

Resolution R-31-14

RESOLUTION APPROVING A 2014 BUDGET ADJUSTMENT OF \$5,000 FOR HEALTH DEPARTMENT
EQUIPMENT

Introduced by Alderman Rebecca Nichols

WHEREAS, The City of Menasha received a \$5,000 check (honorarium) from the Food and Drug Administration (FDA) sent to Todd Drew, Registered Sanitarian, for his City of Menasha representation on the *FDA FREE-B (Food Related Emergency Exercise- Bundle) Scenario Development SME Panel* in 2014; and

WHEREAS, The City of Menasha has a number of equipment needs that have not been fulfilled due to budgetary constraints: and

WHEREAS, The funds received do not need to be expended on any specific purpose; and

WHEREAS, It is advantageous to encumber the \$5,000 received for the purpose of purchasing the needed Health Department equipment to enable the department to better serve our citizens.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Common Council that staff is hereby authorized and directed, per section 3-1-4 of the City of Menasha Municipal Code, to deposit received funds into account 100-0000-441.18-00 and utilize the funds to obtain needed Health Department equipment.

Passed and approved this 15th day of December, 2014.

ATTEST:

Donald Merkes, Mayor

Deborah A. Galeazzi, Clerk



MEMORANDUM

TO: City of Menasha Common Council

From: Nancy McKenney, RDH, MS, Public Health Director

Date: December 15, 2014

RE: Resolution Approving a 2014 Budget Adjustment of \$5,000 for Health Department Equipment

BACKGROUND

A \$5,000 check (honorarium) from the Food and Drug Administration (FDA) was sent to Todd Drew, Registered Sanitarian for his City of Menasha representation on the *FDA FREE-B (Food Related Emergency Exercise- Bundle) Scenario Development SME Panel* in 2014. These funds can be used for the purchase of new Health Department equipment.

Equipment requests were evaluated using three criteria: 1) multiple Department use; 2) ability to improve accuracy of work (e.g. expedite identification of health hazards, physician referrals); and 3) improvement in business processes.

ANALYSIS

The following list of equipment

- *Housing Hazard Inspection Kit* - The kit may be used by multiple Departments (Menasha Police Department Code Enforcement, Building Inspection, and Public Health Department) for the assessment of housing health and safety issues (e.g. plumbing, electrical, heating systems, water intrusion, mold, vector issues).
- *Noise Meter* - The Noise Meter will be used by the Menasha Health Department to assess employee exposure to noise and identify required hearing protection and by the Police Department to measure noise in compliance with ordinances to address complaints.
- *Standard Light or Polarized Light Microscope* - This microscope will facilitate Indoor Air Quality Assessments (e.g. air borne mold, dust, fiber loads) and determine the need for mitigation.

- *Ammonia Meter* - Required for assessment of housing complaints involving accumulated pet waste (common). Numerous cases involving unfit properties have been based on measurement of ammonia in child occupied homes.
- *Blood Pressure Cuffs* - Blood pressure cuffs in multiple sizes are required for accurate screening and referral. Blood pressure screening is offered at the Senior Center, the Health Department, and in the schools.
- *Rabies / Wild animal sample kit* - This kit provides personal protective equipment and tools for the safe collection and transport of bats and other potential rabies carriers.
- *Audiometers* - Audiometers are machines used for evaluating hearing loss and making referrals. These funds allow for the replacement of one older, outdated audiometer (over 10 years old, replacement parts are not available). An audiometer of the same model and age was replaced earlier in 2014 due to equipment failure.
- *Swimming Pool Test Kit* - This kit is required for inspections.
- *Thermocouple* - Thermocouples are required for food inspections.
- *Weights and Measures Scale* - This scale replaces an older scale (over 15 years old) that can no longer be calibrated per State Department of Agriculture Metrology Lab.

FISCAL IMPACT

By approving Resolution 31-14 to authorize the use of \$5,000 for Health Department equipment, there will be no fiscal impact on the budget.

RECOMMENDATION

Staff recommends that Council adopt this resolution.