

**CITY OF MENASHA BOARD OF HEALTH**

**Minutes**

**December 9, 2015**

A. Meeting called to order at 8:05 AM by Chairman Candyce Rusin.

B. Present: Candyce Rusin, Teresa Rudolph, Nancy McKenney, Diane Hotynski, Lori Asmus

Staff: Kortney Dahm, Linda Palmbach, Mary Fritz, Todd Drew, Loretta Kjemhus

Guest: UW Oshkosh Nursing Student

C. MINUTES TO APPROVE

Theresa Rudolf moved to approve November 11, 2015 minutes, seconded by Nancy McKenney.

Motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

**Administrative:** Nancy McKenney reported that all of the Wisconsin Department of Health Services (DHS), Division of Public Health (DPH) contracts have been negotiated and signed. She is waiting for signed copies of contracts from DHS DPH. The United Way has approved City of Menasha Dental Program funding for 2016 and 2017 through the Menasha Dental Clinic Advisory Board. The Medical Advisory Board will meet on December 11, 2015 at 9:30 a.m. at the Menasha Health Department. The Head Injury and Seizure Protocols will be agenda items.

Nancy McKenney shared the Memorandum sent to Common Council announcing that the Menasha Health Department has been awarded \$4,250.00 for emergency preparedness training by the Wisconsin Division of Public Health.

**Employee Safety Program:** CVMIC conducted a safety walk through this summer. Recommendations are prioritized and are being addressed. Todd Drew is working to coordinate a follow up walk through. He is also working to coordinate confined space atmospheric testing training and hands on excavation training.

Todd Drew is also conducting respirator fit testing in December.

**Sealer of Weights and Measures** Todd Drew reported he is conducting additional gas pump inspections due to new business growth.

**Environmental Health Programs:** Todd Drew reported that he detected and was working with Department of Agriculture, Trade, and Consumer Protection on an apparent mislabeling of fresh fish.

**Public Health Department:** The Communicable Disease Report was reviewed by the Board. The Board reviewed monthly and year-to-date Communicable Disease reports. Linda Palmbach discussed a respiratory disease case. Todd Drew assisted with the investigation.

**Health Screening 60+ Program:** No report

**Prevention Program:** The Prevention Program will be planning the 2nd Annual Corny Community Walk for the summer of 2016.

**Radon:** Vicki Schultz is attending Radon training.

**School Health Aides:** No report

**Dental Program:** Loretta Kjemhus has completed screening in the schools and is applying fluoride varnish. Tammie Bauer is working with the Menasha High School to build the Oral Health for Children and Youth with Special Health Care Needs program.

**Dental Sealant Program:** No report.

**Lead Prevention Program:** No report.

**Immunization:** The Menasha Health Department held an Immunization Clinic on October 23, 2016 at Butte Des Morts School. This was also an Emergency Preparedness exercise. Loretta Kjemhus and Vicki Schultz organized the event, coordinating with local volunteers, the Medical Reserve Corp, Menasha Police Department, the schools, and UW Oshkosh nursing students. The numbers of resident attending this clinic were down this year (approximately 197 participants). The Board discussed whether or not the Menasha Health Department could give the Shingles and Pneumovax vaccines. The Menasha Health Department will look into the costs of ordering vaccine.

**Emergency Preparedness:** Menasha Health Department staff will be attending Preparedness Trainings for 2016. Fatality Management Plan will be sent to the Regional Health Care Coalition. A Regional Hazard Vulnerabilities Assessment will be conducted by the NEW PHEP consortium.

**Twenty Four/Seven:** No report.

**Senior Center:** Nancy reported that the Thompson Center in Appleton will be closing on March 31, 2016.

E. ACTION ITEMS: Medical Advisory Meeting Friday December 9, 2015.

F. HELD OVER BUSINESS: None

G. ADJOURNMENT: Candi Rusin adjourned the meeting at 9:10 am.

The next meeting will be on January 13, 2016 at 8:00 a.m.