

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

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

**05-12-10  
8:00 AM**

**MINUTES**

- A. Meeting called to order at 8:04 AM by Chairman C. Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Dorothy Jankowski, Susan Nett  
Excused: Dr. Teresa Shoberg
- C. MINUTES TO APPROVE
  - 1. Motion to approve April 14, 2010 minutes made by D. Jankowski and seconded by L. Asmus.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. April 2010 Communicable Disease Report distributed. No discussion.
  - 2. School Based Clinics for this spring for required school vaccines have been completed at all the elementary buildings, the middle school and high school. The number of students participating this year was less than last year. Based on this years response the department will most likely not do any further school based clinics for required vaccines in the future. The department is planning to do a fall seasonal flu shot clinic for children at one of the schools in the evening.
  - 3. FDA Grant Proposal—the department applied for a \$2500 grant to aid in completing the FDA voluntary retail food regulatory program standards.
  - 4. Health Department Merger with Neenah—Mayor Merkes and Sue Nett have met with Neenah Mayor Scherck to look at a possible merger of the two health departments in light of the pending retirement of the Neenah health director and the resignation of the Neenah Sanitarian/Sealer of Weights and Measures.
  - 5. Health Department Merger with Winnebago County—Mayor Merkes and Sue Nett have met with the county executive and health department director to discuss a future merger with Winnebago County health department. Chairman C. Rusin questioned how that would work considering the city has had a longstanding contract with the school district and the city is in two different counties with each county having a different service level. She could understand a merger with Neenah because of the joint fire department and that both health departments provide very similar services including school health. L. Asmus felt that the city's health department has always had a low per capita cost that a larger merge with the county would only increase the per capita cost and because she lives in Calumet County was concerned she may not get the same level of service as

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

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

those living in Winnebago County. S. Nett related she would keep board members updated as more meetings are scheduled.

6. Board of Health Information for the State—S. Nett passed around a form asking BOH members for their contact information to submit to the state for mailings of interest to board members.
7. PHER Funding Update—S. Nett received an email from the state for guidance on spending the remaining PHER funds. Communications interoperability was one identified area and funds will be used to purchase a smartboard for the EOC.

#### E. ACTION ITEMS

1. Election (by ballot) for officers to Wis. Assoc. of Local Health Departments and Boards---S. Nett presented the ballot of officers for election for 2010. Motion to cast WALHDAB ballot for Margaret Wood co-president elect BOH, Nathan Luedtke co-president elect Health Officer, and Carol Larson, treasurer made by D. Jankowski and seconded by L. Asmus. Motion carried.

#### F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 8:50 AM made by D. Jankowski and seconded by L. Asmus. Motion carried. Next meeting June 9, 2010.

Submitted by Susan Nett