

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**

4-10-2013

8:00 AM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [March 15, 2013](#)

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Recognition of Dorothy Jankowski for 19 years of service on BOH
2. [March 2013 Communicable Disease Report](#)
3. Influenza Vaccine Update 2013-14 Season
4. Weight of the Fox valley Summit Update
5. Memory Café Project Update
6. Pertussis Update
7. Community Health Improvement Plan

E. ACTION ITEMS

1. Review fees for DATCP Agent of the State, for license period 7-1-13 through 6-30-14.
2. Review fees for DHS Agent of the State, DHS for license period 7-1-13 through 6-30-14.
3. Review fees for Tattoo Parlors for licensing period 7-1-13 through 6-30-14.
4. Review fees for temporary not for profit food permits for licensing period 7-1-13 through 6-30-14.

F. HELD OVER BUSINESS

1. None

G. ADJOURNMENT

1. Next Meeting May 8, 2013

"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

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**CITY OF MENASHA
BOARD OF HEALTH
Minutes
March 15, 2013**

- A. Meeting called to order at 8:07 by Chairman C. Rusin.
- B. Present: Candyce Rusin, Dorothy Jankowski, Lori Asmus, Dr. Teresa Rudolph, Susan Nett
- C. MINUTES TO APPROVE
 - 1. Motion to approve February 15, 2013 minutes made by L. Asmus and seconded by T. Rudolph. Motion carried.
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. February 2013 Communicable Disease Report distributed and discussed. Sexually transmitted disease numbers decreased to 4 cases for this month. T. Rudolph questioned the cryptosporidiosis case and S. Nett reported to her knowledge they could not discern the source.
 - 2. Influenza Vaccine Report for 2012-13 season to date presented by S. Nett. 500 doses of children's vaccine (ages 6 mos. to 18 yrs) have been administered. 487 doses of adult vaccine (ages 19 yrs. and older) given. Discussion centered around how much vaccine to order for next flu season. Currently, the department has reserved 300 adult doses. S. Nett and staff also discussed this and thought another 100 doses should be reserved. Board members agreed.
 - 3. Weight of the Nation Report from the summit. S. Nett asked Chairman C. Rusin to discuss the summit and provide her thoughts. C. Rusin explained the first day's activity and felt everyone in attendance was engaged in the summit. She felt the school staff at the building where she had lunch were motivated to get the kids moving and stressed the importance of exercise. There will be a follow-up meeting in April for next steps.
 - 4. CPR/AED/First Aid Classes-Update provided by S. Nett. All staff are now certified American Heart Instructors. Certifications are good for 2 years. Staff will be scheduling dates for the summer sessions soon.
 - 5. Memory Café Project Update provided by S. Nett. The UW-O nursing students doing their clinical practicum at the health department have taken on an aggregate project of initiating a memory café at the senior center. The senior center will be the last site in the area for a memory café. The students will be hosting a memory café on April 11th from 12:15 to 2:15 PM. The senior center will then host a memory café monthly on the fourth Friday of the month except for the month of May where it will be held on the 5th Friday. Time will be 2 – 4 PM. Volunteers will be recruited to train and then help at the cafes.
 - 6. Pertussis Update from the state reviewed. Cases of pertussis are declining.

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Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

E. ACTION ITEMS

1. Influenza Vaccine Clinics – Fall 2013. S. Nett explained the state will allow health departments to do school based clinics or mass clinic exercises in the fall to provide influenza vaccine to children ages 6 mos. to 18 yrs. of age regardless of insurance status. This will be the only time insurance status doesn't need to be checked. No flu vaccine can be given at the health department location to insured children. With this in mind, staff have reserved BDM elementary school again this year for a flu vaccine clinic to practice their mass clinic set-up. Adult vaccine will also be available for a nominal cost TBD. The save the date memo will be handed out at school registration time in August. Motion to continue mass clinic exercise when giving children and adult flu vaccine this coming fall season contingent on children's flu vaccine being state provided made by D. Jankowski and seconded by T. Rudolph. Motion carried.
2. Wellness Screening Fees. S. Nett discussed the current wellness fees and the addition of a new test, the hemoglobin A1C for diabetes. Board members discussed keeping the fees the same as in 2012 and adding the following tests: Hemoglobin A1C \$20, Wellness Panel/Hemoglobin A1C \$33, Wellness Panel/Hemogram/Hemoglobin A1C \$39, Wellness Panel/Hemogram/TSH/Hemoglobin A1C \$53. Motion made by L. Asmus and seconded by T. Rudolph to set the fees as discussed. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:33 AM made by T. Rudolph and seconded by D. Jankowski. Motion carried. Next meeting April 10, 2013.

Menasha Health Department
Communicable Disease Report
March 2013

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|-----------------------|---|
| Chlamydia Trachomatis | 2 |
| Cryptosporidiosis | 1 |
| Hepatitis B | 1 |
| Hepatitis C | 1 |