

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
100 Main Street, Menasha
January 12, 2018 8:00 AM
Board of Health Meeting
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. BOH Meeting Minutes November 10, 2017
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Administrative
 - a. Health Department Budget and Contracts
 - i. Contract Updates
 - a. DHS DPH 2017-2018 Grants and Contracts
 - b. Intergovernmental Agreement - *Bridges of Fox River Consortium* – Environmental Health Consortium between De Pere and Menasha
 - c. United Way Dental Program Grant Application
 - d. Healthy Smiles for Mom and Baby Grant Application
 - e. Winnebago County Overdose Fatality Review
 - f. Farm to School/Healthy Kids Meal project
 - b. Correspondence/Communications
 - i. Tri-County Local health Departments and Health Systems Partner to Conduct Collaborative Community Health Survey
 - c. Personnel
 - d. Academic Affiliation Update
 - i. University of Wisconsin Green Bay
 - a. RN to BSN
 - b. MS in Nursing Leadership
 - ii. University of Wisconsin Oshkosh
 - iii. Fox Valley Technical College
 - iv. Rasmussen College
 - 2. Employee Safety
 - 3. Sealer of Weights and Measures
 - 4. Environmental Health
 - 5. Public Health Department
 - a. Communicable Disease Report
 - i. November 2017 and January-November 2017
 - b. School Health
 - i. Absences
 - 6. Health Screening 60+
 - 7. Prevention
 - 8. School Health Aides (See Administrative – *Personnel*)
 - 9. Dental Program (screening, fluoride varnish, Children and Youth with Special Healthcare Needs)
 - 10. Lead 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, Kristene Stacker, Nancy McKenney, Dr. Theresa Rudolf, Candyce Rusin,

11. Immunization
12. Maternal and Child Health
13. Dental Sealants
14. Emergency Preparedness
15. Twenty Four/Seven
16. Senior Center

E. ACTION ITEMS

1. Policy Review, Discussion, Approval
 - a. Procedure Updates
 - i. No Active Live Lice Procedure and No Active Live Lice Algorithm

F. HELD OVER BUSINESS

- G. ADJOURNMENT - Next Meeting: Friday, January 12, 2018
Menasha Health Department 100 Main Street, Suite 100 Menasha, WI

CITY OF MENASHA BOARD OF HEALTH

Minutes

November 10, 2017

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

B. Roll Call: Present: Nancy McKenney, Dr. Teresa Rudolph, Candyce Rusin, Kristene Stacker

Excused: Lori Asmus

Staff: Todd Drew, Kortney Dahm, Linda Palmbach, Claire Opsteen

C. MINUTES TO APPROVE

Dr. Teresa Rudolf moved to approve the October 13, 2017 minutes, seconded by Kristene Stacker, motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Budgets and Contracts: Nancy McKenney reviewed the 2018 proposed expenditure and revenue budgets. She noted DHS DPH Contracts are being negotiated and funding amounts remain similar to 2017. Revenue in the amount of \$8,350 for Environmental Health was included for the anticipated intergovernmental agreement with De Pere. Revenue will fund staffing expenses to assist the Sanitarian. CPR First cards rose from \$4 to \$20 (includes materials for the course). The Health Department purchases the cards for MJSD and City employees who are trained in CPR/First Aid. The expenditure budget includes a pharmacy grade refrigerator for vaccines (as the current refrigerator is nearing the end of its warranty and has been repaired).

Correspondence/Communications: Kathleen Sheridan, RN, UWO DNP candidate will present at a later Board of Health meeting.

Personnel: Nancy McKenney announced that Angela Rusch has accepted the position as Gegan Elementary School Health Aide, and Ann Weyers de Ibarra has accepted the position as Health Screener and Translator/Interpreter.

Academic Affiliation Update: University of Wisconsin Oshkosh students are completing their projects in December. They are working with schools to initiate Heart Smart drills, growth and development educational sessions, and are participating in the fluoride varnish application program.

Employee Safety: Todd Drew reported he had facilitated City Safety Committee meetings; worked with the Police Department and Health Department to develop procedures, offer training, purchased personal protective equipment and Narcan. He noted that Respiratory Fit Testing will take place in December. A Silica Respirable Crystalline Silica Exposure Control Plan is being drafted to add to the City Safety Manual.

Sealer of Weights and Measures: There was a gas pump s skimmer complaint and pumps were tested.

Environmental Health Programs: Todd Drew noted homes were placarded /vacated on 629 Appleton and 229 Lake Street and he is coordinating with Menasha Police Department and Winnebago County Health and Human Services. The City of De Pere has requested Environmental Health Services to assist in De Pere maintaining Wisconsin Department of Agriculture, Trade and Consumer Protection Agent status (standardization). He facilitated a table top exercise with an FDA Investigator on October 19, 2017 at the Wisconsin Environmental Health Association meeting in Sheboygan. It was well received and may be offered in 2018. Todd Drew also presented to local physicians on environmental health issues that affect systemic health.

Communicable Disease Reports: Linda Palmbach reviewed October Communicable Disease reports with the Board of Health.

School Health: Absences remain low.

Health Screening 60+ Program: Meghan Pauly noted the vascular screening was well attended and the providers were pleased with the efficiency and the Health Department clinic/consult rooms where the screenings were held. Plans are to hold another vascular screening in the spring. A Stepping On class has been organized for this fall. Meghan has scheduled oral health screenings, lunch and learns, wellness labs and is seeking an audiologist to conduct hearing screenings.

Prevention: No report

Dental Program: Claire Opsteen reported that she had is in the process of completing fluoride varnish applications. She and Nancy McKenney are working with John Jacob, City Administrator on a United Way grant application.

Dental Sealant Program: No report

Lead Prevention Program: No report

Maternal and Child Health: Jamie Finke, Public Health Educator is scheduling training for Breast feeding Friendly Workplace Training.

Immunization: No report

Emergency Preparedness: No report

Twenty Four/Seven: No Report

Senior Center: The YMCA budget was incorporated into the Senior Center budget (0920) and revenue in the amount of a \$25,741 Winnebago County grant will support the Senior Center budget.

E. ACTION ITEMS

Policy and Procedure Review: The Board of Health reviewed the amended *Narcan Procedure*. Procedures are now specific to the product in use.

The Board reviewed the *No Active Live Lice Procedure* and *No Active Live Lice Algorithm*. Procedures will be amended as suggested.

F. HELD OVER BUSINESS: None

G. ADJOURNMENT:

Nancy McKenney moved to adjourn the meeting, seconded by Dr. Teresa Rudolf.

Motion passed.

The next meeting will be on December 15, 2017 at 8:00 a.m. Board of Health meetings will now be held every second Friday of the month at 8:00 AM. Dr. Teresa Rudolf noted she will be in Ireland and cannot attend the next meeting.

Cumulative Report

Date Type: Create

Date Range: 11/01/2017 to 11/30/2017

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>
CAMPYLOBACTERIOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	5
E-COLI, ENTEROPATHOGENIC (EPEC)	1
EHRlichiosis, E. chaffeensis	1
EHRlichiosis/ANAPLASMOSIS, A. phagocytophilum	1
GONORRHEA	1
HEPATITIS B, PERINATAL	1
HEPATITIS C, CHRONIC	3
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	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: 12/01/2017 to 12/31/2017

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	6
E-COLI, ENTEROPATHOGENIC (EPEC)	2
GIARDIASIS	1
GONORRHEA	1
HEPATITIS C, CHRONIC	3
INFLUENZA-ASSOCIATED HOSPITALIZATION	2
LYME DISEASE (B.BURGDORFERI)	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: 01/01/2017 to 12/31/2017

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>
ARBOVIRAL ILLNESS, ZIKA VIRUS	1
BLASTOMYCOSIS	1
CAMPYLOBACTERIOSIS	3
CHLAMYDIA TRACHOMATIS INFECTION	90
E-COLI, ENTEROPATHOGENIC (EPEC)	5
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	1
EHRlichiosis, E. chaffeensis	1
EHRlichiosis/ANAPLASMOSIS, A. phagocytophilum	1
EHRlichiosis/ANAPLASMOSIS, undetermined	3
GIARDIASIS	1
GONORRHEA	19
HEPATITIS B, CHRONIC	1
HEPATITIS B, PERINATAL	1
HEPATITIS B, Unspecified	1
HEPATITIS C, CHRONIC	11
INFLUENZA-ASSOCIATED HOSPITALIZATION	14
LYME DISEASE (B.BURGDORFERI)	10
METHICILLIN- or OXICILLIN RESISTANT S. AUREUS (MRSA/ORSA)	1
PERTUSSIS (WHOOPING COUGH)	4
SALMONELLOSIS	2
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	2
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	1
SYPHILIS REACTOR	2
SYPHILIS, PRIMARY	1
SYPHILIS, SECONDARY	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).

Date Type: Create

Date Range: 01/01/2017 to 12/31/2017

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>
TRANSMISSIBLE SPONGIFORM ENCEPHALOPATHY (TSE)	1
TUBERCULOSIS, LATENT INFECTION (LTBI)	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).