

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 11, 2019 9:15 AM
Board of Health Meeting
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. BOH Meeting Minutes December 7, 2018
- D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
 - 1. Administrative
 - a. Health Department Budget and Contracts
 - i. Contract Updates
 - a. Budget and Common Council Meeting Updates
 - b. Contract updates
 - c. Grant application updates
 - b. Personnel
 - c. Academic Affiliation Updates
 - i. University of Wisconsin Green Bay
 - ii. University of Wisconsin Oshkosh
 - a. BSN students – Jodi Koplitz, MSN, RN, Instructor
 - b. DNP student- Katherine De Wane, RN Dates: 9/2018-5/2020
(Dr. Kathy Elertson, Professor)
Project Goal: reduce the number of lead-poisoned children under age six years by reducing or eliminating sources of lead in children’s environments before they are exposed
 - iii. Fox Valley Technical College
 - iv. Rasmussen College – Request to place student
 - a. RN to BSN Student – Shelby Frank, RN (January-March 2019)
 - 2. Employee Safety
 - 3. Sealer of Weights and Measures
 - 4. Environmental Health
 - 5. Public Health Department
 - a. Communicable Disease Report
 - i. December 2018
 - ii. January-December 2018
 - b. School Health
 - i. Absences
 - c. TB Skin Test (Tubersol) – fee increase
 - 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, Kristene Stacker, Nancy McKenney, Dr. Theresa Rudolf, Candyce Rusin,

8. School Health Aides
9. Dental Program (screening, fluoride varnish, Children and Youth with Special Healthcare Needs)
10. Communicable Disease
11. Lead Free by Delivery
12. Lead Prevention
13. Immunization
14. Maternal and Child Health
15. Dental Sealants
16. Emergency Preparedness
17. Twenty Four/Seven
18. Senior Center

E. ACTION ITEMS

1. Policy/Procedure Review, Discussion, Approval (available at the meeting)

- F. ADJOURNMENT - Next Meeting: Friday, February 8,, 2019 at 8:00 am
Menasha Health Department 100 Main Street, Suite 100 Menasha, WI

CITY OF MENASHA BOARD OF HEALTH

Minutes

December 7th, 2018

A. Meeting called to order at 10:55 AM by Nancy McKenney.

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

Excused: Kristene Stacker, Lori Asmus

Staff: Kortney Dahm, Mary Fritz, Linda Palmbach, Kristine Jacobson, Claire Opsteen, Todd Drew

C. MINUTES TO APPROVE

Teresa Rudolph moved to approve the November 9, 2018 minutes, seconded by Candyce Rusin, motion passed

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative: Budgets and Contracts: Nancy McKenney updated the Board of Health on the Budget Session and DHS DPH 2018-2019 contracts. **Correspondence/Communitization:** DHS notified the Menasha Health Department of a \$20,000 grant award for "Enhancing Public Health Preparedness: The Opioid Epidemic." The project period will end on October 15, 2019. The goals of the grant are to strengthen the Neenah-Menasha Joint Emergency Response Plan and City of Menasha Safety Plan; coordinate with the Division of Public Health to obtain drug overdose data specific to the City of Menasha; and develop a Menasha Community Addition Assistance program, (a collaboration between the Menasha Health Department, Menasha Police Department, Neenah-Menasha Fire and Rescue, Gold Cross Ambulance and Unity Recovery Services). The Food and Drug Administration notified the Menasha Health Department of a \$3,000.00 grant award to update retail program standards.

Academic Affiliation Update: Kristine Jacobson is working on the Lead Free by Delivery grant reduce the number of lead-poisoned children under age six years. Megan Davis, RN presented her project goal to Health Department staff. Goal was how to increase participation at Menasha Health Department monthly immunization clinics and October mass flu clinic.

Employee Safety: Todd Drew conducted monthly safety meetings. Todd Drew and Kristine Jacobson are in process of conducting Respiratory Fit Testing on City of Menasha Employees. To date 58 employee have been Fit tested.

Sealer of Weights and Measures: Todd Drew reported routine inspections were done. Price verifications were completed by Kristine Jacobson. Todd Drew attended State Weights & Measures conference.

Environmental Health Programs: Todd Drew completed State Standardization with WDATCP. City of De Pere hired a new sanitarian Trista Groth from Outagamie County. Todd Drew reported the Brin building is in process of being demolished. Todd Drew gave an update on Menasha Public Works Facilities upcoming demolition starting in February 2019. RR Donnelly is currently obtaining quotes for asbestos removal and demolition, this will start April 2019. New establishments are coming to Jimmy Johns in December 2018. Your Daily Grind has a change of operator, the Source Public House and 5'Clock Somewhere out of business. FV HERC Biological Emergency Go Team will launch its project to Public Health and Medical Providers on December 6, 2018. Todd Drew is on the Go Team. DNR Inspections – Enforcement Action Shenanigan's Sherwood. Drug House 629 Appleton Street- 3 citations issued.

Communicable Disease Reports: Linda Palmbach RN, Public Health Nurse reviewed the November 2018 and January – December 2018 Communicable Disease reports.

School Health: School Absences remain low.

Health Screening 60+ Program: Grief counseling session was held at the Senior Center.

Dental Program: Claire Opsteen reported fall dental screenings are completed and numbers are being compiled. Claire Opsteen saw over 1800 children. Oral Health presentations will start December 10, 2018.

Dental Sealant Program: Sealants will start in January 2019

Lead Prevention Program: No Report

Prevention:

Maternal and Child Health: Kristine Jacobsen is working with City of Menasha Administration staff to discuss the process of becoming a Breastfeeding Friendly work place.

Immunization: No Report

Emergency Preparedness: See Administration: Menasha Health Department was awarded \$20,000 grant to help combat the Opioid Epidemic.

Twenty Four/Seven: No Report

Senior Center: No Report

E. ACTION ITEMS

Policy and Procedure Review: Nancy McKenney updated the Board of Health on changes made to Response to Public Health Emergencies; Radio Policy; 24/7 Policy; Policy, Procedure and Protocol Development; Policy, Procedure and Protocol Revision, Review and Approval. Nancy moved to approve, seconded by Candyce Rusin.

F. HELD OVER BUSINESS: None

G. ADJOURNMENT: Nancy McKenney moved to adjourn the meeting, seconded by Teresa Rudolph. Motion passed. The next meeting will be on Friday January 11th, 2019 at 9:15 a.m.
