

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  
05-13-15 8:00 AM  
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [BOH Meeting Minutes 04-07-15](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Administrative
    - a. Health Department Budget
    - b. Active Shooter Incident – Health Department role
    - c. Communications
      - I. Senior Center
      - II. Council Meetings
      - III. Media interviews following the Active Shooter Incident
    - d. Academic Affiliation Update
  - 2. Employee Safety
    - a. Report to the Board of Health on tests provided
  - 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
    - a. Corny Community Walk update
  - 8. Radon
    - a. Progress report on kits distributed
  - 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. Quality Improvement
  - 16. Emergency Preparedness
    - a. Fox Valley Healthcare Coalition
  - 17. Twenty Four/Seven
  - 18. Senior Center

"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,

E. ACTION ITEMS

1. Procedure Review and Discussion
  - a. Elder Abuse Neglect Reporting Procedure
  - b. Child Abuse Neglect Reporting Procedure
  - c. Utility Procedure

F. HELD OVER BUSINESS

- a. Food supplement resources
- b. Hearing protection policy

G. ADJOURNMENT

1. Next Meeting: Wednesday June 10, 2015

## CITY OF MENASHA BOARD OF HEALTH

### Minutes

April 8, 2015

A. Meeting called to order at 8:08 AM by Chairman C. Rusin.

B. Present: Candyce Rusin, Lori Amus, Dianne Hotynski, Nancy McKenney, Mary Fritz, Linda Palmbach, Loretta Kjemmus, Kortney Dahm, Liz Rosin

#### C. MINUTES TO APPROVE

1. Motion to approve March 11, 2015 made by C. Rusin. Seconded by L. Asmus.

The motion carried.

#### D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

**Administrative:** Nancy McKenney reported on the Winnebago County Health Rankings. Winnebago County ranks in the middle of the pack for health in the state of Wisconsin. She noted that the Rankings compare counties across the United States. They are based on Health Outcomes (length and quality of life) and Health Factors (health behaviors; clinical care; social and economic; and physical environment). She noted that Winnebago County does well with clinical care, and at or below state average for health behaviors. Physical activity and obesity areas where we share concerns with other health departments and agencies. Nancy McKenney, Kurt Eggebrecht, City of Appleton Health Officer, and Doug Gieryn collaborated on statements in the press release. Nancy McKenney highlighted Menasha assets; incredible parks and trails for walking and biking; business climate that promotes job growth; the Menasha Senior Center; and the Menasha Joint School District partnership with the health department to provide school-based nursing and dental hygiene services. School-based mental health services are offered through a partnership with the United Way (PATH). With Cindy Draws, Winnebago County Health Department and Kurt Eggebrecht, City of Appleton, Nancy McKenney did a phone interview with WOSH Radio. Subjects discussed were Weight of the Fox Valley, poverty levels, vaccines and community assets (parks, biking trails) that if used, have the potential to improve health outcomes. Candyce Rusin asked if there was a "Share" program, (food supplementation) in Menasha. Dianne Hotynski requested further information about if there were a "Share" program and discussed the possibility of working with organizations to provide resources for recipients of a "Share" program.

Nancy McKenney noted that Chief Tim Styka is working on creating procedures for a drug drop box. He expects the drop box will be up and running May 1.

Linda Palmbach explained that she met with Chief Tim Styka about the feasibility of a needle exchange program. It was decided that the Menasha Health Department would not be the best location for this program. The Aids Resource Center in Appleton provides this service.

Nancy McKenney noted that Menasha Health Department cannot accept Marion College Nursing student this semester because of scheduling conflicts. This affiliation will be re-considered next fall. The University of Wisconsin Oshkosh (UWO) and University of Wisconsin Green Bay (UWGB) academic affiliations are going very well. Staff (nurses and dental hygienist) reported that the UWO students were involved in such as sexually transmitted disease talks, human growth and development, walking school bus, dental screening and fluorides. The UWGB Intern is managing policy, procedure and protocol development. Students and interns are meeting or exceeding expectations.

**Employee Safety Program:** The City will be offering hearing screening to at-risk employees on April 21, 2015. Candyce Rusin asked if there was a hearing protection policy for staff. Nancy McKenney will verify and provide a copy of the policy. Nancy McKenney reported that the City will be drafting policy for cell phone use while driving during work hours.

**Sealer of Weights and Measures:** A new scale was received.

**Environmental Health Program:** No report.

**Public Health Department:** The Communicable Disease Report was reviewed and School Health updates provided. Linda Palmbach described her experiences implementing new procedures during monitoring of a case. Mary Fritz, provided a status report on school absences. Absences remain relatively low across the schools. Liz Rosin noted that she is working with the City of Appleton to show "The Invisible Threat" at the Menasha Public Library on May 20<sup>th</sup>.

**Health Screening 60+ Program:** Nancy McKenney discussed that there will be blood pressure screenings offered at the Senior Center through out the month of April.

**Prevention Program:** Park and Recreation, Farmers Market, and Health Department (Vicki Schultz lead) are planning a community walk to promote physical activity on Menasha's walking trails on August 13, rain date August 20, 2015. Food and music will be included.

**Radon:** Report deferred to May 2015.

**Dental Program:** Loretta Kjemhus updated on a 9<sup>th</sup> grade screening being conducted by the Department of Health Services and Menasha Health Department. Parent/guardian letters and forms were discussed. It was agreed that letters and forms should be sent out 2 weeks prior to an event. There were 215 9<sup>th</sup> grade student screened by Loretta Kjemhus and Kathleen Endres.

**Dental Sealant Program:** No report

**Quality Improvement:** Nancy McKenney reported that Allison Rietzner is working on a Utility Services Procedure.

**Lead Prevention Program:** No report

**Immunization:** Liz Rosin noted there is a new vaccine for Meningitis Group B called Bexsero. Staff will evaluate.

**Emergency Preparedness:** Loretta Kjemhus and Kortney Dahm reported on a training that they attended in March with Vicki Schultz. This training took place in Anniston, Alabama at the Center for Domestic Preparedness training center (FEMA). This training involved lectures, table top exercises, facilitator assisted exercises and a full scale functional disaster exercise on the last day. This training will prove invaluable in preparing the health department's role in catastrophic events.

**Senior Center:** Nancy McKenney noted that the Menasha Senior Center renovation is complete. The Donor wall is not complete; Jean Wollerman will be setting up a donor date when project is complete.

#### E. ACTION ITEMS:

Procedures: The Radon Procedure was reviewed by the Board. There were no changes or amendments offered.

#### F. HELD OVER BUSINESS: None

#### G. ADJOURNMENT:

Dianne Hotynski moved to adjourn the meeting; seconded by Lori Asmus.

Motion passed.

Candyce Rusin adjourned the meeting at 9:20 am.

The next meeting will be on May 13, 2015.

# Cumulative Report

Date Type: Create

Date Range: 04/01/2015 to 04/30/2015

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>
CAMPYLOBACTERIOSIS	2
CHLAMYDIA TRACHOMATIS INFECTION	10
HEPATITIS C	4
PERTUSSIS (WHOOPING COUGH)	1
VARICELLA (CHICKENPOX)	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).