

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**

10-14-2009

8:15 AM

MINUTES

- A. Meeting called to order at 8:40 AM by Chairman Candyce Rusin.
- B. Present: Dr. Teresa Shoberg, Candyce Rusin, Lori Asmus, Dorothy Jankowski, Susan Nett
- C. MINUTES TO APPROVE
 - 1. Motion to approve minutes from September 9, 2009 made by D. Jankowski and seconded by T. Shoberg. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. September 2009 Communicable Disease report distributed and discussed.
 - 2. H1N1 Influenza Update—The health department is slowly receiving doses of the H1N1 vaccine. Health care workers are being immunized first. This includes school staff who take care of sick children i.e. secretaries. Affinity Clinics in Menasha have not received any vaccine so some of our doses will be given to them so they can immunize their workers. School based clinics are being tentatively scheduled for November based on vaccine availability.
 - 3. Consolidated Grant Contract—the funding for 2010 is being finalized. The health department will be receiving additional monies for MCH. The rest of the funding is either the same as 2009 or slightly less.
 - 4. PHER Funding—This grant funding is to cover expenses related to H1N1 planning. The initial dollar amount for this department is \$29000.
 - 5. Seasonal Flu Shots—200 doses were administered to school, city, and utility employees and their adult household members. The state supplied vaccine for children is in limited supply. An order has been placed for additional doses but probably won't be available until the end of November.
 - 6. 2010 Budget Update---The preliminary budget figures have been submitted for review by the mayor and finance department.
 - 7. School Based Clinics----the H1N1 vaccine will be given to the middle school and high school students during the school day. Elementary students will be scheduled after school hours so parents can be present. The department is in the process of getting volunteers to assist with the clinics. The response has been very favorable to date.

"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

E. ACTION ITEMS

1. Wts/Measures Permit Fees – 7/1/10 through 6/30/11. S. Nett discussed the need to increase these fees 3% to cover the increase in salary and other program related expenses. Motion to recommend to the common council a 3% increase for weights and measures devices and processing fees as part of the 2010 budget made by L. Asmus and seconded by D. Jankowski. Motion Carried.

F. HELD OVER BUSINESS

1. None

G. ADJOURNMENT

1. T. Shoberg requested the next BOH meeting be changed to November 4, 2009 at 8:30 AM. Agreeable with the other board members. Motion to adjourn at 8:30 made by D. Jankowski and seconded by T. Shoberg. Motion carried.