

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**

4-13-2011

8:00 AM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [March 9, 2011](#)

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. [March 2011 communicable Disease Report](#)
2. Consolidation Study Update
3. Community Needs Assessment Update

E. ACTION ITEMS

1. Review and Approve DHS Agent of the State Agreement for 3-18-2011 through 3-18-2016.

F. HELD OVER BUSINESS

1. Review and set fees for DHS Agent of the State 7-1-11 to 6-30-12 licensing year.
2. Review and set fees for Tattoo Parlors 7-1-11 to 6-30-12 licensing year.
3. Review and set fees for DATCP Agent of the State 7-1-11 to 6-30-12 licensing year.

G. ADJOURNMENT

1. Next Meeting May 11, 2011.

"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

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CITY OF MENASHA BOARD OF HEALTH

Minutes

3-9-11

- A. Meeting called to order at 8:11AM by Chairman C. Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Dorothy Jankowski, Susan Nett
Excused: Dr. Teresa Rudolph
- C. MINUTES TO APPROVE
1. Motion to approve minutes from February 9, 2011 made by L. Asmus and seconded by D. Jankowski. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. February 2011 Communicable Disease Report distributed and reviewed. Chlamydia Trachomatis remains as the most prevalent disease not only locally but statewide and nationally.
 2. Consolidation Study Update—S. Nett reviewed the most recent focus group information from Baker/Tilly. Next steering committee meeting is scheduled for March 16th. L. Asmus representing the BOH and Calumet County portion of Menasha will attend. Another steering committee meeting is planned for April 12th.
 3. Community Needs Assessment Update—St. Norbert College has finished the survey and is working on the draft results.
- E. ACTION ITEMS
1. Review and set fees for DHS Agent of the State 7-1-11 to 6-30-12 licensing year. S. Nett reviewed the current fee schedule with board members and discussed the increases in the state fees which mean higher pass through fees. L. Asmus questioned what the actual cost was for the sanitarian's time and program supplies and that the fees collected should cover those expenditures. She questioned what the expenditures were and what would be the revenue collected from the fees. S. Nett did not have that information available for the meeting. L. Asmus stated she wasn't comfortable voting on the fees presented until she knew the dollar amount of the expenditures and revenues and requested that information be available at the next meeting. Motion made by L. Asmus and seconded by D. Jankowski to hold this item to the next meeting. Motion carried.
 2. Review and set fees for Tattoo Parlors 7-1-11 to 6-30-12 licensing year. S. Nett made a motion to hold this item until the next meeting so she could bring in the requested information as above in Item E1. Motion carried.
 3. Review and set fees for DATCP Agent of the State 7-1-11 to 6-30-12 licensing year. L. Asmus questioned if the same pertained to this item as the above items. S. Nett related it did. Motion made by L. Asmus and seconded by D. Jankowski to hold this item for the next meeting. Motion carried.

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Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

F. HELD OVER BUSINESS

1. None

G. Motion to adjourn at 9:25 AM made by D. Jankowski and seconded by L. Asmus. Motion carried. Next meeting April 13, 2011.

Submitted by Susan Nett

**Menasha Health Department
Communicable Disease Report
March 2011**

Campylobacter	1
Chlamydia Trachomatis	4
Hepatitis C	1
Pertussis (suspect)	1