

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
May 18, 2016 8:00 AM
Board of Health Meeting
AGENDA**

- A. CALL TO ORDER
- B. PRESENTATION
 - 1. *Vision Screening Presentation* - Lion's Club (8:00 AM-8:30 AM)
- C. ROLL CALL/EXCUSED ABSENCES
- D. MINUTES TO APPROVE
 - 1. [BOH Meeting Minutes 03-09-2016](#)
- E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Administrative
 - a. Health Department Budget and Contracts
 - i. Budget Carryforward
 - ii. MOU with De Pere (possible action)
 - b. Communications
 - i. Community Health Assessment Update
 - a. Community Conversation s – Menasha Rotary Club; Committee on Aging
 - ii. Poverty Outcomes and Improvement Network Teams (POINT)
 - a. Update (Menasha, De Pere, Appleton, and Winnebago Co Health Departments)
 - iii. DHS 139 Administrative Rule Revision Committee Meeting Update
 - iv. Menasha Common Council Re: Resolution Weight of the Fox Valley
 - c. Personnel
 - d. Academic Affiliation Update
 - i. University of Wisconsin Green Bay – Masters in Nursing Leadership Intern (Fall 2016)
 - 2. Employee Safety
 - a. City Safety Manual: Bloodborne Pathogens Exposure Control Plan Update
 - 3. Sealer of Weights and Measures
 - 4. Environmental Health
 - 5. Public Health Department
 - a. Communicable Disease Report
 - i. [March 2016](#)
 - ii. [April 2016](#)
 - iii. [January – April 2016](#)
 - b. Elizabethkingia Infection – WI DHS
 - c. School Health
 - i. School Absences – Status Report
 - ii. CPR Classes – Status Report
 - iii. School Health Communications
 - a. Vision Screening (possible action)
 - 6. Health Screening 60+
 - 7. Prevention

"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: Lori Asmus, Dianne Hotynski, Nancy McKenney, Dr. Theresa Rudolf, Candyce Rusin,

8. Radon
9. School Health Aides
10. Dental Program (screening, fluoride varnish, Children and Youth with Special Healthcare Needs)
11. Lead Prevention
 - a. Follow up on case
 - b. Lead information – collaboration with Tim Gosz, Supervisor, Water Plant
12. Immunization
 - a. Added Adult Immunization (Tdap) Objective and Allocation
 - b. NEWIC Meeting
13. Maternal and Child Health
14. Dental Sealants
15. Emergency Preparedness
 - a. Fox Valley Area Healthcare Coalition (Purchased Vaccine Cooler for Menasha)
 - b. Ebola Emergency Preparedness and Response Exercise – FVTC - April 13, 2016
16. Twenty Four/Seven
17. Senior Center

F. ACTION ITEMS

1. Policy Review, Discussion, Approval
2. Procedure Review, Discussion, Possible Action
 - a. Utility Services: Determination of Medical Necessity and Algorithm
 - b. Pediculosis Procedure and Algorithm
 - c. Client Transfers and Referrals
 - d. Confidentiality and Access to Client Records

G. HELD OVER BUSINESS

H. ADJOURNMENT - Next Meeting: Wednesday June 8., 2016

CITY OF MENASHA BOARD OF HEALTH

Minutes

March 9, 2016

A. Meeting called to order at 8:07 AM by Chairman Candyce Rusin.

B. Present: Candyce Rusin, Nancy McKenney, Lori Asmus, Dr. Teresa Rudolf

Staff: Mary Fritz, Todd Drew, Vicki Schultz, Loretta Kjemhus, Kortney Dahm, Linda Palmbach, Liz Rosin

Absent: Diane Hotynski

C. MINUTES TO APPROVE

Dr. Teresa Rudolf moved to approve February 10, 2016 minutes, seconded by Lori Asmus.

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. Budget carryovers have been submitted to Peggy Steeno, Director of Finance.

The City of Menasha and City of De Pere Public Health Departments are drafting a memorandum of understanding for registered sanitarian services. Nancy McKenney noted that she attended Point Poverty Outcomes and Improvement Network Team (POINT) training along with health officers from the City of De Pere, City of Appleton, and Winnebago County. The public health team will promote physical activity and nutrition POINT uses continuous improvement processes to strengthen existing poverty reduction efforts in Northeast WI. This is an initiative of the Institute for Healthcare Improvement (IHI), supported by U.S. Venture Fund for Basic Needs; the J. J. Keller Foundation; the community foundations in Oshkosh, the Fox Valley and Green Bay.

Nancy McKenney noted that she was appointed to the Wisconsin DHS HFS 139 Administrative Rules Revision Committee. This rule addresses the credentials of public health nurses.

The Board reviewed Resolution R-8-16 Weight of the Fox Valley (WOTVF) introduced by Alderman Krautkramer and the memo written by Nancy McKenney supporting the resolution. The memo and resolution were presented at the March 7, 2016 Common Council meeting. The resolution was held over until March 21, 2016. The Board noted that the resolution supports *Weight of the Fox Valley* and local efforts to collaboratively address physical activity and nutrition to improve health and make a collective impact. The Board discussed extensive partnerships in the WOTVF and this resolution as an opportunity to promote Menasha's scenic parks, accessible bike/pedestrian trails and waterfront activities while increasing physical activity.

Lori Asmus moved to support Resolution R-8-16 Weight of the Fox Valley (WOTVF). Dr. Theresa Rudolf seconded the motion. Motion passed.

The Rotary Club has invited Nancy McKenney to speak on March 30, 2016. This will be a community conversation on the results of community health assessments.

Nancy McKenney met with Marci Thiry from the Menasha Joint School District to discuss bloodborne pathogen trainings for staff members. Bloodborne pathogen training was held for Menasha Joint School District staff on February 23.

Menasha Police Department has requested a bloodborne pathogens training which will be scheduled this spring.

The Health Department has an academic affiliation with the University of Wisconsin Oshkosh Bachelor of Science in Nursing Program. They are planning a "Walking School Bus" and have been engaged in public health nursing activities.

The Menasha Health Department will host a University of Wisconsin Green Bay Masters in Nursing Leadership intern in the fall of 2016.

Employee Safety Program: Normal Safety Committee meetings were held. Hearing screening is scheduled for April 19. The sign-up sheet is in the process of being distributed to all affected departments.

Environmental Health Programs: The plan review for the new Festival Foods Store has been completed. Todd Drew stated that an additional license to Hissho Sushi will also be required for that site including complex processes and HACCP

plan reviews. The former Menasha Grill is under renovation to be a new restaurant. The Weathervane is currently renovating the former Korona Klub and will expand seating into the entire building. Todd Drew followed up on 6 animal bites including 1 case where the individual received a message recommendation to have the rabies shot series as the dog was not in or available for quarantine. The individual did not respond to repeated messages. Todd Drew stated he will be involved in 2 enforcement conferences for work done with the DNR the week of March 14. Todd Drew also stated that he will be monitoring the demolition of Seton School. Todd Drew provided an update as to the progress of the merger of food / recreational licensing programs to DATCP. Drew cited the items that will require change in City ordinances and policies.

Public Health Department: The Communicable Disease Report was reviewed by the Board. The Board reviewed monthly and year-to-date Communicable Disease reports. School absences remain low. Linda Palmbach reported that the Menasha Health Department is following up on latent tuberculosis cases. Liz Rosin is in the process of setting up CPR and First Aid classes for the Menasha Joint School District and City of Menasha Staff. Nancy McKenney updated the Board on the Elizabethkingia Infection.

Health Screening 60+ Program: Vicki Schultz reported she is handing out the YMCA 60+ brochure for 2016 to local churches. She will be organizing a Walking Club that will be starting in May.

Prevention Program: The Prevention Program is in the process of planning the 2nd Annual Corny Community Walk which will be held August 11, 2016. The Menasha Health Department will be partnering with many local businesses, the Parks and Recreation Department, Neenah-Menasha Fire Department and the Menasha Police Department for this event.

Radon: No Report

School Health Aides: No report

Dental Program: Loretta Kjemhus reported that the first fluoride varnishes for 2016 are in the process of being completed at all the elementary schools in Menasha. All dental talks have been completed at all schools. Follow-up with parents with children exhibiting decay will be continued through the summer.

Dental Sealant Program: Claire Opsteen is in the process of scheduling dental sealants and fluoride varnish placements for Maplewood and the elementary schools in Menasha.

Lead Prevention Program: Todd Drew reported on a lead case he and Liz Rosin followed up on. Todd Drew conducted lead hazard assessments on 2 separate homes related to a child found with a BLL above 10 ug/dl. Lead hazards were identified by samples at both properties. Additional monitoring once the child has a follow-up test. Todd Drew has offered the use of the HEPA vacuum to assist family in lead hazard reduction activities. Todd Drew also discussed two proposed legislative bills related to lead AB963 and AB957.

Nancy McKenney noted that she received and forwarded the 2014 Wisconsin Lead Report. Misleading media coverage was discussed with the State of Wisconsin Lead Program and a request made for them to follow up with the media source.

Immunization: The Health Department is able to secure additional funding for adult immunization. Objectives and allocations are being reviewed for feasibility.

Emergency Preparedness: All staff has been trained in PPE through FVTC sponsored by the Regional HealthCare Coalition. If there was a catastrophic event that required vaccine to be received from the State, Menasha would be responsible for obtaining the vaccine for nursing facilities for less than 25 beds. Loretta Kjemhus and Vicki Schultz will be attending the Fox Valley Area Healthcare Coalition on March 17th.

Twenty Four/Seven: No report.

Senior Center: No Report

Action Items: Menasha Health Department held a vaccine reference review.

E. HELD OVER BUSINESS: None

F. ADJOURNMENT: Lori Asmus moved to adjourn the meeting, seconded by Dr. Teresa Rudolf. Motion passed. Candi Rusin adjourned the meeting at 9:10 am.

The next meeting will be on May 18th, 2016 at 8:00 a.m.

Cumulative Report

Date Type: Create

Date Range: 03/01/2016 to 03/31/2016

Incident Jurisdiction:

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Probable, Suspect

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

<u>Disease Name</u>	<u>Number of Incidents</u>
CHLAMYDIA TRACHOMATIS INFECTION	9
GIARDIASIS	1
INFLUENZA	1
INFLUENZA-ASSOCIATED HOSPITALIZATION	4
MYCOBACTERIAL DISEASE (NON-TUBERCULOUS)	1
STREPTOCOCCUS PNEUMONIAE, INVASIVE DISEASE	1
TRANSMISSIBLE SPONGIFORM ENCEPHALOPATHY (TSE)	1

Information contained on this form or report which would permit identification of any individual has been collected with a guarantee that it will be held in strict confidence, will be used only for surveillance purposes, and will not be disclosed or released without the consent of the individual in accordance with Section 308(d) of the Public Health Service Act (42 U.S.C. 242m).

Cumulative Report

Date Type: Create

Date Range: 04/01/2016 to 04/30/2016

Incident Jurisdiction:

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Probable, Suspect

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

<u>Disease Name</u>	<u>Number of Incidents</u>
BLASTOMYCOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	8
GONORRHEA	2
HEPATITIS C, CHRONIC	1
INFLUENZA	1
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	1

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