

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  
02-11-15  
8:00 AM  
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [January 14, 2015](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Administrative
    - a. 2014 Health Department Budget
      - I. Carryforward 2015
    - b. 2015 Consolidated Contracts
    - c. 2015 Health Department Budget
    - d. Communications
      - I. Measles Letters for Schools
      - II. 02-02-15 Council Meeting
        - a. 01/28/15 City of Menasha Senior Center Renovation Update.
        - b. R-7-15 Resolution Approving Naming Bergstrom Automotive as Sponsor of the Senior Center Community Room.
- 2. Employee Safety
- 3. Sealer of Weights and Measures
- 4. Environmental Health
- 5. Public Health Department
  - a. [Communicable Disease Report](#)
  - b. School Health
    - I. Parochial School Contract
    - II. Parochial School Fees
    - III. Scoliosis Screening
    - IV. Head Lice
    - V. School Absences – Status Report
- 6. Health Screening 60+
- 7. Radon
- 8. School Health Aides
- 9. Fluoride Varnish
- 10. Lead Prevention
- 11. Immunization
- 12. Maternal and Child Health
- 13. Dental Sealants
- 14. Quality Improvement
- 15. Emergency Preparedness
  - a. Menasha Health Department Response to Red Cross Sheltering (01/30/15-01/31/15)
- 16. Twenty Four/Seven

"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,

17. Senior Center

E. ACTION ITEMS

1. Policy and Procedure Review
  - a. Head Injury Procedure
    - I. Implementation 2-5-15
    - II. Review 2-16
  - b. Bir

F. HELD OVER BUSINESS

1. None

G. ADJOURNMENT –

1. Next Meeting March 11, 2015

**CITY OF MENASHA BOARD OF HEALTH**  
**Minutes**  
**January 14, 2015**

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

B. Present: Candyce Rusin, Dr. Teresa Rudolph, Dianne Hotynski, Nancy McKenney, Vicki Schultz, Loretta Kjemhus, Allison Reitzner, Todd Drew, Linda Palmbach, Liz Rosin, Kortney Dahm

C. MINUTES TO APPROVE

1. Motion to approve December 10, 2014 minutes made by Dr. Rudolf and seconded by Nancy McKenney.

The motion carried unanimously.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative: Nancy McKenney noted that 2014 budgets for each program will be reviewed. Consolidated contracts are in place for all programs.
2. Communications: The Board reviewed the 01-05-15 Memo to City Council: City of Menasha Senior Center Renovation Update. Staff will order needed equipment according to the 12-15-14 memo submitted to City Council and reviewed by the Board of Health.
3. Todd Drew, PHE updated the Board on the Employee Safety, Sealer of Weights and Measures and Environmental Health programs. The Employee Safety program meets montly to incorporate safety measures into City activities. Safety glass barriers have been discussed for reception areas (e.g. Health Department).
4. Public Health Department
  - a. Communicable Disease Report: December 2014 Communicable Disease Report was distributed and discussed. There are influenza-associated hospitalizations.
  - b. School Health: The Head Injury Procedure are drafted with Board of Health suggestions. It will be reviewed by the Special Services Director, and principals.
5. Health Screening 60+: Vicki Schultz provided a draft calendar of wellness events.
6. Radon: An article on radon was submitted to the Horizon newsletter and a radon test kit notice was posted on the City website.
7. School Health Aides: Stacey Plath will assume the school health aide position at Gegan.
8. Fluoride Varnish: Loretta Kjemhus updated the Board on program progress.
9. Lead Prevention: A draft letter of support to establish a program to replace lead water service pipes within the City of Menasha is being reviewed.
10. Immunization: Mary Fritz noted there were adult vaccines available. Clinics continue to offer vaccine.
11. Maternal and Child Health: Vicki Schultz and Loretta Kjumhus were invited to "Get Fit", an educational program for Fox Valley parents and children.
12. Dental Sealants: Program operations are beginning in January.
13. Quality Improvement : Head Injury procedure is in final draft.
14. Emergency Preparedness: Ebola preparedness continues; influenza is increasing in prevalence and intensity. The vaccine match is not as effective as anticipated.
15. Twenty Four/Seven: No report
16. Senior Center : Renovation continues with the building enclosed and heated with the concrete slab being poured.

E. ACTION ITEMS – None

F. HELD OVER BUSINESS - None

G. ADJOURNMENT

The meeting was adjourned by Candyce Rusin at 9:15 am.

The next meeting will be held on February 10, at 8:00 am.

# Cumulative Report

Date Type: Create

Date Range: 12/01/2014 to 01/31/2015

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	10
INFLUENZA-ASSOCIATED HOSPITALIZATION	7
MUMPS	1
PERTUSSIS (WHOOPIING COUGH)	2
SALMONELLOSIS	1
SHIGELLOSIS	1
SYPHILIS, LATE LATENT	1
VARICELLA (CHICKENPOX)	2

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).