



MEMORANDUM

TO: City of Menasha Common Council
From: Donald Merkes, Mayor *DM*
Date: 16 June 2014
RE: Public Health Department/Director Update

With recent retirement of the Public Health Director, Sue Nett, and the ongoing recruitment for a new Public Health Director, the Health Department is working under an interim operations plan. The plan includes the following:

- Todd Drew the City's Sanitarian, has been appointed as the Interim Local Health Officer,
- Liz Rosin, a City of Menasha Public Health Nurse for almost 6 years, is taking the lead in the nursing area,
- Kurt Eggebrecht, the City of Appleton's Public Health Officer, has agreed to assist as a mentor/go to person,
- Peggy Steeno is assisting all Health Staff with human resources and finance related issues, and is completing all CARS and grant reporting, and
- The State of Wisconsin, Department of Public Health is also willing to assist as needed during the interim.

This interim plan has been reviewed and confirmed by the State of Wisconsin, Department of Health Services, and is in effect until a new Public Health Director is secured and on board. The original approval has been granted for up to four months, through October 1, 2014.

In regard to the ongoing recruitment, the City is currently interviewing potential candidates and working with the State to ensure that the selected candidate(s) are qualified / hireable by the City, a Level III Health Department, as designated by the State of Wisconsin.