

CITY OF MENASHA BOARD OF HEALTH
Minutes
December 9, 2022

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:07 AM

B. ROLL CALL

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

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

C. MINUTES TO APPROVE

1. BOH Meeting Minutes October 14, 2022

Kristene Stacker moved to approve the October 14, 2022 minutes, seconded by Candyce Rusin. The motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

- a. Health Department
 - i. COVID-19 Update – Kristine Hutter reported that a bivalent booster has been approved for the 5-11 age group. Kristine led a review of the data summary released December 1st. The state has launched a telehealth program for Covid-19 treatment. We are continuing to offer Covid vaccine clinics twice monthly.
 - ii. Budget and Contracts Updates – Kristine Hutter reported that the City budget for 2023 has been passed by the Common Council with no changes. The 2023 budget document can be found the City website. Health Department consolidated contracts (immunization, childhood lead, maternal/child health) have been renewed for 2023. We are expecting to receive a portion of an infrastructure grant awarded to the state from the CDC.
- b. Personnel
 - i. Posting Dental Assistant Position – Position posted to assist Claire Opsteen with dental procedures and screenings during the school year.
- c. Academic Affiliation Updates
 - i. University of Wisconsin-Oshkosh – Linda Palmbach reported that the UWO students presented their aggregate project. We will be hosting another group of students during the spring semester.
 - ii. Fox Valley Technical College – Claire Opsteen reported that the Fox Valley Technical College dental students assisted with screenings and will start back in January for dental presentations.
- d. National Association of Local Boards of Health/WALHDAB Communications – Kristine discusses communications from these entities to board members. She will look into getting board members added to mailing lists/emails from both organizations.

2. **Employee Safety** – Todd Drew reported that CVMIC completed forklift safety training and certification. A drill of City Hall panic buttons (maintained by MJSD) was conducted. Todd will be conducting a mock building safety audit.
3. **Sealer of Weights and Measures** – Todd Drew reported that he attended a training on class 2 scales and a regional meeting. Testing was completed at one gas station in the city.
4. **Environmental Health** – Todd Drew reported that he is completing routine food and tattoo establishment inspections. He has completed 4 DNR inspections and responded to 7 health hazard complaints. Todd is working on an updated draft of the nuisance health hazard ordinance. He attended the NE Regional Supervisors Meeting.
5. **Public Health Department**
 - a. Communicable Disease Report: October, November 2022 – Kristine Hutter shared the reports October and November 2022.
 - b. Weekly Respiratory Report – Kristine Hutter shared the respiratory virus surveillance report for week ending November 26, 2022.
 - c. Public Health Nursing Updates – No report.
6. **Health Screening 60+** – Meghan Pauly reported that she continues to do blood pressures at the Senior Center. Meghan will be teaching Stepping On starting February 3rd. She and Kortney have begun planning the summer session of Tai Chi, and she will be teaching Healthy Living with Diabetes again in the fall. The grant contract from Winnebago County has been received for 2023 for 60+ programs and the Senior Center. Funding will remain level from 2022 to 2023.
7. **Prevention** – Claire Holzschuh reported the program tracking spreadsheet is being utilized to compile data for the 2022 annual report. Claire is working on prepping the sheet for use in 2023.
8. **School Health Aides** – No report.
9. **Dental Program** (screening, fluoride varnish, children and youth with special healthcare needs) – Claire Opsteen reported that the fall screenings are complete and the decay rate went down from 9.9% to 7.5%. Fall fluoride applications have been completed as well. Dental presentations will begin in January.
 - a. Medicaid Claims – Medicaid claims will now be billed at the full amount of the service instead of the allowable amount as to not miss out on reimbursable funds.
10. **Communicable Disease** – No report.
11. **Lead Prevention** – Todd Drew reported that he has been recertified as a risk assessor. The state is going lead testing in water for childcare centers.
12. **Immunization** – Meghan Pauly reported that the NE Wisconsin Immunization Coalition has applied for a \$25,000 grant to be used for the Coalition’s website. Liz Rosin has been appointed to the board of NEWIC.
13. **Maternal and Child Health** – Claire Holzschuh reported that she has re-designated a local childcare center as breastfeeding friendly. She will continue outreach to local centers in 2023.
14. **Dental Sealants** – No report.
15. **Overdose Data to Action (MCAAP)** – Kristine Hutter reported that we have received a signed contract for year 4 of this project.

- 16. Bioterrorism/Emergency Preparedness** – Claire Holzschuh reported that the Tri-County HERC after action report for Covid-19 response is being assembled by a consulting service. Claire attended the Red Cross sheltering training and a damage assessment training.
- 17. Senior Center** – Kristine Hutter reported that a second Clerk was hired to work 10 hours per week at the Senior Center.
- 18. COVID-19 Projects** – Meghan Pauly reported the Covid-19 vaccine clinics are slowing down a bit, with the next clinic scheduled for December 21st. Kristine Hutter reported the LTE staff is continuing to perform basic disease investigation for COVID cases. We will be phasing out contact tracing and disease investigation as funding for these employees will end in 2023.

E. ACTION ITEMS

None

F. ADJOURNMENT

Kristene Stacker moved to adjourn the meeting at 8:55 AM, seconded by Teresa Rudolph. The motion passed.

Next Meeting: January 13, 2022 8:00 AM – virtual option
Menasha City Hall
100 Main Street, Suite 100
Menasha, WI