

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
04-08-15 8:00 AM
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [BOH Meeting Minutes 03-12-15](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Administrative
 - a. Health Department Budget
 - b. Communications
 - I. Senior Center
 - II. Council Meetings
 - c. 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
 - c. Report to the Board - Heroin Task Force
 - 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)
 - a. DHS ninth grade oral screening and survey
 - 11. Lead Prevention
 - 12. Immunization
 - 13. Maternal and Child Health
 - 14. Dental Sealants
 - 15. Quality Improvement
 - 16. Emergency Preparedness
 - a. Report from staff who attended Federal Emergency Management Training March 16-20
 - b. 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
 - b. Child Abuse Neglect Reporting
 - c. Radon

F. HELD OVER BUSINESS

G. ADJOURNMENT

1. Next Meeting: Wednesday May 13, 2015

CITY OF MENASHA BOARD OF HEALTH
Minutes
March 12, 2015

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

B. Present: Candyce Rusin, Dr. Teresa Rudolph, Lori Amus, Nancy McKenney, Mary Fritz, Vicki Schultz, Todd Drew, Linda Palmbach, Kathleen Endres

C. MINUTES TO APPROVE

1. Motion to approve February 11, 2015 made by Lori Amus. Seconded by Dr. Teresa Rudolf.
The motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Nancy McKenney noted that she was working on determining carry forward for 2015.

Communications: A 9th grade survey is being conducted by the Department of Health Services and Menasha Health Department. Council meeting memos were reviewed. Nancy McKenney noted that the grand opening went well, with high participation. The Board discussed UWO, Marion College of Nursing, and Fox Valley Technical College affiliation agreements. The Board advised caution in accepting too many students (student to staff ratio).

Employee Safety Program: The City will be offering hearing screening to at-risk employees on April 21, 2015. Todd noted that there was a request for pulmonary function testing. Board requested an update on this topic at the next meeting.

Sealer of Weights and Measures: A new scale was ordered but not received.

Environmental Health Program: Inspections are scheduled and underway.

Public Health Department: The Communicable Disease Report was reviewed and School Health updates provided.

Linda Palmbach discussed meeting with the Director of School Services. Cumin and other spices allergy alert linked to peanuts were discussed. Todd Drew noted he will forward all recall notices to the Director of School Services. Nursing staff reviewed all allergy flags.

Mary Fritz, provided a status report on school absences. Absences remain relatively low across the schools. Parochial school contracts and fees were discussed. The contracts are perpetual and parochial school will be notified that fees remain the same for 2015.

Scoliosis screening will continue through the end of the school year. Nancy will discuss the Board recommendation with the School District for 2015-2016.

The Board reviewed the revised Pediculosis (Head Lice) information sheet and approved it for distribution.

Health Screening 60+ Program: Vicki Schultz discussed Senior Center programs (footcare, wellness screening). The appointment schedules were filled during the Senior Center grand opening. Mary Fritz will generate a waiting list for people who call for an appointment.

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: Todd Drew reported completing education in the middle school. Seven classes were conducted and Radon test kits distributed to students with permission from parents. He noted that some students indicated they had systems in their homes.

Dental Program: Loretta Kjemhus is conducting fluoride varnish programs in the preschools.

Dental Sealant Program: Kathleen Endres is providing school based dental sealants and nearing completion.

Lead Prevention Program: No report

Emergency Preparedness: Nancy McKenney distributed the revised Ebola monitoring and procedure packet.

Senior Center: Todd Drew provided updates. He is working to help finalize the project.

E. Action Items:

Procedures: Confidentiality and Access to Client Records and Blood Pressure Screening for Adults procedures were approved by the Board.

Nancy McKenney asked the Board to review the Draft Emergency Administration of Epinephrine procedure. The Medical Advisory Board will also review this procedure.

Fact Sheets: The Board approved the revised pediculosis (head lice) fact sheet for distribution.

Candyce Rusin adjourned the meeting at 9:20 am.

The next meeting will be on April 8, 2015.

Cumulative Report

Date Type: Create

Date Range: 03/01/2015 to 03/31/2015

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>
AFB SMEAR POSITIVE	1
CHLAMYDIA TRACHOMATIS INFECTION	7
HEPATITIS C	2
INFLUENZA-ASSOCIATED HOSPITALIZATION	1
PERTUSSIS (WHOOPIING COUGH)	1
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	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).