

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
December 14, 2016 8:00 AM
Board of Health Meeting
AGENDA**

A. CALL TO ORDER

1. Welcome and introductions: Meghan Pauly, Public Health Nurse

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [BOH Meeting Minutes November 9, 2016](#)

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

- a. Health Department Budget and Contracts

- i. Contract Updates

- a. Consolidated Contracts DHS
- b. Other contracts

- ii. Update on 2016 Projected Budget and 2017 Proposed Budget

- iii. Update on relocation of the Health Department to 100 Main Street

- b. Correspondence/Communications

- i. Community Health Assessment

- ii. Poverty Outcomes and Improvement Network Teams (POINT)

- iii. *Memo to Common Council: Approval to Apply for and Accept \$2,500.00 in Retail Program Standards Grant Funds*

- iv. *Message to the Taskforce - Older Adult/Community Center Project : Menasha Senior Center*

- v. *Get the Lead Out-Menasha*

- vi. *Memo to Common Council Budget Adjustments from November 14, 2016 Budget Session*

- c. Personnel

- i. Public Health Dental Hygienist

- ii. Senior Center Director

- d. Academic Affiliation Update

- i. University of Wisconsin Oshkosh

- ii. Fox Valley Technical College

2. Employee Safety

3. Sealer of Weights and Measures

4. Environmental Health

- a. Retail Program Standards Grant application

- b. Proposed Restaurant Remodel Inspection fee (\$150.00)

5. Public Health Department

- a. Communicable Disease Report

- i. [October 2016](#)

- ii. January-October 2016

- b. Elizabethkingia Infection – WI DHS

"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,

- c. Zika Virus Update – WI DHS and CDC
 - d. School Health
 - i. Absences
 - ii. MJSJ Head Lice Policy
 - 6. Health Screening 60+
 - 7. Prevention
 - 8. Radon
 - 9. School Health Aides
 - 10. Dental Program (screening, fluoride varnish, Children and Youth with Special Healthcare Needs)
 - 11. Lead Prevention
 - 12. Immunization
 - 13. Maternal and Child Health
 - 14. Dental Sealants
 - 15. Emergency Preparedness
 - a. Influenza Vaccine Clinic
 - 16. Twenty Four/Seven
 - 17. Senior Center
- E. ACTION ITEMS
 - 1. Policy Review, Discussion, Approval
 - a. Policy Review and Action
 - b. Procedure Review
- F. HELD OVER BUSINESS
- G. ADJOURNMENT - Next Meeting: Wednesday January 11, 2017

CITY OF MENASHA BOARD OF HEALTH

Minutes

November 9, 2016

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

B. Roll Call: Present: Candyce Rusin, Nancy McKenney, Kristene Stacker, Lori Asmus

Staff: Mary Fritz, Kortney Dahm, Liz Rosin, Linda Palmbach, Todd Drew

Absent: Teresa Rudolf

C. MINUTES TO APPROVE

Kristene Stacker moved to approve October 12, 2016 minutes, seconded by Lori Asmus.

Motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Nancy McKenney reviewed the Menasha Health Department Budget and Contracts. Nancy McKenney noted the Health Department Budget review with Common Council will be on November 14, 2016. She updated the Board of Health on the 2016 Projected Budget and 2017 Proposed Budget.

Communications: Nancy McKenney gave an update on the relocation of the Health Department to 100 Main Street. Nancy McKenney reported the Menasha High School approached her to do a Community Health Presentation for an English Class.

Personnel: Nancy McKenney reported that the part-time nurse position has been filled; start date will be the first week in December.

Academic Affiliations: University of Wisconsin Oshkosh nursing students. The Affiliation agreement with Fox Valley Dental Assistant program was completed. Claire Opsteen will coordinate with Fox Valley on student placements.

Employee Safety Program: Regularly scheduled safety meetings, Safety Training for 3 new employees (2 MPD, 1 PWF), CVMIC completed a safety follow-up at PWF all items corrected or in progress.

Sealer of Weights and Measures: Inspections of gas pumps, conducted credit card skimmer inspections of all pumps in Menasha. The information is posted on the City website.

Environmental Health Programs: Todd Drew managing environmental abatement and demolition at 867 Valley Road. Materials including asbestos, lead, PCB, light tubes and mercury switches were removed and disposed of prior to demolition. A property located at 1000 Plank #6 was placarded for hoarding, rotting food, animal waste and ammonia due to decomposing animal waste. This came 1 year after the same unit was placarded for the similar human health hazards. Daily Grind - Coffee shop opened on 11/2. DNR inspections are up to date and the first 5 have been billed. He reported normal routine inspection activity.

Communicable Disease Reports: The Board reviewed monthly and year-to-date Communicable Disease reports. Nancy McKenney reported Elizabethkingia Infection and Zika virus remain low. Public Health Nurse Linda Palmbach will be participating on a Sexual Transmitted Disease task force.

School Health: School Absences is low. Public Health Nurse gave an update on the vision screenings that took place in the Menasha Schools in September-October.

Health Screening 60+ Program: No Report

Prevention Program: No Report

Radon: No Report

School Health Aides: No report

Dental Program: Loretta Kjemhus reported #3 fluoride varnish will be completed by November 16, 2016. Dental talks have been scheduled at all schools through December 12, 2016. Head Start dental talks will be scheduled for January and February 2017. All children that exhibited decay during the fall oral health screening will be rescreened at this time.

Lion's Club is close to completing vision screening for absentee students. Nurses have sent out referrals for those students that did not pass the screenings.

Dental Sealant Program: Claire Opsteen, public health dental hygienist reported participation in the sealant program has significantly increased for the 2016-2017 school year.

Lead Prevention Program: No Report

Maternal and Child Health: Claire Opsteen attended a Maternal and Child Health conference on November 9 & 10, 2016.

Immunization: Menasha Health Department held a mass flu immunization clinic at Butte des Morts School on October 28th with 232 flu vaccines administered to adults and children.

Emergency Preparedness: Loretta Kjemhus updated on the Mass Flu Clinic that was held at Butte des Morts Elementary School, (see above), 157 children/infants and 73 adults were vaccinated. Two participants from the Medical Reserve Corp attended with city volunteers, staff, and evaluators from Appleton Health Dept. and Menasha Emergency Management Director. A tabletop emergency exercise is in process of being scheduled for middle of February.

Twenty Four/Seven: No Report

Senior Center: No Report

Policy and Procedure Review: No Report

E. HELD OVER BUSINESS: None

F. ADJOURNMENT: Lori Asmus moved to adjourn the meeting, seconded by Kristene Stacker. Motion passed. Candyce Rusin adjourned the meeting at 9:15 am. The next meeting will be on December 14th, 2016 at 8:00 a.m.

Cumulative Report

Date Type: Create

Date Range: 11/01/2016 to 11/30/2016

Incident Jurisdiction:

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Suspect, Probable

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

<u>Disease Name</u>	<u>Number of Incidents</u>
ARBOVIRAL ILLNESS, ZIKA VIRUS	1
CHLAMYDIA TRACHOMATIS INFECTION	9
EHRlichiosis/ANAPLASMOSIS, A. phagocytophilum	1
GONORRHEA	2
HEPATITIS C, CHRONIC	3
LYME LABORATORY REPORT	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).