

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**

2-11-2009

8:15 AM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [January 28,2009](#)
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. [January 2009 Communicable Disease Report](#)
 - 2. Radon Grant Project
 - 3. TB Dispensary Site Update
 - 4. Flu Vaccine – 2009
 - 5. 2008 Consolidated Contract Grant Review
 - 6. Staff Development Report
- E. ACTION ITEMS
 - 1. Review Wts/Measures Fees 2009-10
- F. HELD OVER BUSINESS
 - 1. Review Agent of the State – DHS Fees 2009-10
 - 2. Review Agent of the State – DATCP Fees 2009-10
 - 3. Tattoo Parlor/Body Piercing Establishment Fees 2009-10
- G. ADJOURNMENT

"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

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**

01-28-2009

MINUTES

- A. Meeting called to order at 8:30 AM by Chairman C. Rusin.
- B. Present: Dorothy Jankowski, Dr. Teresa Shoberg, Candyce Rusin, Susan Nett
Excused: Lori Asmus
- C. MINUTES TO APPROVE
1. Motion to approve minutes from December 10, 2008 meeting made by T. Shoberg and seconded by D. Jankowski. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
1. December 2008 Communicable Disease Report distributed and discussed. T. Shoberg questioned if Menasha was the only one with an increasing incidence of sexually transmitted diseases and if yes, why? S. Nett shared with board members that the CDC reports an increase in sexually transmitted diseases nationwide. As a health department, we have been presenting information to the high school health classes on STD's and preventive measures. Ages of cases reported here vary from as young as 14 to as old as the mid 40's.
 2. 2008 Wisconsin Counties Health Ranking report distributed.
 3. MCH Program – Index of Start Strong Indicators 2008 distributed. This report shows key indicators of the health status of mothers and newborns broken down by county. This report is taken from 2007 birth data.
 4. A report on "Smokeless Tobacco in the US" from the Campaign for Tobacco-Free Kids was distributed. Statistics show some recent declines in youth spit tobacco use, however usage in boys remains at 13.4%. Most view this form of tobacco as not harmful however it is known to cause oral cancer. T. Shoberg related she has young female as well as male patients that use smokeless tobacco and do not realize the health risk involved. Most think it is healthier because they aren't blowing smoke in the faces of others, yet they forget about the oral cancer.
- E. ACTION ITEMS
1. Parochial School Fees – School Year 2009-10. S. Nett presented the proposed fees for the parochial schools for the coming school year. (See attached page.) Two parochial schools in the city contract for services. Annual revenue from these two contracts averages about \$350 per year. The proposed fees for all the

"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

categories except the dental hygienist remain the same as the current school year. The hourly rate for the dental hygienist is proposed to increase from \$32/hr to \$34/hr. S. Nett explained the increase needed here is to cover the additional cost of benefits for this employee who has gone from 1/2 time benefits to 2/3 time benefits. T. Shoberg questioned if costs are met using the proposed rates. S. Nett related the hourly costs per position are met. D. Jankowski questioned what type of services the public health aide provides. S. Nett explained that position monitors the immunization school law requirements and that the parochial schools now have access to the state database for immunizations so they are able to do their own checking and have used the services of the public health aide very minimally. Most of the service provided are the dental, vision, and hearing screenings with nurse follow-up as needed, and dental health education. On occasion, the nurses might be consulted to assist with a student with special health care needs. The sanitarian primarily does the meal site inspections if the school participates in the USDA school lunch program. C. Rusin questioned what is done if there is a communicable disease outbreak at one of the parochial schools such as pertussis. Do they pay us for our time to investigate? S. Nett explained there is no fee charged for communicable disease follow-up because ultimately that is a community issue and the health department's primary role is the prevention and control of communicable disease in the community. Motion to recommend the proposed parochial school fees for the school year 2009-10 to the common council for approval made by D. Jankowski and seconded by T. Shoberg. Motion carried.

2. S. Nett presented the health department policy on 24/7 coverage and explained that for some reason this policy was never approved by the BOH. T. Shoberg questioned the difference between a salaried exempt and salaried non-exempt employee. S. Nett explained one position has supervisory authority and the other does not. C. Rusin questioned at what point are the part time staff called to respond. S. Nett explained only when a full time staff person can't be reached. Motion to approve the 24/7 policy made by T. Shoberg and seconded by D. Jankowski. Motion carried.
3. 2009-10 Agent of the State Fees – DHS. S. Nett explained the fees for this year will be brought to the council at the April meeting. Factors to consider when setting the fees this year include the state is raising their fees so our reimbursement to them increases. The state allows each agent to set their own fees to cover 100% of the agent's costs. S. Nett handed out a fee comparison chart showing agent fees in the area so board members could review and requested this item be held over for the Feb. meeting. Motion to hold this item made by D. Jankowski and seconded by T. Shoberg. Motion carried.
4. 2009-10 Agent of the State Fees – DATCP. S. Nett requested board members review the chart of comparison fees and asked for this item to be held over for the Feb. meeting. Motion to hold this item made by D. Jankowski and seconded by T. Shoberg. Motion carried.
5. Tattoo Parlor/Body Piercing Establishment Fees – 2009-10. S. Nett explained that the one and only tattoo establishment in the city closed last year because of health issues with the owner. S. Nett recommends reviewing the fees and continue

having a fee schedule because there could be a tattoo parlor in the future in the city. S. Nett requested this item be held over to next month for further discussion. Motion to hold item made by D. Jankowski and seconded by T. Shoberg. Motion carried.

F. HELD OVER BUSINESS

1. None

G. Motion to adjourn at 9:25 AM made by T. Shoberg and seconded by D. Jankowski. Motion carried.

DRAFT

**Parochial School Fees
Proposed 2009-2010 School Year**

	<u>2008-09</u>	<u>2009-10</u>
Vision/Hearing Screenings	\$9.25/hr	\$9.25/hr
Public Health Nurse	\$37/hr	\$37/hr
Public Health Aide	\$26/hr	\$26/hr
Dental Hygienist	\$32/hr	\$34/hr
Registered Sanitarian	\$37/hr	\$37/hr

**Menasha Health Department
Communicable Disease Report
January 2009**

Campylobacter	1
Chickenpox	1
Genital Herpes	1
Chlamydia Trachomatis	5