

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
September 9, 2015 8:00 AM
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [BOH Meeting Minutes 06-10-15](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Administrative
 - a. Health Department Budget and Contracts
 - i. DHS *Healthy Brain Initiative/Dementia-Friendly Communities* Mini-grant Award
 - ii. DHS *Wisconsin Seal a Smile* Grant Award
 - iii. DHS *Wisconsin RADON Outreach* Grant Award
 - iv. DHS DPH TB Dispensary Contract
 - v. Interagency Memorandum of Understanding PortaCounty Pro Respiratory Fit Tester
 - vi. Budget Updates
 - b. Communications
 - i. Senior Center
 - ii. Common Council
 - a. 06/11/15 Menasha Health Department Secures Public Health Emergency Preparedness Supplemental Ebola Funding
 - b. 08/03/15 The Health Department to enter into an Interagency Memorandum of Understanding to Purchase PortaCount Pro Respiratory Fit Tester with Manitowoc County Health Department
 - c. 09/03/15 Approval to Accept and Spend \$10,840 in Wisconsin Department of Health Services (DHS) Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness Supplemental Ebola Funding
 - a. 09/04/15 Request to Approve Todd Drew, RS Environmental Attendance at the Integrated Foodborne Outbreak Response and Management (InFORM) Conference if Funding Application from the National Environmental Health Association (NEHA) is Approved
 - iii. Winnebago County Smart Plate - 07/24/15 Letter of Support for Wisconsin Partnership Program Application
 - c. Personnel
 - i. Staffing Changes
 - a. Screener
 - b. Public Health Dental Hygienist
 - d. Academic Affiliation Update
 - i. Orientation UWO Nursing Students – September 10, 2015
 - 2. Employee Safety
 - 3. Sealer of Weights and Measures
 - 4. Environmental Health

"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,

5. Public Health Department
 - a. [Communicable Disease Report](#)
 - b. School Health
 - i. School Absences – Status Report
6. Health Screening 60+
7. Prevention
 - a. Corny Community Walk Report
8. Radon
9. School Health Aides
 - a. Screening Schedule
10. Dental Program (screening and fluoride varnish)
11. Lead Prevention
12. Immunization
13. Maternal and Child Health
14. Dental Sealants
15. Quality Improvement
16. Emergency Preparedness
 - a. Fox Valley Area Healthcare Coalition
 - b. Scheduled to present at Wisconsin Association of Local Health Departments and Boards – September with Tim Styka re: Active Shooter Incident
 - c. Mass Influenza Vaccination Clinic
17. Twenty Four/Seven
18. Senior Center
 - a. Signage (No Smoking and No Weapons or Firearms)

E. ACTION ITEMS

1. Policy Review, Discussion, Approval
2. Procedure Review and Discussion

F. HELD OVER BUSINESS

G. ADJOURNMENT

1. Next Meeting: Wednesday October 14, 2015

CITY OF MENASHA BOARD OF HEALTH

Minutes

June 10, 2015

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

B. Present: Candyce Rusin, Lori Asmus, Teresa Rudolph, Nancy McKenney, Mary Fritz, Todd Drew.

Excused: Diane Hotynski

C. MINUTES TO APPROVE

1. Lori Asmus moved to approve May 13, 2015 minutes, seconded by Dr. Teresa Rudolf. Motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Nancy McKenney updated board members on the Budget. Nancy McKenney reported that the Menasha Health Department will be receiving a \$2000 grant from the Healthy Brain Initiative/Dementia-Friendly Communities. The Menasha Health Department is completing the DHS DPH TB Dispensary and Birth Records agreements. Nancy McKenney reported that Kathleen Endres RDH will be resigning in August. Report for the Wisconsin Public Health Association meeting will be deferred until next Board of Health Meeting.

Employee Safety Program: Todd Drew updated on the Board on hearing screening for at-risk employees that were unable to make the April screening. City employees will attend fire extinguisher training.

Sealer of Weights and Measures: Todd report that his equipment for doing weights & measures has been standardized by Wisconsin Department of Agriculture, Trade and Consumer Protection.

Environmental Health Program: Todd Drew reported that the Department of Agriculture Trade and Consumer Protection will be lead agency for all food safety and recreational licensing matters with the exception of tattoo parlors. Todd reported that beach sampling will be done weekly. Caution signs have been posted for blue-green algae in several areas.

Public Health Department: The Communicable Disease Report was reviewed by Nancy McKenney.

Mary Fritz provided a status report on school absences. Absences remain relatively low across the schools.

Health Screening 60+ Program: No report.

Prevention Program: Nancy McKenney reported that Vicki Schultz is working on details for the Corny Walk that will be held on Thursday August 13th, rain day August 20th.

Radon: No report.

Dental Program: No report

Dental Sealant Program: Kathleen Endres is lead on the Children and Youth with Special Health Care Needs Oral Health Program at the Menasha High School. She has been working with the schools to form a core team.

Quality Improvement: Nancy McKenney reported that Allison Reitzner is continuing to work on policies and procedures. Her work will be completed on August 31st.

Lead Prevention Program: Todd Drew reported there are currently no children with elevated blood levels reported. There was an incident of a child with a 65 mcg/dL capillary, which retested at a 2.3mcg/dL venous result. He discussed the need for accurate testing procedures.

Immunization: There is an immunization clinic today.

Emergency Preparedness: Loretta Kjemhus organized the Annual “Walk Through and Review” of our Mass Clinic site that was held on June 2 at UW-Fox Valley. Turnout was lower than expected. Candyce Rusin noted that this takes a lot of planning, so a lower turnout is disappointing. Nancy McKenney and Loretta Kjemhus will work with Department supervisors to encourage better turn out.

Senior Center: Nancy McKenney reported that there she has been made aware that people have been using e-cigarettes on Senior Center property. Signs will be posting stating there will be no-smoking, including the use of electronic smoking devices in City buildings.

Wellness: No report

E. ACTION ITEMS:

Policy Review, Discussion, Approval

Lori Asmus moved that the Board of Health approve the Communicable Disease Investigation and Control Policy, seconded by Dr. Teresa Rudolf.

Motion passed.

F. HELD OVER BUSINESS: None

G. ADJOURNMENT:

Lori Asmus moved to adjourn the meeting, seconded by Dr. Teresa Rudolf.

Motion passed.

Candyce Rusin adjourned the meeting at 8:50 am.

The next meeting will be on August 12, 2015.

Cumulative Report

Date Type: Create

Date Range: 06/01/2015 to 06/30/2015

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>
CAMPYLOBACTERIOSIS	2
CHLAMYDIA TRACHOMATIS INFECTION	5
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	1
GONORRHEA	1
SALMONELLOSIS	1
TUBERCULOSIS	1
TUBERCULOSIS, LATENT INFECTION (LTBI)	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).

Cumulative Report

Date Type: Create

Date Range: 07/01/2015 to 07/31/2015

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>
CAMPYLOBACTERIOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	5
CRYPTOSPORIDIOSIS	1
HEPATITIS C	1
LYME LABORATORY REPORT	1
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	1
TUBERCULOSIS, LATENT INFECTION (LTBI)	1

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Cumulative Report

Date Type: Create

Date Range: 08/01/2015 to 08/31/2015

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>
BLASTOMYCOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	6
CRYPTOSPORIDIOSIS	1
EHRlichiosis/ANAPLASMOSIS, A. phagocytophilum	1
GIARDIASIS	1
LYME DISEASE	1
LYME LABORATORY REPORT	1
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	2

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