

CITY OF MENASHA BOARD OF HEALTH
Minutes
October 14, 2022

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:05 AM

B. ROLL CALL

Present: Teresa Rudolph, Candyce Rusin, Kristene Stacker

Excused: Kristine Hutter

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

C. MINUTES TO APPROVE

1. BOH Meeting Minutes August 12, 2022

Kristene Stacker moved to approve the August 12, 2022 minutes, seconded by Teresa Rudolph. The motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

- a. Health Department
 - i. COVID-19 Update – Liz Rosin reported that the Pfizer bivalent booster is now available and the Health Department has started administering doses. A bivalent booster has been approved for the 5-11 age group. These booster doses are on order, but will not be administered until our first November Covid-19 vaccine clinic. The Health Department continues to hold Covid-19 vaccine clinics twice monthly.
 - ii. Budget and Contracts Updates – Liz Rosin reported that the Health Department budget for 2023 has been submitted to finance. Liz has been working on the budget narratives which will be included in the upcoming presentation of the budget to Common Council. We have received approval for year 4 funding of the MCAAP program. Negotiations for the consolidated contracts are underway.
- b. Personnel
 - i. Upcoming Board Meetings – The Board discussed upcoming meetings and decided to cancel the November meeting. The next meeting will be held December 9th.
- c. Academic Affiliation Updates
 - i. University of Wisconsin-Oshkosh – Linda Palmbach reported that a cohort of 7 UWO students have been assisting the staff with various programs, including the mass flu clinic, handwashing talks, and heartsmart drills. Their aggregate project will focus on the MCAAP program and harm reduction strategies in the community.
 - ii. Fox Valley Technical College – Claire Opsteen reported that the Fox Valley Technical College dental students will be starting the week of October 17th.

- 2. Employee Safety** – Todd Drew reported that he will be increasing the frequency of safety meetings. 4 new employees have been trained. Floor coordinators named in the City’s emergency plan have been trained. There is an emergency panic button drill scheduled for October 26th.
- 3. Sealer of Weights and Measures** – Todd Drew reported 2 enforcement actions; both establishments received 4 total inspections, were charged re-inspection fees and received citations. Todd attended the state Weights and Measures conference on October 3-4.
- 4. Environmental Health** – Todd Drew reported that he is currently prioritizing school food service inspections. Two new establishments have been cleared to open, one tourist rooming house and Caribou Coffee. The new Code Enforcement Specialist started on October 11th. Todd covered 14 complaints for code enforcement in the interim. There were 9 animal bite complaints that were investigated, all were domestic animals. 5 DNR inspections were completed. Todd attended lead assessment recertification training.
- 5. Public Health Department**
 - a. Communicable Disease Report: August, September 2022 – Liz Rosin shared the reports from August and September 2022.
 - b. Public Health Nursing Updates – No report.
 - c. School Nursing Updates – Liz Rosin reported that the nurses have been busy with school starting and immunization compliance. October 17th is the exclusion date, school children will need to be immunized or have a signed waiver on file.
- 6. Health Screening 60+** – Meghan Pauly reported that during the month of September she provided 54 services to 43 people. Services included blood pressure/wellness room, lunch & learn, Lakeside Commons blood pressures, and memory café. Healthy Living with Diabetes class started on October 11th. Hometown Pharmacy will be providing high-dose flu shots at the Senior Center today, October 14th.
- 7. Prevention** – Liz Rosin reported that the new contract cycle started on October 1st. Claire Holzschuh has started implementing the program tracking spreadsheet created by Olivia Meissner, public health summer intern.
- 8. School Health Aides** – The newly hired school health aides at Menasha High School and Butte des Morts Elementary are doing well.
- 9. Dental Program** (screening, fluoride varnish, children and youth with special healthcare needs) – Claire Opsteen reported that she is currently conducting fall season dental and hearing screenings.
- 10. Communicable Disease** – No report.
- 11. Lead Prevention** – Liz Rosin reported that contract negotiations have begun for the lead prevention program for 2023. Objectives will be determined by Liz and Todd.
- 12. Immunization** – Meghan Pauly reported that the September and October vaccine clinics were well attended.
- 13. Maternal and Child Health** – Claire Holzschuh reported that she is continuing outreach local child care centers for re-designation as breastfeeding friendly. Training was conducted at one center and the center staff will be completing assessments prior to receiving the re-designation certificate.
- 14. Dental Sealants** – No report.
- 15. Overdose Data to Action (MCAAP)** – Linda Palmbach reported that she will be meeting with the UWO students to assist them with their harm reduction project. MCAAP will be

meeting with the city of Shawano as they are looking to expand the project into that area.

16. Bioterrorism/Emergency Preparedness

- a. 2022 Mass Flu Clinic – Claire Holzschuh reported that the flu clinic was well attended with approximately 150 doses of flu vaccine administered.

17. Senior Center – Liz Rosin reported that the Senior Center budget was completed by Chloe Hansen-Dunn, and was submitted to finance. Chloe will present this budget to the Common Council.

18. COVID-19 Projects – Liz Rosin reported that the LTE staff is continuing to perform basic disease investigation for COVID cases.

E. ACTION ITEMS

None

F. ADJOURNMENT

Kristene Stacker moved to adjourn the meeting at 8:44 AM, seconded by Teresa Rudolph. The motion passed.

Next Meeting: December 9, 2022 8:00 AM – virtual option
Menasha City Hall
100 Main Street, Suite 100
Menasha, WI