

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  
Minutes  
10-10-2012**

A. Meeting called to order at 8:10 AM by Chairman C. Rusin

B. Present: Candyce Rusin, Lori Asmus, Dr. Teresa Rudolph, Dorothy Jankowski, Susan Nett

C. MINUTES TO APPROVE

1. Motion to approve minutes from September 12, 2012 meeting made by L. Asmus and seconded by D. Jankowski. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. September 2012 Communicable Disease Report discussed by S. Nett. Hard copy to be distributed at next BOH meeting.
2. Pertussis Update on current number of cases statewide given by S. Nett for 2012 to date.
3. Mumps Update. S. Nett reported there have been 8 confirmed cases in the state since January 1<sup>st</sup>, 4 have been confirmed since Aug. 22<sup>nd</sup>. Age range has been 13 to 53 years old. 50% had valid doses of MMR, 25% unknown vaccine history and 25% were not vaccinated.
4. Flu Vaccine Clinic Updates. S. Nett reported that flu vaccine clinics have been held at Faith Technologies, Gunderson Cleaners, and here at the health department for city employees, school district employees and utility employees. There are 2 scheduled clinics left: October 11<sup>th</sup> here at the health department and October 25<sup>th</sup> at BDM school. Total number of doses administered will be provided at the Nov. BOH meeting.
5. 2013 Budget proposal is done with the exception of the grant programs. The IT portion of the budget is increasing due to initiating a document imaging component. There is an increase in the budget for wages. The remainder of the budget is basically the same as 2012
6. 317 Vaccine Policy Update. S. Nett reported there seems to be an increase in school vaccine waivers being signed. Parents who come in and have insurance won't be turned away for that visit but will be reminded they need to contact their provider for future immunization needs as long as they continue to be insured.
7. 2013 Consolidated Grant Update. As of today's meeting, there are prevention monies that will be used to expand the fluoride varnish program, lead prevention and preparedness funds. Radon monies will not be available in 2013. Dollar amounts haven't been released for MCH or immunization programs yet.

E. ACTION ITEMS

"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

1. Review Weights and Measures Fees for licensing period 7/1/13 through 6/30/14. S. Nett discussed the budget expenditures for 2013 for weights and measures. If health insurance costs increase by 7% and the document imaging is approved in the budget then the fees would need to increase 3.7%. If the document imaging is not remaining in the budget then the fees would increase 2.8%. S. Nett is waiting to hear from IT about the document imaging. L. Asmus mentioned that she is still concerned about increasing all the fees across the board as some devices take more time than others to calibrate and check, and she feels that those devices that take more time should pay more of the increase than those that take less time such as gas pumps vs. rules and tapes. C. Rusin agreed. Motion to increase the weights and measures fees by 3.7% unless the budget expenditures would require a lower increase, and there be possible exceptions for the higher staff time devices, made by L. Asmus and seconded by D. Jankowski. Motion carried.
2. Review Fees for Adult HepB and HepA Vaccines. S. Nett explained the costs of the adult Hep A and Hep B vaccines has increased and the current fees charged will not cover the cost. Current fees and policies are: Hep A \$25 if city resident, \$35 if a non resident and employed by the City, Menasha Utilities or Menasha School District. Hep B \$30 if city resident, and \$40 if a non resident and employed by the City, Menasha Utilities or Menasha School District. L. Asmus questioned why the non resident didn't include any employer within the city such as an assisted living facility. L. Asmus felt the policy should be changed before they look at changing the fees. D. Jankowski agreed. Motion to change the policy for non residents to receive the Hep A or Hep B vaccine to a non resident employed within the city made by L. Asmus and seconded by D. Jankowski. Motion carried. S. Nett said the current cost for the Hep A vaccine is \$26.60 per dose and for the Hep B vaccine \$33.50 per dose. Add in additional supplies and the total cost per vaccine is Hep A \$28 and Hep B \$35. Board members discussed what they considered a reasonable cost which would include administration fees. Motion to set the Hep A fee at \$35 for city resident and \$45 for nonresident employed within the city of Menasha made by D. Jankowski and seconded by L. Asmus. Motion carried. Motion to set the Hep B fee at \$40 for city resident and \$50 for nonresident employed within the city made by T. Rudolph and seconded by L. Asmus. Motion carried.

#### F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:20 AM made by D. Jankowski and seconded by L. Asmus. Motion carried. Next meeting date changed to November 7, 2012 so a quorum will be present.