

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**

**1-13-2010**

**MINUTES**

- A. Meeting called to order at 8:30 AM by Chairman C. Rusin.
- B. Present: Lori Asmus, Candyce Rusin, Dr. Teresa Shoberg, Dorothy Jankowski  
Excused: Susan Nett  
Others present: PHN Liz Rosin
- C. MINUTES TO APPROVE
  - 1. Motion to approve minutes from November 4, 2009 meeting made by T. Shoberg and seconded by D. Jankowski. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. November/ December 2009 communicable disease report distributed by L. Rosin and reviewed by board members.
  - 2. H1N1 Influenza Update—L. Rosin reported that 2300 doses of H1N1 vaccine has been distributed by staff and volunteer nurses. There are still cases of H1N1 occurring but they are sporadic. It is difficult to predict at this time if there is going to be a third wave of illness. The state is still strongly recommending vaccinating everyone 6 months of age and older.
  - 3. Consolidated Grant Contract – 2010. The contract is on the administration committee agenda for Monday nite. Once approved there, it will go to the common council. The dollar value is very similar to 2009. There is a little less funding for lead and prevention and a little more for MCH. S. Nett received approval from the mayor to hire another part time grant nurse to be paid with grant funds with the understanding that if there are no grant funds, the position ends.
  - 4. 2010 Department Budget---budget was finalized with a 1% increase on 1-1-10 for staff.
  - 5. H1N1 Future Vaccine Clinics—the health department is now focusing on disparate populations for vaccination. H1N1 vaccine will be offered at St. Joes Food Pantry, the homeless shelter at St. Pats, the noon mealsite at St. Thomas Episcopal Church and possibly at Goodwill Industries. Vaccine will also be offered to students and staff at UW-Fox Valley. Another school based clinic is planned for 1-27-10 at BDM elementary school.
  - 6. PHER Funding Expenditures to Date—Total funding is \$66734. Expenditures as of 12-31-09 were \$27430. The remaining funds must be used by 7-31-10.

"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: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

E. ACTION ITEMS

1. Local Health Department Antiviral Stock Program---The state sent a template for policy and procedure related to the antiviral stock program as local health departments do have on hand antivirals for emergency situations. The policy and procedure was reviewed by board members. Motion to approve the Antiviral Stock Program policy and procedure made by L. Asmus and seconded by T. Shoberg. Motion carried.
2. Review of Parochial School Fees—L. Rosin distributed suggested parochial school fees for the school year 2010-11. L. Asmus questioned why the vision/hearing screeners and public health nurse rates weren't increased. Chairman Rusin explained the need to raise the dental hygienist, public health aide and registered sanitarian hourly rate to recoup the hourly wage including insurance benefits. The other two categories don't have insurance benefits for the staff in those positions. Motion to recommend to the common council for approval the proposed parochial school fees for school year 2010-11 made by D. Jankowski and seconded by T. Shoberg. Motion carried.

F. HELD OVER BUSINESS

1. None

G. ADJOURNMENT

Motion to adjourn at 9:00 AM made by L. Asmus and seconded by D. Jankowski. Motion carried. Next meeting February 10, 2010 at 8 AM.

Minutes submitted by Chairman C. Rusin.