

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
Minutes
December 11, 2013**

A. Meeting called to order at 8:15 AM by Chairman C. Rusin.

B. Present: Ruth Neeck, Dr. Teresa Rudolph, Lori Asmus, Candyce Rusin, Susan Nett

C. MINUTES TO APPROVE

1. Motion to approve minutes from November 13, 2013 meeting made by R. Neeck and seconded by T. Rudolph. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. November Communicable Disease Report distributed. Question on the probable pertussis case and whether or not the department was seeing an increase in the numbers again. S. Nett discussed there are still pertussis cases in Wisconsin but in less numbers than a year ago.
2. Weight of the Fox Valley News updated distributed. Members had already received a copy by email from the United Way. No discussion.
3. Flu Vaccine Update. S. Nett reported 437 adult doses of flu vaccine have been given. No adult doses are left. Still giving children's doses with 5 doses left of the .25 and 10 doses left of the .5 formulations. Influenza cases are starting to be reported on those who have been tested.
4. Hepatitis C Virus Surveillance Summary distributed. T. Rudolph questioned if there was any additional information regarding testing of individuals ages 50's and 60's. S. Nett reported the only information was the earlier recommendation and nothing recent. S. Nett also pointed out how the summary discussed that was the age population with the greatest number of cases, however we are now starting to see increases in the younger populations especially since the increased numbers of heroin users who share needles.
5. Consolidated Grant Update
 - a. MCH Grant. S. Nett reported the negotiations are not completed as the state and the local health department cannot come to an agreement as to what is to be done to meet the objective for next year. S. Nett discussed how she can't agree to something that will be difficult at best for staff to achieve with the limited dollars that are available.
6. United Way Dental Clinic Funds – 2014. S. Nett reported that she and the dental hygienist for the department met with the dentists on the N-M United Way dental board and discussed implementation of some additional programs for 2014 to meet the oral health needs of students in grades 6 and 9. The department will be receiving an additional \$2000 to implement the new initiatives. At the end of 2014, an evaluation will be done to determine next steps in 2015.

"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: Ruth Neeck, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Rudolph

E. ACTION ITEMS

1. Agreement to administer a retail food program for the Wisconsin Department of Agriculture, Trade, and Consumer Protection and authorize signature. S. Nett explained this was a renewal agreement required every two years following the required evaluation of the retail food program for the department. S. Nett and the sanitarian met with the state to discuss the recently completed evaluation. The state personnel were very complimentary of the program. The full evaluation will be shared with board members at the next meeting after the final report is received. Motion to approve the agreement to administer a retail food program for the Wisconsin Department of Agriculture, Trade and Consumer Protection and authorize signature made by L. Asmus and seconded by T. Rudolph. Motion carried.
2. Review fee for colorectal screening kit and authorize increase from \$5.00 to \$7.00 per kit. S. Nett explained the cost for the colorectal screening kits has increased. The cost per kit to the department is now \$6. Discussion regarding whether or not the \$7 per kit covers the cost of testing. S. Nett explained the \$6 is the actual cost of the kit. It doesn't include the supplies associated with the testing such as the instruction and education paperwork, mailing costs etc. L. Asmus suggested \$8 per kit fee which would be affordable and cover the ancillary supplies. Discussion again whether this was going to cover the supply costs. S. Nett felt it would and didn't want to increase the cost too much as that may affect participation. Motion to increase the cost for the colorectal screening from \$5 to \$8 made by T. Rudolph and seconded by R. Neeck. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:27 AM made by L. Asmus and seconded by R. Neeck. Motion carried. Next meeting January 8, 2014