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
12-11-2013

8:00 AM

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE
   1. November 13, 2013

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
   1. November Communicable Disease Reports
   2. Weight of the Fox Valley Survey
   3. Flu Vaccine Update
   4. Hepatitis C Virus Surveillance Summary
   5. Consolidated Grant Update
      a. MCH Grant
   6. United Way Dental Clinic Funds - 2014

E. ACTION ITEMS
   1. Agreement to administer a retail food program for the Wisconsin Department of Agriculture, Trade, and Consumer Protection and authorize signature.
   2. Review fee for colorectal screening kit and authorize increase from $5.00 to $7.00 per kit.

F. HELD OVER BUSINESS
   1. None

G. ADJOURNMENT
   Next meeting January 8, 2014

"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: Ruth Neeck, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Rudolph

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CITY OF MENASHA
BOARD OF HEALTH
Minutes
11-13-2013

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

B. Present: Candyce Rusin, Ruth Neeck, Susan Nett, Dr. Teresa Rudolph (arrived at 8:20 AM)
Others Present: Alderman Becky Nichols, Todd Drew RS
Excused: Lori Asmus

C. MINUTES TO APPROVE
1. Motion to approve minutes from October 9, 2013 meeting made by T. Rudolph and seconded by R. Neeck. Motion carried. (Motion made after Dr. Rudolph arrived)

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. October 2013 Communicable Disease Report distributed. 2 probable pertussis cases were noted along with 1 mycobacterium nontuberculosis.
2. 2014 Budget Review. S. Nett discussed the department budget review with the Common Council on Nov. 6. There were no changes made at this time. S. Nett reported Alderman Nichols commended the department on the services offered to the public.
3. BDM Flu Shot Clinic Update. To date 315 infants and children and 424 adults have received flu shots as part of the BDM mass clinic exercise. The exercise will continue until Nov. 23rd.
4. Update-Consolidated Grants 2014
   a. MCH S. Nett is still in the negotiation process with the state for this program.
   b. Prevention The prevention monies will be used to complete a written community health improvement plan.
   c. Childhood Lead The department will continue the lead prevention program that is currently in place.
   d. Immunization Negotiations with the state have not started yet for this program.
5. Infrastructure Grant S. Nett submitted the grant application for this program.
6. Staff Update A new grant nurse was hired to replace the current grant nurse who is resigning her position. Training has already started.
7. Refugee Health Screening-Update The health department has not officially been notified about the possibility of resettlement of some refugees from Burma to the city. The required health screening will be time consuming. S. Nett did question the state about a contractual arrangement to assist with staff costs. The state has indicated there will not be a contract at this time as they are not aware of any refugees settling in the city.

DRAFT

8. Weight of the Fox Valley – Update from United Way distributed.
9. Petussis Update for Jan. through Oct 2013 distributed. The greatest number of cases statewide have occurred in Winnebago and 3 other counties.

E. ACTION ITEMS

1. Amendment to Public Nuisances Affecting Health Ordinance Title II Chapter 7. Section 11-7-3 (Bed Bug Management in Unlicensed Residential Rental Structures) T. Drew reviewed recommended changes from last meeting. He also discussed changes he felt needed to be made regarding the placing of placards where bedbugs have been identified. As this is not considered a human health hazard but rather a nuisance placing a placard would be inappropriate. He also discussed the issue of charging tenants for pest control costs as a retaliatory act vs. appropriate tenant cost responsibility. If a tenant feels there has been retaliation from the landlord they will be referred to DATCP for assistance. Another item he discussed was the tenant's responsibility to cooperate with the landlord in the control, treatment and eradication if a bedbug infestation is found or suspected to be in the tenant's rental unit. R. Neeck questioned what if the treatment doesn't work. T. Drew responded there would be follow-up until the infestation is gone. Alderman Nichols suggested that a memo to the council be included when this amendment is brought forth to the council explaining why this is a problem and this is meant to be pro-active for both the landlord and the tenant. Motion to forward the amendment regarding bed bug management in unlicensed residential rental structures (Public Nuisances Affecting Health Ordinance Title II Chapter 7) to the common council made by R. Neeck and seconded by T. Rudolph. Motion carried.

F. HELD OVER BUSINESS

1. None

G. Motion to adjourn at 9:40 AM made by R. Neeck and seconded by T. Rudolph. Motion carried. Next Meeting December 11, 2013.

Menasha Health Department
Communicable Disease Report
November 2013

Chlamydia Trachomatis	4
Pertussis Probable	1