

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

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

6-9-2010

MINUTES

- A. Meeting called to order at 8:14 AM by Chairman C. Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Dr. Teresa Shoberg, Susan Nett
Excused: Dorothy Jankowski
- C. MINUTES TO APPROVE
1. Motion to approve May 12, 2010 minutes made by L. Asmus and seconded by T. Shoberg. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. May 2010 Communicable Disease Report distributed and discussed.
 2. Volunteer Meeting/Training has been scheduled for June 23rd in the early evening at the senior center. The H1N1 mass clinics will be discussed and an orientation will be presented for new volunteers.
 3. FDA Grant Proposal Update—the department received an email announcing we would receive \$1500.
 4. Update on Merger Discussions with Neenah---S. Nett and the Mayor have met on several different occasions to discuss merging health departments. Currently, Neenah is without a health officer, sanitarian, and grant nurse. Menasha will be without a part time PHN in August. The position in the Menasha Health Department will not be filled until a decision to merge is known. The staffs of both departments will be meeting on June 24th to discuss what they think staffing for a merged department should be, and advantages and disadvantages to merging. The mayors from both cities will attend the luncheon prior to the discussion. Sue Huelsbeck, retired health officer for Winnebago County will facilitate the discussion.
 5. Update on Merger Discussions with Winnebago County—Winnebago County is going to do an RFP for a study on mergers with Oshkosh, mergers with Neenah and Menasha, mergers with all three. L. Asmus expressed concern about merging with the county when Menasha is in two different counties and the service level is different for each county. She would prefer to see a merger with Neenah especially since the fire department merger has been successful.
 6. DHS/DATCP Evaluation Update—S. Nett reviewed with board members the ongoing process of self-evaluation and recommendations given. Overall, the

"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

health department is in substantial compliance with applicable state food safety statutes, codes and contracts.

7. Convoy of Hope – Adult Immunizations. S. Nett explained about this event which is scheduled for August 14th. The health department will be part of the health tent and will offer adult tetanus boosters.
8. 60+ Health Screening Grant – 2011. The department was informed we will be receiving county grant funds for 2011 at the same level as 2010. No application is required.
9. Adult Influenza Vaccine – 2011. An order was placed for 400 doses of adult seasonal influenza vaccine which will be offered to the public this fall at a cost to yet be determined.
10. TB Dispensary MOU—The state is requesting an annual renewal of the TB dispensary contract. The MOU is on the agenda for the next administration committee meeting and should be forwarded for council approval after that.

E. ACTION ITEMS

1. None

F. HELD OVER BUSINESS

1. None

G. ADJOURNMENT

1. Motion to adjourn at 9:05 AM made by L. Asmus and seconded by T. Shoberg. Motion carried. There will not be a meeting in July. Next meeting August 11th.

Submitted by Susan Nett