

CITY OF MENASHA BOARD OF HEALTH
Minutes
June 25, 2021

CALL TO ORDER

Meeting called to order by Kristine Jacobsen at 8:07 AM

A. ROLL CALL

Present: Kristine Jacobsen, Candyce Rusin, Kristene Stacker, Teresa Rudolph

Staff Present: Todd Drew, Claire Holzschuh, Larissa Keller, Claire Opsteen, Linda Palmbach, Meghan Pauly

B. MINUTES TO APPROVE

1. BOH Meeting Minutes May 14, 2021

Kristene Stacker moved to approve the May 14, 2021 minutes, seconded by Candyce Rusin. The motion passed.

C. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

- a. Health Department
 - i. COVID-19 Presentation – Kristine Jacobsen led a review of the City of Menasha COVID-19 Pandemic Resilient Plan. The most current CDC guidance for fully vaccinated people was released May 14th. There have not been any updates on who is approved to receive the vaccine. The 54952 zip code is around 50% of population who have received at least one dose of the COVID-19 vaccine. Menasha is now in the “Moderate” category for Burden Class.
 - ii. Budget and Contracts Updates
 - a. Contract Updates – no updates. Kristine and Larissa will be working with the finance department to determine how grant funds can be used for additional COVID-19 needs.
- b. Personnel
 - i. Nancy McKenney has retired and Kristine Jacobsen has been appointed to the position of Public Health Director. Kristine is currently working with the HR department to post the vacated Public Health Educator position.
- c. Community Health Assessment – community partners, including local health departments and local health systems, have started data collection efforts.
- d. Academic Affiliation Updates
 - i. University of Wisconsin Green Bay
 - a. Summer Placement RN to BSN. Meghan Pauly reported that her student is currently working on a “post-pandemic care” project.
 - ii. University of Wisconsin Oshkosh
 - a. A request has been received to host BSN students in the fall.
 - iii. University of Wisconsin Madison
 - a. Kristine is hosting a summer intern who will be assisting with COVID reporting and other programs.

- iv. Fox Valley Technical College – nothing to report.
- 2. Employee Safety:** Todd Drew reported that building walk-throughs are scheduled for City Hall and the library. He has completed some safety training with the new Community Service Officer at the Police Department.
- 3. Sealer of Weights and Measures:** Todd Drew reported that he is currently catching up on scale inspections and will transition to working on gas pumps. Weights & Measures programs have been set behind due to COVID.
- 4. Environmental Health:** Todd Drew reported that he is currently working on permit renewals for city establishments. This is going smoothly, however there was a licensing category change with food code that caused a couple of glitches to start. Todd is currently concentrating on higher risk inspections. School food safety record reviews are complete for the year. Todd is finishing DNR contract work and reported that the state has been flexible due to COVID. He is expecting new DNR contracts to come through soon. Todd will assist in monitoring the asbestos abatement for the old Whiting Paper Mill site. In the absence of a Code Enforcement Officer, Todd is responding to a lot of complaints. There were 8 reported animal bites, none were positive for rabies.
- 5. Public Health Department**
 - a. Communicable Disease Report: May 2021 – Kristine Jacobsen shared the May report. Linda Palmbach reported that nothing on the report appears unusual. She stated as we move into summer months, we will see more GI and foodborne illnesses.
 - b. Public health nursing updates – Meghan Pauly reported that we are continuing to run weekly COVID-19 vaccine clinics and are reincorporating Vaccines for Children clinics as well. Our next VFC clinic will be held on Wednesday, August 18th.
 - c. School nursing updates – Linda Palmbach reported that school is out now, and focus will shift to summer school until mid-July. Fall planning for COVID has begun with the goal of getting kids back into schools safely.
 - d. CPR/First Aid Training update – Meghan Pauly reported that 6 days of CPR/FA training was completed for MJSJ school employees and Menasha Park & Recreation employees. Approximately 100 people were trained. An additional CPR/FA training will take place in August.
- 6. Health Screening 60+:** Meghan Pauly reported she has been in touch with health providers regarding service offerings. Some services are no longer being offered through Agnesian HealthCare for health labs. Meghan will connect with Kristene Stacker about possible service offerings through Partnership Community Health Center. Walking club has started and Meghan is back to doing blood pressure checks twice monthly. Tai Chi classes will begin July 13th. A Healthy Living with Diabetes class will be offered in October.
- 7. Prevention** – nothing to report.
- 8. Contact Tracing** – Kristine Jacobsen reported that there has been a significant drop in the number of COVID-19 cases. Gina Phillips and Megon Rose are continuing to work on tracing.
- 9. School Health Aides**
 - a. Linda Palmbach reported that the School Health Aides have an in-service scheduled in August.

- 10. Dental Program** (screening, fluoride varnish, Children and Youth with Special Healthcare Needs) – Claire Opsteen reported that she has completed screenings and fluoride on 384 students in the months that she was able to get into the schools.
- 11. Communicable Disease** – nothing to report.
- 12. Lead Safe Menasha** – nothing to report.
- 13. Lead Prevention** – nothing to report. Suspect that lead screenings have been down due to COVID.
- 14. Immunization**
- a. COVID-19 Vaccination –
 - i. Maplewood Middle School pop up clinic update – Linda Palmbach and Meghan Pauly reported that this clinic went well and served approximately 90 clients.
 - ii. Pop up clinic – Appleton Pentecostal Assembly in Menasha – Kristine Jacobsen reported that we will be assisting with a pop up clinic at the Appleton Pentecostal Assembly in Menasha on June 26, 2021. Both Pfizer and J&J vaccines will be offered with an incentive for the first 50 clients.
 - iii. Health Department COVID-19 vaccine clinic update – Meghan Pauly reported that we will continue to hold clinics weekly on Wednesdays offering both the Pfizer and J&J depending on current inventory. We are offering incentives from Mihm’s Charcoal Grill and Lemon Loves Lime.
 - b. Vaccines For Children – see agenda item 5b.
 - i. June 23rd clinic update
 - ii. August 18th clinic scheduled
- 15. Maternal and Child Health** – nothing to report.
- 16. Dental Sealants** – nothing to report.
- 17. Response to Opioid Crisis** – Linda Palmbach reported that Todd Vander Galien is leading this project and it is going well. They were recently featured on the WFRV news.
- 18. Bioterrorism/Emergency Preparedness** – Kristine Jacobsen reported that she is continuing to work on the year end reporting for PHEP. We are still working with our Northeastern Wisconsin partnership for emergency preparedness.
- 19. Twenty Four/Seven** – no report.
- 20. Senior Center** – Kristine Jacobsen reported that Chloe Hansen-Dunn is now overseeing the Senior Center operations. Janet Rothe has been hired as the admin assistant for the senior center and Leah McCormick has been hired as the Activities Coordinator. Hours and programming are limited right now. Meghan and Chloe are working closely on programming and Kristine is working with Chloe to assess readiness to move to Phase 2 of the re-opening plan.
- 21. COVID-19 Testing Coordinator** – no report. Claire Holzschuh is keeping the website up to date with current testing sites.
- 22. Vaccinators** – Kristine Jacobsen reported that Susan Penniston is continuing to work as an LTE vaccinator during COVID clinics.

D. ACTION ITEMS

1. Policies and Procedures reviewed by Board of Health – Receipting, Voiding Receipts, Revenue Deposit Procedure. Larissa Keller presented the newly documented procedure.

Teresa Rudolph motioned to accept, seconded by Candyce Rusin. The motion passed.

E. ADJOURNMENT

Teresa Rudolph moved to adjourn the meeting at 9:05, seconded by Candyce Rusin. The motion passed.

Next Meeting: August 13, 2021 8:00 AM – Virtual Option

Menasha Health Department 100 Main Street, Suite 100 Menasha, WI