DRAFT

Wisconsin Department of Health Services

Division of Public Health

Wisconsin Birth Defects Prevention and Surveillance Program

Wednesday August 26, 2020

**10:00 am meeting begins –12:00 pm meeting ends**

Peggy Helm-Quest is inviting you to a scheduled **Zoom meeting**

I will send the ZOOM link closer to the meeting date.

**Birth Defects Prevention and Surveillance Program Council Meeting**

**Agenda**

**General Links**

1. Wisconsin Birth Defects Prevention and Surveillance Program Statute s 253.12

<https://docs.legis.wisconsin.gov/statutes/statutes/253/12>

2. Chapter DHS 116 - WISCONSIN BIRTH DEFECT PREVENTION AND SURVEILLANCE SYSTEM

<https://docs.legis.wisconsin.gov/code/admin_code/dhs/110/116/04/1>

3. Birth Defects Registry Reporting Conditions – Current

<https://www.dhs.wisconsin.gov/forms/f4/f40054.pdf>

4. CDC—National Center on Birth Defects and Developmental Disabilities <https://www.cdc.gov/ncbddd/index.html>

Attachments – Mission and Responsibilities

Strategic Plan

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Council Members**  Mir Basir  Kyle Mounts  Brigit Frank |  | Susan Davidson  Maureen Durkin  Amy Pulda  Hanna Rakovec |  | Ryan Freund  Kerry Jedele  Jennifer.Feske  Tami Horzewski |  | Jenny Neugart  Marilyn Noll  Ann Zenk |
|  | **DHS Support**  **BCHP**  **BEOH** |  | Peggy Helm-Quest – Staff Lead, Melissa Olson – Staff Facilitator  Sharon Fleischfresser, Kelsey Stevenson, Anne Odusanya, Taylor Thompson  Jennifer Camponeschi | | | | |

|  |  |
| --- | --- |
| **Purpose** | This ZOOM meeting is the Quarterly Meeting of the WI Birth Defects Prevention and Surveillance Advisory Council which provides information and discussion to the Birth Defects Prevention and Surveillance program including the Birth Defects Registry.  Mission: To advise the Department of Health Services regarding the Wisconsin Birth Defects Prevention and Surveillance program as outlined in s 253.12.  The purpose of this meeting is to conduct the governmental business outlined in the agenda. The Birth Defects Council serves in an advisory capacity to the Department of Health Services. Information about the Birth Defects Council may be found at: https://www.dhs.wisconsin.gov/cyshcn/birthdefects/index.htm  For questions please contact Peggy Helm-Quest at 608-267-2945 or peggy.helmquest@dhs.wisconsin.gov. Thank you for your interest. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Time:** | **Topic:** | **Lead** | **Discussion and Follow-up Items** |
| 10:00am–10:30am | 1. Welcome and Roll Call Attendees  Introductions  2.Review of Minutes of May 26, 2020  3.Review Agenda  4.Public Input | Ryan Freund Chair  Ann Zenk Co-Chair  Peggy Helm-Quest | Your Name, Organization, and Council Representation |
| 10:30am–11:00am | Business Meeting  PREWORK   1. WBDR, Intern Update 2. Legislative Report Update 3. WBDR Registry Update | Ryan Freund  Ann Zenk  Melissa Olson  Peggy Helm-Quest  Melissa Olson  Peggy Helm-Quest | PREWORK Question – Pop Corn Style  1. How has your work and the organization you represent on the Council been impacted by COVID? |
| 11:00 a.m.- 11:15 a.m. | STAND UP AND STRETCH Break |  | Everyone |
| 11:15 – 12:00 noon | Strategic Plan Overview  Review Strategic Plan – What has been Accomplished?  Facilitate discussion on PREWORK Topics  Summarize Discussion | Peggy Helm-Quest  Melissa Olson  Anne Odusanya  Taylor Thompson  Ryan Freund  Ann Zenk  Ryan Freund | Everyone  2. From what you answered in the first question and reflecting on the Council’s Mission and Responsibilities, and Strategic Plan;   * What do you see as items of high priority in the strategic plan? * What are items to reconsider? * What would be new items?   3. What do they see as your role (being on the Council and Representation) as it relates to the strategic plan and mission?  4. How can you help us get there? |
| 12:00 noon | Adjourn | Ryan Freund  Ann Zenk |  |
|  | **Meeting Dates:**  **November 18 or December 2, 2020.** | Peggy Helm-Quest |  |
| Notes |  | | |

|  |  |
| --- | --- |
| *Accessibility:* | DHS is an equal opportunity employer and service provider. If you need accommodations because of a disability, if you need an interpreter or translator, or if you need this material in another language or in alternate format, you may request assistance to participate by contacting Peggy Helm-Quest - 608-867-4010: Remote Office or peggy.helmquest@dhs.wisconsin.gov. |