

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
January 13, 2016 8:00 AM
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [BOH Meeting Minutes 12-09-2015](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Administrative
 - a. Health Department Budget and Contracts
 - i. Contract Updates
 - b. Communications
 - i. Common Council – Memo: *Fourth Amendment to the Lease Agreement Between Morton Martin I LLC, Dumke and Associates, LLC and the City of Menasha (316 Racine Street)*
 - c. Personnel
 - d. Academic Affiliation Update
 - 2. Employee Safety
 - 3. Sealer of Weights and Measures
 - 4. Environmental Health
 - 5. Public Health Department
 - a. [Communicable Disease Report](#)
 - b. School Health
 - i. School Absences – Status Report
 - 6. Health Screening 60+
 - 7. Prevention
 - 8. Radon
 - 9. School Health Aides
 - 10. Dental Program (screening and fluoride varnish)
 - 11. Lead Prevention
 - 12. Immunization
 - 13. Maternal and Child Health
 - 14. Dental Sealants
 - 15. Emergency Preparedness
 - a. Fox Valley Area Healthcare Coalition
 - 16. Twenty Four/Seven
 - 17. Senior Center
- E. ACTION ITEMS
 - 1. Policy Review, Discussion, Approval
 - 2. Procedure Review and Discussion
- F. HELD OVER BUSINESS
- G. ADJOURNMENT - Next Meeting: Wednesday February 10, 2016

"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: Lori Asmus, Dianne Hotynski, Nancy McKenney, Dr. Theresa Rudolf, Candyce Rusin,

CITY OF MENASHA BOARD OF HEALTH
Minutes
December 9, 2015

A. Meeting called to order at 8:05 AM by Chairman Candyce Rusin.

B. Present: Candyce Rusin, Teresa Rudolph, Nancy McKenney, Diane Hotynski, Lori Asmus
Staff: Kortney Dahm, Linda Palmbach, Mary Fritz, Todd Drew, Loretta Kjemhus
Guest: UW Oshkosh Nursing Student

C. MINUTES TO APPROVE

Theresa Rudolf moved to approve November 11, 2015 minutes, seconded by Nancy McKenney.
Motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Nancy McKenney reported that all of the Wisconsin Department of Health Services (DHS), Division of Public Health (DPH) contracts have been negotiated and signed. She is waiting for signed copies of contracts from DHS DPH. The United Way has approved City of Menasha Dental Program funding for 2016 and 2017 through the Menasha Dental Clinic Advisory Board. The Medical Advisory Board will meet on December 11, 2015 at 9:30 a.m. at the Menasha Health Department. The Head Injury and Seizure Protocols will be agenda items.

Nancy McKenney shared the Memorandum sent to Common Council announcing that the Menasha Health Department has been awarded \$4,250.00 for emergency preparedness training by the Wisconsin Division of Public Health.

Employee Safety Program: CVMIC conducted a safety walk through this summer. Recommendations are prioritized and are being addressed. Todd Drew is working to coordinate a follow up walk through. He is also working to coordinate confined space atmospheric testing training and hands on excavation training.

Todd Drew is also conducting respirator fit testing in December.

Sealer of Weights and Measures Todd Drew reported he is conducting additional gas pump inspections due to new business growth.

Environmental Health Programs: Todd Drew reported that he detected and was working with Department of Agriculture, Trade, and Consumer Protection on an apparent mislabeling of fresh fish.

Public Health Department: The Communicable Disease Report was reviewed by the Board. The Board reviewed monthly and year-to-date Communicable Disease reports. Linda Palmbach discussed a respiratory disease case. Todd Drew assisted with the investigation.

Health Screening 60+ Program: No report

Prevention Program: The Prevention Program will be planning the 2nd Annual Corny Community Walk for the summer of 2016.

Radon: Vicki Schultz is attending Radon training.

School Health Aides: No report

Dental Program: Loretta Kjemhus has completed screening in the schools and is applying fluoride varnish. Tammie Bauer is working with the Menasha High School to build the Oral Health for Children and Youth with Special Health Care Needs program.

Dental Sealant Program: No report.

Lead Prevention Program: No report.

Immunization: The Menasha Health Department held an Immunization Clinic on October 23, 2016 at Butte Des Morts School. This was also an Emergency Preparedness exercise. Loretta Kjemhus and Vicki Schultz organized the event, coordinating with local volunteers, the Medical Reserve Corp, Menasha Police Department, the schools, and UW Oshkosh nursing students. The numbers of resident attending this clinic were down this year (approximately 197 participants). The Board discussed whether or not the Menasha Health Department could give the Shingles and Pneumovax vaccines. The Menasha Health Department will look into the costs of ordering vaccine.

Emergency Preparedness: Menasha Health Department staff will be attending Preparedness Trainings for 2016. Fatality Management Plan will be sent to the Regional Health Care Coalition. A Regional Hazard Vulnerabilities Assessment will be conducted by the NEW PHEP consortium.

Twenty Four/Seven: No report.

Senior Center: Nancy reported that the Thompson Center in Appleton will be closing on March 31, 2016.

E. ACTION ITEMS: Medical Advisory Meeting Friday December 9, 2015.

F. HELD OVER BUSINESS: None

G. ADJOURNMENT: Candi Rusin adjourned the meeting at 9:10 am.

The next meeting will be on January 13, 2016 at 8:00 a.m.

Cumulative Report

Date Type: Create

Date Range: 12/01/2015 to 12/31/2015

Incident Jurisdiction:

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Probable, Suspect

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

<u>Disease Name</u>	<u>Number of Incidents</u>
CHLAMYDIA TRACHOMATIS INFECTION	4
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	1
GONORRHEA	1
HEPATITIS C	2
LEGIONELLOSIS	1

Information contained on this form or report which would permit identification of any individual has been collected with a guarantee that it will be held in strict confidence, will be used only for surveillance purposes, and will not be disclosed or released without the consent of the individual in accordance with Section 308(d) of the Public Health Service Act (42 U.S.C. 242m).