

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**

03-11-2009

MINUTES

- A. Meeting called to order at 8:23 AM by Chairman Candyce Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Susan Nett. Excused: Dr. Teresa Shoberg, Dorothy Jankowski
- C. MINUTES TO APPROVE
1. Motion to approve February 11, 2009 minutes by L. Asmus, and seconded by C. Rusin. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. February 2009 Communicable Disease Report distributed and discussed. The main communicable disease continues to be Chlamydia Trachomatis.
 2. TB Dispensary Site Update—The necessary paperwork and signed MOU has been submitted to the state. We are now awaiting for the state signature on the MOU and then the program is official.
 3. Staff Development Report—The three new public health nurses have been attending many orientation activities. The most recent was a presentation by the state nursing consultant on the role of the state in public health activities. Later this month, the three nurses will receive the Red Cross Instructor training.
 4. PNCC Policy Development—S. Nett updated board members that she will be working on developing the PNCC program so the department can begin billing Medicaid for prenatal services to eligible clients. This was approved at a BOH meeting last year but then the department was advised to hold applying because the state was trying to determine if a local health department would continue to bill for the PNCC services. The state has decided that local health departments can bill so the program will be developed and submitted to the state for approval. S. Nett has met with the regional nurse consultant for guidance on the application process.
 5. Preparedness Planning/Faith Based Communities—S. Nett presented the background on this initiative. Several NE region health departments have been meeting and developing guidelines for emergency preparedness in the faith community. S. Nett has been part of this planning committee. Once the policy is finalized, the state will help in the distribution on a statewide level as there has been nothing developed statewide.
 6. S. Nett distributed a copy of the Mayor's directive on spending.

"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

7. School Based Clinics – Spring 2009. The health department will be providing immunizations to meet the requirements of the new state law at school based clinics in April to Grades 5, 8, and 11. This year staff are able to offer TDaP to school staff members as well when they are on site doing the student immunizations.
8. Safe Kids Car Seat Program—S. Nett reported that Linda Palmbach, PHN recently completed the certification to become a car seat technician. Board members requested additional information on this program to be presented at the next board meeting.
9. Emergency Preparedness Mass Clinic Exercise – August 5, 2009. The department plans to exercise its ability to set up for a mass clinic at UW-FV and to accept supplies from the state stockpile program. This is a morning event with the consortia providing lunch when the exercise is finished.
10. Safety Program Update—S. Nett and Todd Drew completed building safety inspections with CVMIC a few weeks ago. T. Drew has been working on a Lock-out Tag-out program which will be submitted to CVMIC for an annual award.
11. Living in the 2010's Planning--Years ago Winnebago County held an annual conference for senior citizens. Many senior citizens have been asking to have this conference reconvene. A group of senior citizen providers met last week and will look at planning for this 1 day conference in 2010. The health screening component is a large part of the day and the Menasha Health Department has volunteered to help coordinate that part of the conference. S. Nett will update the board as new information emerges.

E. ACTION ITEMS

1. None

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:05 AM made by L. Asmus and seconded by S. Nett. Motion carried.