHAB accreditation in 2024. Areas of interest for 2024 include creating a public facing performance management platform to monitor key performance indicators, updating and developing policies across all divisions and developing ongoing processes for review and update by the Board of Health, developing a schedule of quality improvement processes to enhance the efficiency and effectiveness of programs and their administration, and developing a public health workforce training plan.

DEPARTMENT BUDGET SUMMARY							
Programs		Actual		Budget			%
Unit	Title	2021	2022	Adopted 2023	Amended 2023	2024	Change *
Program Revenues		\$ 300,909	\$ 350,016	\$ 385,596	\$ 385,596	\$ 552,715	43.34%
Program Expenses							
12510	Administration	78,472	152,998	174,872	174,872	186,534	6.67%
12520	Nursing	373,053	394,517	520,425	520,425	467,388	-10.19%
12530	Environmental Health	320,909	335,540	363,115	363,115	447,821	23.33%
12540	Weights & Measures	211,811	213,181	219,051	219,051	223,896	2.21%
TOTAL		\$ 984,245	\$ 1,096,236	\$ 1,277,463	\$ 1,277,463	\$ 1,325,639	3.77%
Expenses Comprised Of:							
Personnel		909,755	1,025,234	1,177,876	1,177,876	1,233,385	4.71%
Training & Travel		9,325	10,530	16,380	16,380	16,440	0.37%
Supplies & Materials		17,852	16,869	17,973	17,973	18,875	5.02%
Purchased Services		47,313	43,603	65,234	65,234	56,939	-12.72%
Full Time Equivalent Staff:							
Personnel allocated to programs		11.95	11.95	11.95	11.95	13.146	

* % change from prior year adopted budget
Health.xls

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Administration

Business Unit 12510

PROGRAM MISSION

Through management activities, enforcement, and collaboration, the Health Officer assures public health services to the City of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #1: "Responsibly deliver excellent services".

Objectives:

Provide long range planning, policy development, fiscal supervision, personnel management and general clerical support to program areas.

Enforce local and state laws regarding public health and consumer issues.

Collaborate with community healthcare providers and agencies to improve the public's health and well-being.

Major Changes in Revenue, Expenditures or Programs:

No major changes.

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Administration

Business Unit 12510

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
480100 General Charges for Svc	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses					
610100 Regular Salaries	\$ 51,400	\$ 110,219	\$ 124,800	\$ 124,800	\$ 135,055
615000 Fringes	15,211	32,786	38,235	38,235	39,552
620100 Training/Conferences	-	681	3,000	3,000	3,000
620600 Parking Permits	840	840	960	960	960
630100 Office Supplies	725	751	1,200	1,200	1,200
630300 Memberships & Licenses	1,705	1,896	2,000	2,000	2,000
630500 Awards & Recognition	136	-	179	179	218
630700 Food & Provisions	-	242	239	239	290
631603 Other Misc. Supplies	-	-	500	500	500
632001 City Copy Charges	6,760	2,188	2,000	2,000	2,000
632002 Outside Printing	42	1,355	1,000	1,000	1,000
632700 Miscellaneous Equipment	-	25	200	200	200
641307 Telephone	314	343	318	318	318
641308 Cellular Phones	1,339	1,672	241	241	241
Total Expense	\$ 78,472	\$ 152,998	\$ 174,872	\$ 174,872	\$ 186,534

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Public Health Nursing

Business Unit 12520

PROGRAM MISSION

The nursing program prevents disease and promotes health through epidemiology, collaboration, consultation, assessment, intervention and case management to citizens and healthcare providers of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

Objectives:

Prevent the occurrence and spread of disease in the community through: disease investigation, intervention, and partner notification; immunization against vaccine preventable diseases; investigation of elevated childhood blood lead levels; data collection; coordination with other area providers and the State; and public education.

Promote citizen health through assessment, intervention, case management and education for high risk families and adults.

Major Changes in Revenue, Expenditures or Programs:

There was a considerable reduction in Public Health Nursing salary and fringe line items through COVID-19 grant dollars and Communicable Disease intake, which includes COVID-19 mitigation activity. This will be the final year in which these dollars are available for use. Salary and fringe for Public Health Nursing will return to using general fund dollars when these funds are expended.

The Memberships and Licenses line item has increased from \$180 annually to \$930. This change includes maintaining the mandatory license/certifications required for staff. This change provides greater consistency across City departments for ensuring licensure/certification.

General Charges for Service increased due to participation in a State program, for the first time, to receive partial reimbursement for tuberculosis (TB) services. Additionally, the department will begin providing a new fee for service programs that will provide TB skin testing at a cash rate.

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Public Health Nursing

Business Unit 12520

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ 70	\$ 67	\$ 500	\$ 500	\$ 200
480100 General Charges for Svc	168	335	250	250	4,000
Total Revenue	\$ 238	\$ 402	\$ 750	\$ 750	\$ 4,200
Expenses					
610100 Regular Salaries	\$ 247,466	\$ 268,071	\$ 338,877	\$ 338,877	311,027
610800 Part-Time Wages	2,810	4,002	23,952	23,952	24,182
615000 Fringes	92,465	95,099	110,567	110,567	89,928
620100 Training/Conferences	1,196	528	1,900	1,900	1,900
620200 Mileage Reimbursement	333	1,398	-	-	-
620600 Parking Permits	3,360	3,360	3,840	3,840	4,320
630300 Memberships & Licenses	-	-	180	180	930
632400 Medical/Lab Supplies	5,505	7,385	7,500	7,500	7,400
640700 Recycling Pickup	278	814	300	300	400
641307 Telephone	964	707	600	600	605
641308 Cellular Phones	4,689	3,626	3,664	3,664	2,400
642501 CEA Operations/Maint.	-	-	1,770	1,770	1,044
642502 CEA Depreciation/Replace.	-	-	775	775	752
643000 Health Services	12,500	-	12,500	12,500	12,500
643100 Interpreter Services	1,487	9,527	14,000	14,000	10,000
Total Expense	\$ 373,053	\$ 394,517	\$ 520,425	\$ 520,425	\$ 467,388

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Environmental Health

Business Unit 12530

PROGRAM MISSION

The Environmental Health program ensures safe food handling practices and protects the health and safety of Appleton residents and visitors through annual licensed establishment inspections, nuisance complaint investigations and communicable disease epidemiology.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

Objectives:

Prevent the occurrence and spread of disease in the community through regulatory activities in public eating and drinking establishments, retail food establishments, recreational facilities and body art establishments.

Assess, consult and correct human health hazards including those associated with lead paint, solid waste, housing sanitation, potential rabies exposure and vector control.

Provide public education and act as a referral mechanism to other State and local agencies for information on environmental and safety hazards.

Major Changes in Revenue, Expenditures or Programs:

During 2023, an updated License Fee Schedule was adopted, which increased revenues significantly.

Training/Conferences decreased due to one-time training for new staff during 2023.

Cellphone expense increased due to increased FTE.

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Environmental Health

Business Unit 12530

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
430500 Health License	\$ 168,337	\$ 182,976	\$ 195,200	\$ 195,200	\$ 349,865
Total Revenue	<u>\$ 168,337</u>	<u>\$ 182,976</u>	<u>\$ 195,200</u>	<u>\$ 195,200</u>	<u>\$ 349,865</u>
Expenses					
610100 Regular Salaries	\$ 222,161	\$ 224,834	\$ 251,631	\$ 251,631	\$ 299,360
610500 Overtime Wages	322	1,134	-	-	-
615000 Fringes	80,401	91,595	87,672	87,672	125,555
620100 Training/Conferences	667	828	3,100	3,100	2,200
620600 Parking Permits	1,260	1,260	1,440	1,440	1,920
630300 Memberships & Licenses	-	7	150	150	262
630400 Postage/Freight	-	-	-	-	-
631603 Other Misc. Supplies	13	1,339	1,300	1,300	1,300
632400 Medical/Lab Supplies	964	-	-	-	-
632700 Miscellaneous Equipment	283	251	-	-	250
641307 Telephone	430	460	400	400	400
641308 Cellular Phones	1,205	1,370	1,584	1,584	2,112
641800 Equipment Repairs & Maint.	165	-	300	300	50
642501 CEA Operations/Maint.	2,840	2,652	5,312	5,312	4,177
642502 CEA Depreciation/Replace.	2,873	2,428	2,326	2,326	2,050
643100 Interpreter Services	-	-	200	200	200
643200 Lab Fees	7,325	7,382	7,700	7,700	7,985
Total Expense	<u>\$ 320,909</u>	<u>\$ 335,540</u>	<u>\$ 363,115</u>	<u>\$ 363,115</u>	<u>\$ 447,821</u>

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Weights & Measures

Business Unit 12540

PROGRAM MISSION

The program educates, consults and inspects local businesses to ensure the delivery of full quantity and fair, equitable trade practices between the Appleton business community and the consumer.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #2: "Encourage active community participation and involvement".

Objectives:

Provide consumer protection through complaint investigation, measurement and weighing device testing, price scanning device testing, product check weighing and label verification.

Monitor business methods to prevent fraudulent advertising and trade practices.

Provide investigative services for the City Clerk's Office in licensing and regulating "going out of business" sales, commercial solicitors, salvage dealers and taxi cab/limousine service firms.

Major Changes in Revenue, Expenditures or Programs:

With the addition of Greenville to the Northeast Weights and Measures Consortium, revenue increased by \$5,798 without adding any additional staff.

After increasing the Weights and Measures License Fee schedule in 2023, operating expenses continued to be subsidized by general fund dollars. To reduce this gap, the Appleton Health Department developed a tiered strategy that will eliminate taxpayer subsidy of the program by fully funding statutorily mandated activity with program revenue. The first step in this plan is to increase the daily rate from \$446 to \$460 in 2024, and additional increases every other year thereafter.

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

Weights & Measures

Business Unit 12540

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
431200 Wts & Measures License	\$ 56,932	\$ 71,640	\$ 93,310	\$ 93,310	\$ 93,310
480100 General Charges for Svc	75,402	94,998	96,336	96,336	105,340
Total Revenue	\$ 132,334	\$ 166,638	\$ 189,646	\$ 189,646	\$ 198,650
Expenses					
610100 Regular Salaries	\$ 144,220	\$ 139,513	\$ 145,779	\$ 145,779	\$ 147,179
615000 Fringes	53,300	57,981	56,363	56,363	61,547
620100 Training/Conferences	409	375	700	700	700
620600 Parking Permits	1,260	1,260	1,440	1,440	1,440
630200 Subscriptions	10	-	-	-	-
630300 Memberships & Licenses	160	-	225	225	225
631603 Other Misc. Supplies	377	808	500	500	300
632700 Miscellaneous Equipment	1,172	622	800	800	800
641307 Telephone	91	87	100	100	90
641308 Cellular Phones	617	537	610	610	600
641800 Equipment Repairs & Maint.	-	-	-	-	200
642501 CEA Operations/Maint.	3,913	6,174	5,991	5,991	4,272
642502 CEA Depreciation/Replace.	6,282	5,824	6,543	6,543	6,543
Total Expense	\$ 211,811	\$ 213,181	\$ 219,051	\$ 219,051	\$ 223,896

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

Charges for Service - Nontax

Charges for sealer's services	# of Days	Charge
@ \$460 per day		
Ashwaubenon	60	\$ 27,600
Berlin	13	5,980
Fox Crossing	10	4,600
Greenville	8	3,680
Kaukauna	21	9,660
Kimberly	6	2,760
Little Chute	17	7,820
Neenah	36	16,560
New London	18	8,280
Ripon	18	8,280
Waupaca	22	10,120
	229	\$ 105,340

**CITY OF APPLETON 2024 BUDGET
HEALTH DEPARTMENT**

	2021 <u>ACTUAL</u>	2022 <u>ACTUAL</u>	2023 <u>YTD ACTUAL</u>	2023 <u>ORIG BUD</u>	2023 <u>REVISED BUD</u>	2024 <u>BUDGET</u>
Charges for Services						
422500 Health Grants & Aids	70	67	-	500	500	200
430500 Health License	168,338	182,976	11,479	195,200	195,200	349,865
431200 Weights & Measures License	56,933	71,640	6,940	93,310	93,310	93,310
480100 General Charges for Service	<u>75,570</u>	<u>95,333</u>	<u>37,466</u>	<u>96,586</u>	<u>96,586</u>	<u>109,340</u>
TOTAL PROGRAM REVENUES	300,911	350,016	55,885	385,596	385,596	552,715
Salaries						
610100 Regular Salaries	584,522	656,464	229,453	861,087	861,087	892,621
610500 Overtime Wages	1,213	243	209	-	-	-
610800 Part-Time Wages	2,810	4,002	4,587	23,952	23,952	24,182
611000 Other Compensation	520	520	395	-	-	-
611400 Sick Pay	1,175	-	-	-	-	-
611500 Vacation Pay	78,139	86,544	26,998	-	-	-
615000 Fringes	<u>241,376</u>	<u>277,461</u>	<u>92,238</u>	<u>292,837</u>	<u>292,837</u>	<u>316,582</u>
TOTAL PERSONNEL	909,755	1,025,234	353,880	1,177,876	1,177,876	1,233,385
Training~Travel						
620100 Training/Conferences	2,272	2,412	748	8,700	8,700	7,800
620200 Mileage Reimbursement	333	1,398	414	-	-	-
620600 Parking Permits	<u>6,720</u>	<u>6,720</u>	<u>-</u>	<u>7,680</u>	<u>7,680</u>	<u>8,640</u>
TOTAL TRAINING / TRAVEL	9,325	10,530	1,162	16,380	16,380	16,440
Supplies						
630100 Office Supplies	725	751	244	1,200	1,200	1,200
630200 Subscriptions	10	-	-	-	-	-
630300 Memberships & Licenses	1,865	1,903	820	2,555	2,555	3,417
630400 Postage/Freight	-	-	-	-	-	-
630500 Awards & Recognition	136	-	-	179	179	218
630700 Food & Provisions	-	242	-	239	239	290
631603 Other Misc. Supplies	390	2,147	215	2,300	2,300	2,100
632001 City Copy Charges	6,760	2,188	436	2,000	2,000	2,000
632002 Outside Printing	42	1,355	59	1,000	1,000	1,000
632400 Medical/Lab Supplies	6,469	7,385	-	7,500	7,500	7,400
632700 Miscellaneous Equipment	<u>1,455</u>	<u>898</u>	<u>327</u>	<u>1,000</u>	<u>1,000</u>	<u>1,250</u>
TOTAL SUPPLIES	17,852	16,869	2,101	17,973	17,973	18,875
Purchased Services						
640700 Solid Waste/Recycling Pickup	278	814	-	300	300	400
641200 Advertising	-	-	251	-	-	-
641307 Telephone	1,799	1,597	300	1,418	1,418	1,413
641308 Cellular Phones	7,850	7,205	1,020	6,099	6,099	5,353
641800 Equipment Repairs & Maint.	165	-	-	300	300	250
642501 CEA Operations/Maint.	6,753	8,826	2,185	13,073	13,073	9,493
642502 CEA Depreciation/Replace.	9,156	8,252	2,216	9,644	9,644	9,345
643000 Health Services	12,500	-	-	12,500	12,500	12,500
643100 Interpreter Services	1,487	9,527	1,006	14,200	14,200	10,200
643200 Lab Fees	<u>7,325</u>	<u>7,382</u>	<u>-</u>	<u>7,700</u>	<u>7,700</u>	<u>7,985</u>
TOTAL PURCHASED SVCS	47,313	43,603	6,978	65,234	65,234	56,939
TOTAL EXPENSE	<u>984,245</u>	<u>1,096,236</u>	<u>364,121</u>	<u>1,277,463</u>	<u>1,277,463</u>	<u>1,325,639</u>

CITY OF APPLETON 2024 BUDGET

**HEALTH GRANTS
SPECIAL REVENUE FUNDS**

Public Health Officer: Charles E. Sepers

Deputy Director of Public Health: Sonja R. Jensen

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS
HEALTH GRANTS**

MISSION STATEMENT

It is the mission of the Appleton Health Department to facilitate equitable community wellbeing through education, health promotion, and response to public health needs.

DISCUSSION OF SIGNIFICANT 2023 EVENTS

Maternal Child Health (MCH) Grant

Current focus areas include working with early childhood centers and other community worksites to support breastfeeding friendly policies and certifications. Other focus areas include networks of early childhood services addressing family support, child development, mental health, and injury prevention on a local level.

Prevention Grant

This grant will be used to support the department's efforts related to meeting its statutory requirement for completing the Community Health Improvement Plan.

Vaccine Improvement Plan Grant

These grant dollars support our goal of having more than 90% of Appleton children, aged 19-35 months, receive age-appropriate immunizations. This grant also supports the Northeast Wisconsin Immunization Coalition, a regional effort which strives to increase immunization rates in Northeast Wisconsin.

Centers for Disease Control and Prevention (CDC) Lead Poisoning Prevention Grant

Nursing staff works with families to minimize and prevent lead poisoning of children through follow-up of cases of elevated blood lead and prevention education.

COVID-19 Response Grants

These grants support the City's efforts to respond to the COVID-19 pandemic and to track expenditures and federal and State grant funds.

Bioterrorism/Public Health Preparedness Grant

This grant supports training to deal with the effects of bioterrorism and naturally occurring events such as a pandemic. The department's Public Health preparedness staff continued to provide technical and staff support to several communities including Marquette and Waushara counties and the City of Menasha. These are contracted agreements that benefit all communities for these shared services. Working together brings value through regional planning and response capacity.

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS
HEALTH GRANTS**

MAJOR 2024 OBJECTIVES

Maternal Child Health (MCH) Grant

Provide maternal and child health program services to Appleton residents.

Vaccine Improvement Plan Grant

Ensure that more than 90% of all two-year-olds served by the department will have completed their primary vaccine series.

CDC Lead Poisoning Prevention Program Grant

Reduce the incidence of childhood blood lead poisoning through intervention and education.

COVID-19 Response Grants

Support the City's efforts to respond to the COVID-19 pandemic and track expenditures and federal and State grant funds.

Bioterrorism/Public Health Preparedness Grant

Provide plan development and training opportunities for Public Health staff, key community leaders and first responders.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			% Change *
Unit	Title	2021	2022	Adopted 2023	Amended 2023	2024	
Program Revenues		\$ 780,293	\$ 454,961	\$ 642,879	\$ 642,879	\$ 650,517	1.19%
Program Expenses							
2710	MCH Grant	28,146	31,757	31,757	33,223	31,733	-0.08%
2730	Prevention Grant	9,579	6,628	6,628	6,628	6,627	-0.02%
2731	Communicable Disease	-	11,030	5,700	5,700	5,700	0.00%
2740	CDC Lead Grant	9,841	9,819	9,819	9,819	11,337	15.46%
2750	Vaccine Improvement	21,441	24,192	24,192	24,192	24,102	-0.37%
2770	COVID-19 Response	627,635	283,947	458,207	458,207	460,253	0.45%
2780	Bioterrorism Grant	83,652	89,489	106,576	106,576	110,765	3.93%
	Discontinued Programs	-	-	-	-	-	N/A
TOTAL		\$ 780,294	\$ 456,862	\$ 642,879	\$ 644,345	\$ 650,517	1.19%
Expenses Comprised Of:							
	Personnel	482,216	338,391	384,856	385,341	338,750	-11.98%
	Training & Travel	8,911	47,592	26,370	27,351	21,304	-19.21%
	Supplies & Materials	121,813	41,855	6,364	6,364	57,300	800.38%
	Purchased Services	167,354	29,024	225,289	225,289	183,163	-18.70%
	Transfers Out	-	-	-	-	50,000	N/A
Full Time Equivalent Staff:							
	Personnel allocated to programs	1.54	1.54	1.54	1.54	1.45	1.54%

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - MCH Grant

Business Unit 2710

PROGRAM MISSION

The Maternal Child Health (MCH) grant program ensures universal access to MCH public health services for eligible Appleton residents.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

Objectives:

Work with community partners to build an integrated system that promotes optimal physical, social, emotional, and developmental health of children, mothers, fathers and their families.

Participate in Outagamie County child death review teams and Fox Valley Safe Kids coalition to address prevention of injuries and death identified through reviews.

Major changes in Revenue, Expenditures or Programs:

Transfer Out - General Fund is for a new indirect cost allocation that will cover expenses related to salary and fringe, associated with internal service departments (Finance, IT, HR) necessary for implementation of these services.

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - MCH Grant

Business Unit 2710

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ 28,146	\$ 31,757	\$ 31,757	\$ 31,757	\$ 31,733
Total Revenue	<u>\$ 28,146</u>	<u>\$ 31,757</u>	<u>\$ 31,757</u>	<u>\$ 31,757</u>	<u>\$ 31,733</u>
Expenses					
610100 Regular Salaries	\$ 13,821	\$ 6,910	\$ 7,069	\$ 7,069	\$ -
610800 Part-Time Wages	8,840	15,088	16,587	17,072	24,366
615000 Fringes	3,494	3,369	5,441	5,441	3,545
620100 Training/Conferences	-	813	2,660	3,641	1,774
632400 Medical/Lab Supplies	1,991	5,577	-	-	-
791100 Transfer Out - General Fund	-	-	-	-	2,048
Total Expense	<u>\$ 28,146</u>	<u>\$ 31,757</u>	<u>\$ 31,757</u>	<u>\$ 33,223</u>	<u>\$ 31,733</u>

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Prevention Grant

Business Unit 2730

PROGRAM MISSION

Provide accurate, meaningful public health data to the Board of Health and Common Council for effective needs assessment and program management and evaluation.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #1: "Responsibly deliver excellent services".

Objectives:

This grant supports the department expenses related to our Community Needs Assessment and Community Health Improvement Plan.

Major Program Changes:

No major changes.

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Prevention Grant

Business Unit 2730

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ 9,579	\$ 6,628	\$ 6,628	\$ 6,628	\$ 6,627
Total Revenue	<u>\$ 9,579</u>	<u>\$ 6,628</u>	<u>\$ 6,628</u>	<u>\$ 6,628</u>	<u>\$ 6,627</u>
Expenses					
610100 Regular Salaries	\$ -	\$ 5,150	\$ 928	\$ 928	\$ 5,149
615000 Fringes	-	1,478	-	-	1,478
620100 Training/Conferences	3,252	-	5,700	5,700	-
630100 Office Supplies	714	-	-	-	-
631603 Other Misc. Supplies	5,613	-	-	-	-
Total Expense	<u>\$ 9,579</u>	<u>\$ 6,628</u>	<u>\$ 6,628</u>	<u>\$ 6,628</u>	<u>\$ 6,627</u>

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Communicable Disease Grant

Business Unit 2731

PROGRAM MISSION

Increase communicable disease awareness in the community along with practical prevention opportunities.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

Objectives:

Ensure or increase capacity to respond to communicable disease events, including staff time, training, and the purchase of additional equipment.

Major Program Changes:

No major changes.

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Communicable Disease Grant

Business Unit 2731

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ -	\$ 11,029	\$ 5,700	\$ 5,700	\$ 5,700
Total Revenue	\$ -	\$ 11,029	\$ 5,700	\$ 5,700	\$ 5,700
Expenses					
610100 Regular Salaries	\$ -	\$ -	\$ 4,746	\$ 4,746	\$ 4,746
610800 Part-Time Wages	-	9,823	-	954	-
615000 Fringes	-	133	954	-	954
620100 Training/Conferences	-	1,074	-	-	-
Total Expense	\$ -	\$ 11,030	\$ 5,700	\$ 5,700	\$ 5,700

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - CDC Lead Grant

Business Unit 2740

PROGRAM MISSION

Provide lead poisoning prevention services to high-risk children in the City of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

Objectives:

The Lead Poisoning Prevention Program is intended to:

Assure screening for elevated blood lead levels in children at risk for lead poisoning.

Decrease identified lead hazards in the environment.

Increase awareness of lead poisoning, prevention and control among community stakeholders.

Connect lead poisoned children and families to appropriate medical, housing and support services.

Major changes in Revenue, Expenditures or Programs:

Transfer Out - General Fund is for a new indirect cost allocation that will cover expenses related to salary and fringe, associated with internal service departments (Finance, IT, HR) necessary for implementation.

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - CDC Lead Grant

Business Unit 2740

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ 9,840	\$ 9,819	\$ 9,819	\$ 9,819	\$ 11,337
503500 Other Reimbursements	-	1,220	-	-	-
Total Revenue	<u>\$ 9,840</u>	<u>\$ 11,039</u>	<u>\$ 9,819</u>	<u>\$ 9,819</u>	<u>\$ 11,337</u>
Expenses					
610100 Regular Salaries	\$ 8,401	\$ 7,125	\$ 8,406	\$ 8,406	\$ 9,143
615000 Fringes	1,308	1,154	1,413	1,413	1,462
632400 Medical/Lab Supplies	132	1,540	-	-	-
791100 Transfer Out - General Fund	-	-	-	-	732
Total Expense	<u>\$ 9,841</u>	<u>\$ 9,819</u>	<u>\$ 9,819</u>	<u>\$ 9,819</u>	<u>\$ 11,337</u>

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Vaccine Improvement Grant

Business Unit 2750

PROGRAM MISSION

Provide immunization to children from the ages of 2 months to 18 years, without barriers, in order to prevent disease. In addition, these resources are used to provide outreach and education.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

Objectives:

The Department's immunization program is expected to administer vaccines primarily to children from 2 months through 18 years of age, and assist in developing the immunization infrastructure necessary to raise immunization levels and prevent vaccine preventable diseases such as diphtheria, tetanus, pertussis, polio, measles, mumps, rubella, haemophilus influenza B, varicella, rotavirus, hepatitis B, hepatitis A and bacterial meningitis.

Major changes in Revenue, Expenditures or Programs:

Transfer Out - General Fund is for a new indirect cost allocation that will cover expenses related to salary and fringe, associated with internal service departments (Finance, IT, HR) necessary for implementation.

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - Vaccine Improvement Grant

Business Unit 2750

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ 21,441	\$ 24,192	\$ 24,192	\$ 24,192	\$ 24,102
Total Revenue	<u>\$ 21,441</u>	<u>\$ 24,192</u>	<u>\$ 24,192</u>	<u>\$ 24,192</u>	<u>\$ 24,102</u>
Expenses					
610100 Regular Salaries	\$ 17,717	\$ 20,239	\$ 19,649	\$ 19,649	\$ 19,754
615000 Fringes	2,654	3,211	3,279	3,279	2,792
632400 Medical/Lab Supplies	1,070	742	1,264	1,264	-
791100 Transfer Out - General Fund	-	-	-	-	1,556
Total Expense	<u>\$ 21,441</u>	<u>\$ 24,192</u>	<u>\$ 24,192</u>	<u>\$ 24,192</u>	<u>\$ 24,102</u>

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - COVID-19 Pandemic Response

Business Units 2773, 2774, 2775, 2776

PROGRAM MISSION

Coordinate the City's response to the COVID-19 pandemic, including supplies of personal protective equipment, sanitizers and sanitizing services, etc.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond" and #6: "Create opportunities and learn from successes and failures".

Objectives:

COVID-19 Response Grants

These federal and State grants support the City's efforts to respond to the COVID-19 pandemic and to track the related expenditures.

Major changes in Revenue, Expenditures or Programs:

Transfer Out - General Fund is for a new indirect cost allocation that will cover expenses related to salary and fringe, associated with internal service departments (Finance, IT, HR) necessary for implementation of these.

COVID-19 Recovery funds will be used to replace aging computer hardware for all staff, as well as install technology (computer and audio/visual equipment) in both the 1st floor clinic space, that also services as a conference room and community meeting space for multiple departments, and the 5th floor conference room.

Software support increased due to implementation of an electronic medical record system. This will be a dramatic upgrade from the Health Department's paper record process. It will add efficiency to all interactions with resident clients, improving the level of service provided, and reducing the administrative time, per contact, committed by City staff. COVID-19 recovery funds are expected to purchase an initial license and setup for the system, as well as prepay for 3 years of service agreements.

COVID-19 Recovery funds continue to cover the Health Department remodel, including additional funding to cover the costs of remodeling the 5th floor conference room, which includes combining a storage closet with the existing room, as well as new furniture, lighting, carpet, and fixtures.

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - COVID-19 Pandemic Response

Business Unit 2773, 2774, 2775, 2776

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ 504,670	\$ 283,945	\$ 458,207	\$ 458,207	\$ 460,253
501000 Miscellaneous Revenue	18,130	-	-	-	-
503500 Other Reimbursements	104,835	-	-	-	-
Total Revenue	\$ 627,635	\$ 283,945	\$ 458,207	\$ 458,207	\$ 460,253
Expenses					
610100 Regular Salaries	\$ 137,029	\$ 121,450	\$ 175,505	\$ 175,505	\$ 129,850
610500 Overtime	15,369	-	-	-	-
610800 Part Time	169,739	28,993	-	-	-
615000 Fringes	32,699	28,098	35,324	35,324	25,767
620100 Training/Conferences	-	41,130	17,050	17,050	19,050
620500 Employee Recruitment	1,547	-	-	-	-
620600 Parking Permits	713	219	480	480	-
630100 Office Supplies	457	4,115	2,000	2,000	2,000
630300 Memberships & Licenses	-	464	50	50	2,250
631603 Other Misc. Supplies	94,299	7,801	-	-	2,000
632002 Outside Printing	15,479	-	1,000	1,000	1,000
632400 Medical/Lab Supplies	900	942	2,000	2,000	-
632700 Miscellaneous Equipment	265	22,214	-	-	50,000
641308 Cellular Phones	-	958	241	241	-
641400 Janitorial Service	2,898	-	-	-	-
642400 Software Support	187	120	-	-	47,004
642501 CEA Operations/Maint.	-	-	1,481	1,481	-
642502 CEA Depreciation/Replace.	-	-	776	776	-
643100 Interpreter Services	-	-	300	300	1,000
659900 Other Contracts	156,054	27,443	7,000	7,000	12,000
680300 Buildings	-	-	215,000	215,000	122,668
791100 Transfer Out - General Fund	-	-	-	-	45,664
Total Expense	\$ 627,635	\$ 283,947	\$ 458,207	\$ 458,207	\$ 460,253

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

Training/Conferences

National Association of County and City Health Officials	\$ 6,000
American Public Health Association	13,050
	<u>\$ 19,050</u>

Miscellaneous Equipment

Computer Replacement and other site and field technology needs	\$ 50,000
	<u>\$ 50,000</u>

Software Support

Patient Health Record	\$ 47,004
	<u>\$ 47,004</u>

Buildings

Health Department Interior Finishes and Furniture	\$ 122,668
	<u>\$ 122,668</u>

CITY OF APPLETON 2024 BUDGET

SPECIAL REVENUE FUNDS

Health Grants - Bioterrorism Grant

Business Unit 2780

PROGRAM MISSION

Provide a regional approach to all hazard emergency preparedness. Appleton provides staff support to the NEW (Northeast Wisconsin) Public Health Preparedness Partnership, comprised of Appleton and four area health departments.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #2: "Encourage active community participation and involvement".

Objectives:

Prepare and train for public health emergencies which may result from terrorist activity or naturally occurring events such as an influenza pandemic.

Prepare response plans which integrate and compliment local Emergency Operations Plans (EOP) or Emergency Support Functions (ESF).

Establish and maintain 24/7 response capacity.

Encourage and support a regional response to communicable disease prevention, response and recovery.

Major changes in Revenue, Expenditures or Programs:

No major changes.

**CITY OF APPLETON 2024 BUDGET
SPECIAL REVENUE FUNDS**

Health Grants - Bioterrorism Grant

Business Unit 2780

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2021	2022	Adopted 2023	Amended 2023	2024
Revenues					
422500 Health Grants & Aids	\$ 82,757	\$ 80,688	\$ 88,576	\$ 88,576	\$ 92,765
490800 Misc Intergov Charges	275	5,683	18,000	18,000	18,000
503500 Other Reimbursements	620	-	-	-	-
Total Revenue	\$ 83,652	\$ 86,371	\$ 106,576	\$ 106,576	\$ 110,765
Expenses					
610100 Regular Salaries	\$ 57,406	\$ 69,789	\$ 85,389	\$ 85,389	\$ 87,860
615000 Fringes	13,738	16,381	20,166	20,166	21,884
620100 Training/Conferences	2,906	2,396	-	-	-
620600 Parking Permits	493	420	480	480	480
631603 Other Misc. Supplies	893	-	50	50	50
641307 Telephone	237	239	250	250	250
641308 Cellular Phones	312	264	241	241	241
642000 Facilities Charges	4,507	-	-	-	-
659900 Other Contracts	3,160	-	-	-	-
Total Expense	\$ 83,652	\$ 89,489	\$ 106,576	\$ 106,576	\$ 110,765

DETAILED SUMMARY OF 2024 PROPOSED EXPENDITURES > \$15,000

None

**CITY OF APPLETON 2024 BUDGET
HEALTH GRANTS**

	2021 <u>ACTUAL</u>	2022 <u>ACTUAL</u>	2023 <u>YTD ACTUAL</u>	2023 <u>ORIG BUD</u>	2023 <u>REVISED BUD</u>	2024 <u>BUDGET</u>
Program Revenues						
422400 Misc. State Aids	-	-	-	-	-	-
422500 Health Grants & Aids	656,433	448,058	(66,198)	624,879	624,879	632,517
490800 Misc. Intergovernmental Charges	274	5,683	6,000	18,000	18,000	18,000
501000 Miscellaneous Revenue	18,131	-	-	-	-	-
503500 Other Reimbursements	<u>105,455</u>	<u>1,220</u>	-	-	-	-
TOTAL PROGRAM REVENUES	780,293	454,961	(60,198)	642,879	642,879	650,517
Personnel						
610100 Regular Salaries	220,650	216,820	54,398	301,692	301,692	256,502
610400 Call Time	-	-	-	-	-	-
610500 Overtime	15,369	-	-	-	-	-
610800 Part-Time Wages	178,589	53,904	9,985	17,541	18,026	24,366
611000 Other Compensation	-	-	-	-	-	-
611400 Sick Pay	-	-	-	-	-	-
611500 Vacation Pay	13,716	13,843	4,257	-	-	-
615000 Fringes	<u>53,892</u>	<u>53,824</u>	<u>15,084</u>	<u>65,623</u>	<u>65,623</u>	<u>57,882</u>
TOTAL PERSONNEL	482,216	338,391	83,724	384,856	385,341	338,750
Training~Travel						
620100 Training/Conferences	6,158	46,953	8,054	25,410	26,391	20,824
620200 Mileage Reimbursement	-	-	-	-	-	-
620500 Employee Recruitment	1,547	-	-	-	-	-
620600 Parking Permits	<u>1,206</u>	<u>639</u>	-	<u>960</u>	<u>960</u>	<u>480</u>
TOTAL TRAINING / TRAVEL	8,911	47,592	8,054	26,370	27,351	21,304
Supplies						
630100 Office Supplies	1,171	4,115	-	2,000	2,000	2,000
630300 Memberships & Licenses	-	464	20	50	50	2,250
630700 Food & Provisions	-	-	-	-	-	-
631603 Other Misc. Supplies	100,805	7,801	10	50	50	2,050
632001 City Copy Charges	-	-	-	-	-	-
632002 Outside Printing	15,479	-	-	1,000	1,000	1,000
632102 Protective Clothing	-	-	-	-	-	-
632400 Medical/Lab Supplies	4,093	7,261	809	3,264	3,264	-
632700 Miscellaneous Equipment	<u>265</u>	<u>22,214</u>	<u>15,692</u>	-	-	<u>50,000</u>
TOTAL SUPPLIES	121,813	41,855	16,531	6,364	6,364	57,300
Purchased Services						
640100 Accounting/Audit Fees	-	-	-	-	-	-
640201 Attorney Fees	-	-	-	-	-	-
640400 Consulting Services	-	-	-	-	-	-
641307 Telephone	237	239	52	250	250	250
641308 Cellular Phones	312	1,222	341	482	482	241
641400 Janitorial Service	-	-	-	-	-	-
641600 Building Repairs & Maint.	-	-	-	-	-	-
642000 Facilities Charges	7,404	-	-	-	-	122,668
642400 Software Support	187	120	468	-	-	47,004
642501 CEA Operations/Maint.	-	-	-	1,481	1,481	-
642502 CEA Depreciation/Replace.	-	-	-	776	776	-
643100 Interpreter Services	-	-	-	300	300	1,000
659900 Other Contracts/Obligations	159,214	27,443	10,193	7,000	7,000	12,000
680300 Buildings	-	-	-	<u>215,000</u>	<u>215,000</u>	-
TOTAL PURCHASED SVCS	167,354	29,024	11,054	225,289	225,289	183,163
Transfers						
791100 Transfer Out - General Fund	-	-	-	-	-	50,000
TOTAL TRANSFERS	-	-	-	-	-	50,000
TOTAL EXPENSE	<u>780,294</u>	<u>456,862</u>	<u>119,363</u>	<u>642,879</u>	<u>644,345</u>	<u>650,517</u>

CITY OF APPLETON 2024 BUDGET
HEALTH GRANTS
SPECIAL REVENUE FUNDS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

Revenues	2021 Actual	2022 Actual	2023 Budget	2023 Projected	2024 Budget
Intergovernmental	* \$ 656,433	\$ 448,058	\$ 624,879	\$ 624,879	\$ 632,517
Charges for Service	275	5,683	18,000	18,000	18,000
Miscellaneous Revenue	-	-	-	-	-
Other Reimbursements	123,586	1,220	-	-	-
Total Revenues	<u>780,294</u>	<u>454,961</u>	<u>642,879</u>	<u>642,879</u>	<u>650,517</u>
Expenses					
Program Costs	780,294	456,862	642,879	644,345	650,517
Total Expenses	<u>780,294</u>	<u>456,862</u>	<u>642,879</u>	<u>644,345</u>	<u>650,517</u>
Revenues over (under) Expenses	-	(1,901)	-	(1,466)	-
Fund Balance - Beginning	<u>52,799</u>	<u>52,799</u>	<u>50,898</u>	<u>50,898</u>	<u>49,432</u>
Fund Balance - Ending	<u>\$ 52,799</u>	<u>\$ 50,898</u>	<u>\$ 50,898</u>	<u>\$ 49,432</u>	<u>\$ 49,432</u>

Environmental Health Fees Proposed April 2024

Printed on 9/29/2023

Activity Code	Description	Effective April 1 2023 Fees	Proposed April 1 2024 Fees
1	Pre-inspection Fee: Prepackaged / No TCS / Additional Operator	60.00	62.00
2	Pre-inspection Fee: Change of Owner / Operator	230.00	239.00
3	Pre-inspection Fee: New Establishment / Extensive Remodeling	350.00	364.00
199	Re-inspection Fee: 2nd Return Trip	130.00	135.00
200	Re-inspection Fee: 3rd Return Trip	200.00	208.00
201	Re-inspection Fee: 4th Return Trip	250.00	260.00
95	Surcharge: Micromarket Operating Without a License	80.00	80.00
96	Surcharge: Micromarket 2+ Operating Without a License	100.00	100.00
203	Surcharge: Operating Without a License	300.00	312.00
5	Surcharge: Late Payment	98.00	102.00
206	Surcharge: Operating Without a Certified Food Protection Manager	150.00	150.00
300	Retail Food: Not Serving Meals—Prepackaged	200.00	208.00
301	Retail Food: Not Serving Meals—Simple Non TCS	275.00	286.00
302	Retail Food: Not Serving Meals—Simple TCS	400.00	416.00
303	Retail Food: Not Serving Meals—Moderate	650.00	676.00
304	Retail Food: Not Serving Meals—Complex	1,200.00	1,248.00
310	Mobile Retail Food: Not Serving Meals—Prepackaged	200.00	208.00
311	Mobile Retail Food: Not Serving Meals—Simple Non TCS	275.00	286.00
312	Mobile Retail Food: Not Serving Meals—Simple TCS	400.00	416.00
313	Mobile Retail Food: Not Serving Meals—Moderate	650.00	676.00
314	Mobile Retail Food: Not Serving Meals—Complex	1,200.00	1,248.00
320	Mobile Retail Food Service Base: Not Serving Meals—Prepackaged	200.00	208.00
321	Mobile Retail Food Service Base: Not Serving Meals—Simple Non TCS	275.00	286.00
322	Mobile Retail Food Service Base: Not Serving Meals—Simple TCS	400.00	416.00
323	Mobile Retail Food Service Base: Not Serving Meals—Moderate	650.00	676.00
324	Mobile Retail Food Service Base: Not Serving Meals—Complex	1,200.00	1,248.00
330	Retail Food: Serving Meals—Prepackaged/Limited Service	310.00	322.00
331	Retail Food: Serving Meals—Simple	370.00	385.00
332	Retail Food: Serving Meals—Moderate	600.00	624.00
333	Retail Food: Serving Meals—Complex	750.00	780.00
340	Mobile Retail Food: Serving Meals—Prepackaged/Limited Service	310.00	322.00
341	Mobile Retail Food: Serving Meals—Simple	370.00	385.00
342	Mobile Retail Food: Serving Meals—Moderate	600.00	624.00
343	Mobile Retail Food: Serving Meals—Complex	750.00	780.00
350	Mobile Retail Food Service Base: Serving Meals—Prepackaged/Limited	310.00	322.00
351	Mobile Retail Food Service Base: Serving Meals—Simple	370.00	385.00
352	Mobile Retail Food Service Base: Serving Meals—Moderate	600.00	624.00
353	Mobile Retail Food Service Base: Serving Meals—Complex	750.00	780.00
40	No Food—Tavern	175.00	182.00
16	Micromarket	44.40	44.40
17	Micromarket 2+	66.60	66.60
170	1st Additional Service Operation	100.00	104.00
171	2nd Additional Service Operation	100.00	104.00
172	3rd Additional Service Operation	100.00	104.00

Environmental Health Fees Proposed April 2024

Printed on 9/29/2023

61	Special Organization Serving Meals: Prepackaged/Limited Service	230.00	239.00
62	Special Organization Serving Meals: Non-limited	350.00	364.00
190	School: 2nd Inspection—Limited Food Service (DPI)	230.00	239.00
191	School: 2nd Inspection—Non-Limited Food Service (DPI)	350.00	364.00
204	Inspection Fee: Transient/Mobile	75.00	78.00
360	Transient Retail Food: Prepackaged	75.00	78.00
361	Transient Retail Food: Processing Non-TCS	125.00	130.00
362	Transient Retail Food: Processing TCS	180.00	187.00
6	Pre-inspection Fee: Tourist Rooming House	200.00	208.00
70	Hotel: 30 Rooms or Fewer	350.00	364.00
71	Hotel: 31-99 Rooms	450.00	468.00
72	Hotel: 100-199 Rooms	550.00	572.00
78	Hotel: 200+ Rooms	650.00	676.00
73	Motel: 30 Rooms or Fewer	350.00	364.00
74	Motel: 31-99 Rooms	450.00	468.00
75	Motel: 100-199 Rooms	550.00	572.00
79	Motel: 200+ Rooms	650.00	676.00
76	Tourist Rooming House	220.00	229.00
77	Bed and Breakfast Establishment	220.00	229.00
110	Recreational/Educational Camp	400.00	416.00
280	Public Swimming Pool	660.00	686.00
281	2nd Public Swimming Pool	660.00	686.00
282	Public Whirlpool	660.00	686.00
238	2nd Public Whirlpool	660.00	686.00
284	Water Attraction	700.00	728.00
285	2nd Water Attraction	700.00	728.00
286	Water Attraction With Up To 2 Slides	740.00	770.00
287	Additional Waterslide/Poolslide	75.00	78.00
64	Body Piercing Establishment	225.00	234.00
65	Combined Tattoo and Body Piercing Establishment	325.00	338.00
66	Tattoo Establishment	225.00	234.00
364	Temporary Body Piercing Establishment	180.00	187.00
365	Temporary Combined Tattoo and Body Piercing Establishment	220.00	229.00
366	Temporary Tattoo Establishment	180.00	187.00
HLBEES	Pre-inspection Fee: Apiary—Residential	30.00	30.00
HLBEES	Pre-inspection Fee: Apiary—Non-Residential	145.00	145.00
HLBEES	Apiary—Residential	20.00	20.00
HLBEES	Apiary—Non-Residential	59.00	59.00
HLCHIX	Pre-inspection Fee: Chicken Keeping	70.00	70.00
HLCHIX	Chicken Keeping	24.00	24.00
139	Pre-inspection Fee: Pigeon Keeping	145.00	151.00
140	Pigeon Keeping	75.00	78.00
111	Campground: 1-25 Sites	142.50	148.00
112	Campground: 26-50 Sites	199.00	207.00
113	Campground: 51-100 Sites	238.50	248.00
114	Campground: 101-199 Sites	273.50	284.00
115	Campground: 200+ Sites	279.00	290.00

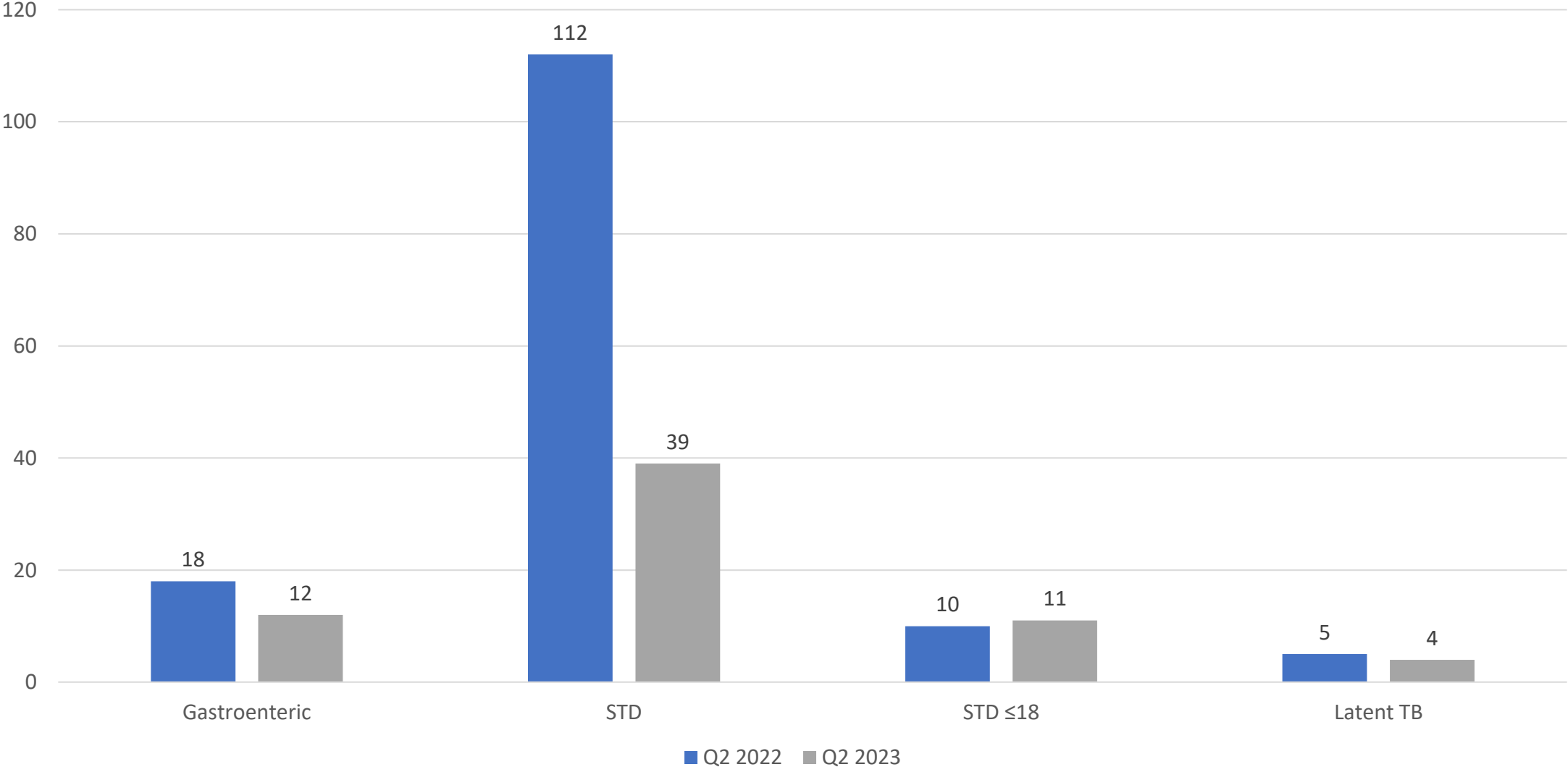
Environmental Health Fees Proposed April 2024

Printed on 9/29/2023

120	Special Event Campground: 1-25 Sites	55.50	58.00
121	Special Event Campground: 26-50 Sites	77.00	80.00
122	Special Event Campground: 51-100 Sites	94.50	98.00
123	Special Event Campground: 101-199 Sites	111.50	116.00
124	Special Event Campground: 200+ Sites	117.00	122.00

Appleton Health Department 2023 Q2 Report

Communicable Disease Prevalence



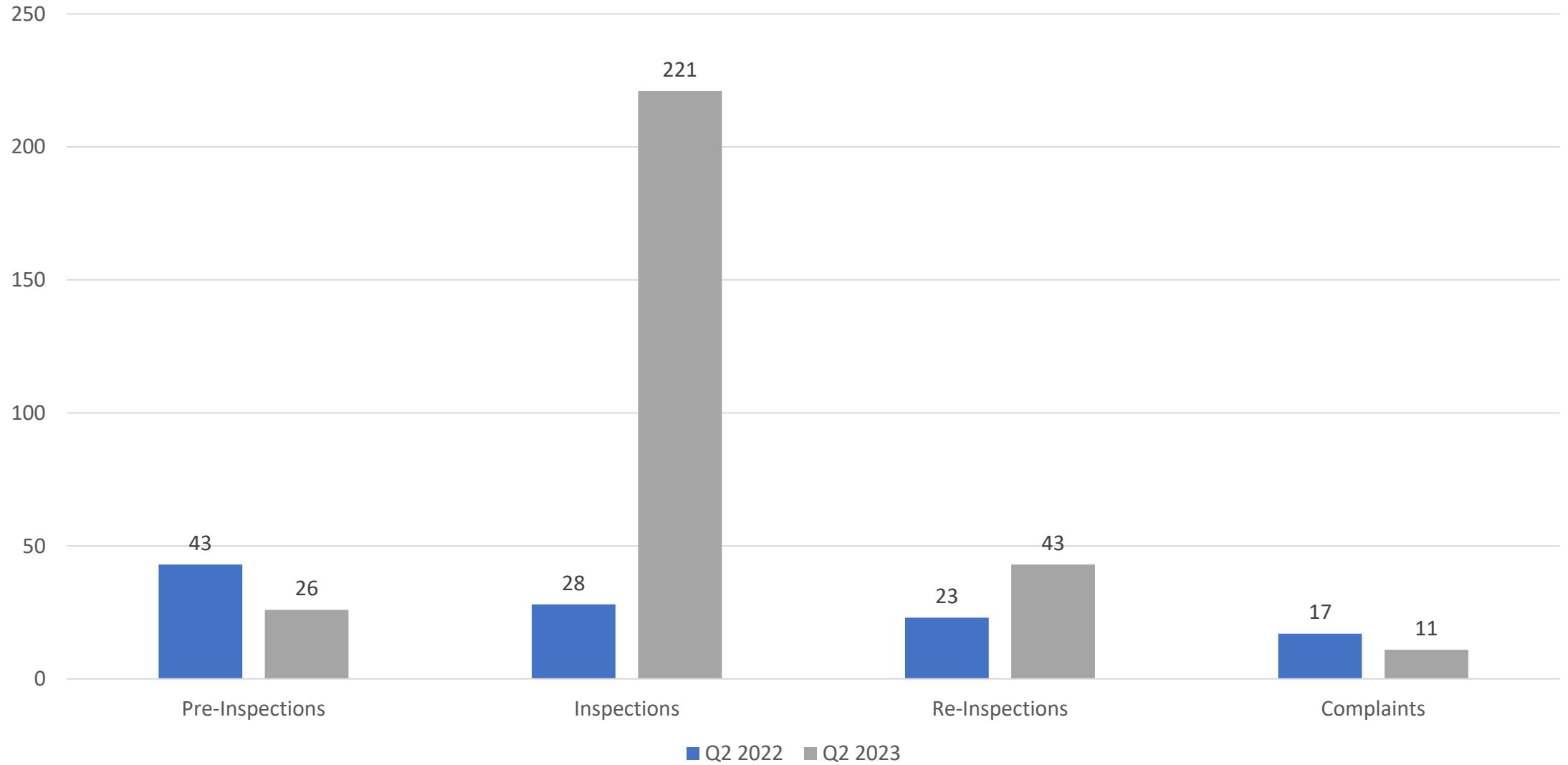
Maternal Child and Family Health

- Public Health Nurse visits and revisits: 49; 145 2022 YTD

Environmental Health

- Licensing
 - Pre-inspections: 26; 43 2022 YTD
 - Inspections: 221; 28 2022 YTD
 - Re-inspections: 43; 23 2022 YTD
 - Complaints: 11; 17 2022 YTD
 - Food/Water Borne Illness: 0; 0 2022 YTD

Licensing Activity



Environmental Health

- Environmental Protection
 - Swimming Pool Samples: 65; 39 2022 YTD
 - Complaints: 11; 17 2022 YTD
- Rabies Specimens: 0; 0 2022 YTD

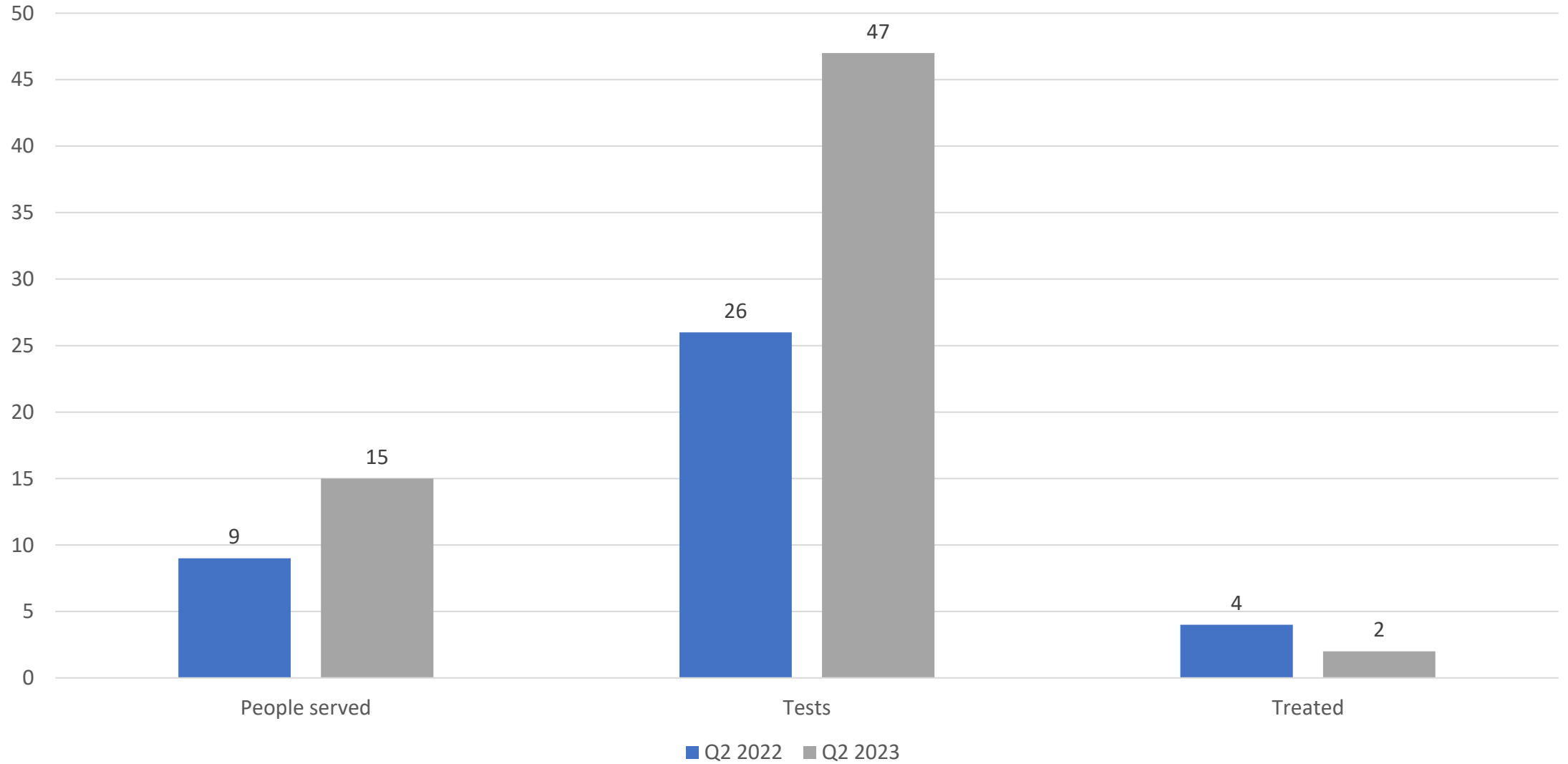
Chronic Disease and Injury Prevention

- Lead Elevations: 15; 7 2022 YTD

Access & Linkage to Primary Care

- Community Partner STD Testing and Treatment:
 - 2023 Total 15 served, 47 tests, 2 treated
 - 2022 YTD 9 served, 26 tests, 4 treated

STD Testing



Consumer Protection

- Complaints: 19; 14 2022 YTD
- Violations: 4; 7 2022 YTD
- Establishment Inspections: 136; 115 2022 YTD
- Price scanning Inspections: 28; 25 2022 YTD
 - Errors found: 33; 23 2022 YTD

Approved Noise Variances July-Dec 2023

Revised 9/29/23

Saturday, September 16, 2023	6:30pm-10:00pm	1826 W Grant Street	Private Party	Amplified Music/Sound	Robin Bricco	(920) 636-3614	9/15/2023
Saturday, October 7, 2023	6:30pm-10:00pm	2121 Emmers Drive	Appleton East Homecoming Dance	Amplified Music/Sound	Jen Flannery-Bosin	(920) 852-5400	9/15/2023
Monday, October 9, 2023	5:00pm-7:00pm	501 E College Ave	Indigenous Peoples' Day	Amplified Music/Sound	Megan DuFrane-Groose	(920) 832-6698	9/15/2023
Thursday, November 23, 2023	6:30am-10:00am	Approved Event Route and Jones Park; 301 W Lawrence Street	Festival Foods Turkey Trot	Amplified Music/Sound	Allie Thut	(920) 639-6284	9/15/2023
Sunday, October 1, 2023	11:00am-6:00pm	1937 E John St	H&K's Car Show	Other: Car Noise	Hank Grishaber	(920) 850-6069	9/22/2023
Saturday, October 14, 2023	11:00am-12:30pm	1201 E John St	Homecoming: Vikings Tailgate	Amplified Music/Sound	Megan DuFrane-Groose	(920) 832-6698	9/29/2023
Thursday, October 12, 2023	7:00pm-9:00pm	613 E College Ave	PRISM x SOL Studios	Amplified Music/Sound	Henry Hale	(801) 884-2797	9/29/2023

10.2023

PUBLIC HEALTH

NEWSLETTER

OF THE APPLETON PUBLIC HEALTH DEPARTMENT



IN THIS ISSUE:

Create, champion, and implement policies, plans, and laws

Letter from the Health Officer

Meet Chuck

VISION: Health for all, together.

MISSION: Facilitate equitable community wellbeing through education, health promotion, and response to public health needs.

10 ESSENTIAL PUBLIC HEALTH SERVICES

The 10 Essential Public Health Services provide a framework for public health to protect and promote the health of all people in all communities. To achieve equity, the Essential Public Health Services actively promote policies, systems, and overall community conditions that enable optimal health for all and seek to remove systemic and structural barriers that have resulted in health inequities. Such barriers include poverty, racism, gender discrimination, ableism, and other forms of oppression. Everyone should have a fair and just opportunity to achieve optimal health and well-being.

Each month, the Appleton Health Department Newsletter will feature stories about how we are achieving each of the 10 Essential Public Health Services. This month, we will focus on Essential Public Health Service #5: Create, champion, and implement policies, plans, and laws that impact health.

WHAT WE ARE DOING

The City of Appleton Health Department creates, champions and implements policies, plans, and laws that impact public health through a process called a Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP). The two interconnected processes are used to assess community health needs and develop strategies to improve the health and well-being of a specific population or community.

The Health Department's Community Health Assessment (CHA) is a systematic examination of the health status, health behaviors, health resources, and social determinants of health within Appleton as featured in our August 2023 Newsletter.

Once the Community Health Assessment is complete and key health issues are identified, a Community Health Improvement Plan (CHIP) is developed. The CHIP is a strategic plan that outlines specific actions, programs, and policies to address the health needs and priorities identified during the assessment. It involves collaboration among various stakeholders, including other local health departments, community-based organizations, healthcare providers, schools, businesses, and community members. The CHIP sets measurable objectives, timelines, and identifies available resources to implement evidence-based interventions that will improve the health of the community and reduce health disparities.

Findings from Community Health Assessments conducted by the Appleton Health Department including the Homelessness Summit, Point-in-Time Count, and Age-Friendly Survey have supported the development of the Community Health Division. Learn more on the next page.

LETTER FROM THE HEALTH OFFICER

MEET CHUCK



Public Health

Prevent. Promote. Protect.

On July 19th, the City of Appleton Common Council voted unanimously to approve a table of organization change to create a new Division of Community Health within the Appleton Health Department. Specifically, the Community Health Supervisor position was created to lead this new division and the Coordinated Entry Specialist position was moved from the Department of Community Economic Development to the newly formed Community Health Division.

This historic structural change will better support the Appleton Health Department in its role as a Community Chief Health Strategist through enhanced data collection efforts, stakeholder collaboration, and supporting a Tri-County, regional focus for understanding and improving conditions that affect residents within our collective communities. Additionally, the reorganization of the Coordinated Entry Specialist position places increased focus on housing and other social determinants of health by the City of Appleton. Collectively, these changes will help us inform data-driven decision-making to better address health inequities experienced by underserved and marginalized residents.

This milestone marks a particularly exciting and rewarding day for me personally and professionally, as it was an initiative I was excited to begin as I applied for the Health Officer/Director position in December 2021. I want to thank Appleton Health Department staff, City colleagues, the Appleton Board of Health, and the Appleton Common Council for joining me in our shared vision of promoting health and preventing chronic disease for all of us.

CHARLES E SEPERS, JR, PHD, MPH
HEALTH OFFICER | DIRECTOR



RESOURCES

[CDC-10 Essential Public Health Services -Full](#)



Dr. Charles Sepers Jr., Health Officer and Director of the Appleton Health Department relocated to Appleton nearly two years ago and found himself *home*. After serving as a tri-county Health Officer in middle America Chuck identifies the speed and agility with which the City of Appleton, alderpersons, residents, business owners, and stakeholders enact meaningful action as unique to our municipality.

Chuck cites the accessibility of local government officials and staff and the interactive engagement of the people we serve every day as the secret sauce. “[We] don’t have to manufacture meaning when the goal of [our] work is to ensure the well-being of others— to provide the types of services that [Appleton residents] need and they expect— that they pay taxes to ensure and they exercise their democracy to guarantee. That’s all a very meaningful process and it’s a privilege to be a part of that.”

While away from City Hall, Chuck typically finds himself exploring Appleton, neighboring communities, and outdoors— hiking, camping, or walking, often with a dog named Gus.

BOARD OF HEALTH

CALENDAR