

**CITY OF MENASHA BOARD OF HEALTH**  
**Minutes**  
**March 11, 2022**

**CALL TO ORDER**

Meeting called to order by Candyce Rusin at 8:02 AM

**A. 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

Guest: Tiffany Lila, UWGB RN to BSN student

**B. MINUTES TO APPROVE**

1. BOH Meeting Minutes January 14, 2022

Teresa Rudolph moved to approve the January 14, 2022 minutes, seconded by Kristene Stacker. The motion passed.

**C. REPORT OF DEPT HEADS/STAFF/CONSULTANTS**

**1. Administrative**

- a. Health Department
  - i. COVID-19 Presentation – Kristine Hutter led a review of the City of Menasha COVID-19 Pandemic Resilient Plan. Case counts have moved to the “high” burden class and are steadily declining. The CDC’s new “Covid-19 Community Level” metric was explained. 61.6% of the eligible population in the City have received at least one dose of vaccine, with 58.7% completing the vaccine series.
  - ii. Budget and Contracts Updates – No report.
- b. Personnel
  - i. LTE PHN Position – Kristine Hutter reported that Gina Phillips was hired for the LTE PHN position focusing primarily on Covid-19 efforts. Gina had previously been working with the department as an LTE Disease Investigator/Contact Tracer.
  - ii. Dental Assistant Position – This position has been posted and will assist Claire Opsteen with the school dental programs.
- c. Academic Affiliation Updates
  - i. University of Wisconsin Green Bay – Meghan Pauly reported that the student she is hosting, Tiffany Lila, will be working on a project focusing on nutrition. Tiffany’s project, an interactive bulletin board, will be displayed at the Senior Center.
  - ii. University of Wisconsin Oshkosh – The UWO students will be hosting a self-care fair at the Senior Center for their aggregate project. The self-care fair will take place on April 21<sup>st</sup> and will include a wheelchair wash.
  - iii. Fox Valley Technical College – Dental students have been assisting Claire with fluoride varnishes and sealants.

2. **Employee Safety:** Todd Drew reported that respiratory fit testing is complete. Employee hearing screening is scheduled in April. Purchases are being made for the 50/50 CVMIC safety grant. Regularly scheduled safety meetings are being conducted.
3. **Sealer of Weights and Measures:** No report.
4. **Environmental Health:** Todd Drew has been conducting routine inspections. 4 pre-inspections have been conducted for new/change of operator establishments. Todd investigated 7 human health hazard complaints, one resulted in the property being placarded. Claire Holzschuh took the rabies control program and is now a trained observer.
5. **Public Health Department**
  - a. Communicable Disease Report: January, February 2022 – Kristine Hutter shared the report from January and February 2022.
  - b. Public health nursing updates – No report.
  - c. School nursing updates – Linda Palmbach reported that Menasha schools are now mask optional. Covid-19 cases are declining in the schools, but nurses have been seeing more GI illnesses.
6. **Health Screening 60+:** Meghan Pauly reported that the Stepping On class will begin on March 22<sup>nd</sup>. She will be going back to Lakeside Commons to provide services starting the end of April. Tai Chi classes will begin on May 10<sup>th</sup> at Barker Farms. Claire Opsteen will be doing dental screenings at the Senior Center in June.
7. **Prevention** – Kristine Hutter reported that prevention funds for 2022 are dedicated to department work, including quality improvement and performance management. Claire Holzschuh is working with the Clear Impact program on a results based accountability (RBA) certification course, which she will learn how to implement for the department.
8. **School Health Aides** – Kristine Hutter reported that there will be a vacancy for the 22-23 school year due to retirement.
9. **Dental Program** (screening, fluoride varnish, children and youth with special healthcare needs) – Claire Opsteen reported that she has been working on the United Way grant. She is continuing to do fluoride varnishes in the schools.
10. **Communicable Disease** – No report.
11. **Lead Prevention** – No report.
12. **Immunization**
  - a. VFC Clinics 2022 – Meghan Pauly reported that the schedule for January to June 2022 is complete. The January and February clinics were not attended, but the March clinic saw 4 appointments. The NEWIC meeting will be held in person at the end of April.
13. **Maternal and Child Health** – Claire Holzschuh reported that the MCH grant learning community will meet virtually on April 26<sup>th</sup> for the breastfeeding friendly objective.
14. **Dental Sealants** – Claire Opsteen reported that she has begun administering sealants at the schools.
15. **Overdose Data to Action (MCAAP)** – Kristine Hutter reported that we are still using Unity Recovery Services as a subcontractor to provide peer recovery services to Menasha residents who are enrolled in the program. Linda Palmbach stated that We Heart You will be hosting a community recovery seminar on March 30<sup>th</sup> from 1-5 at the Culver Family Welcome Center in Oshkosh.

- 16. Bioterrorism/Emergency Preparedness** – Claire Holzschuh reported that she and Kristine will be attending the Preparedness Summit in Atlanta in April. The department is on track for Public Health Emergency Preparedness deliverables and objectives.
- 17. Twenty Four/Seven** – No report.
- 18. Senior Center** – Kristine Hutter reported that the Menasha Senior Center is seeing more visitors now that the afternoon hours have been extended on Monday, Wednesday, and Thursday. Applicants for the LTE clerk will be interviewed soon.
- 19. COVID-19 Projects**
- a. Disease Investigation/Contact Tracing – Kristine Hutter reported that disease investigation/contact tracing is slower due to a low case load. She is working with LTE staff to perform other Covid related projects.
  - b. COVID-19 Vaccine Clinics
    - i. Health Department Clinic –Wednesday clinics are still being held with a lower turnout in the past month.
    - ii. Community Clinic Update – There is an opportunity to partner with the Tri-County Multicultural Communications Committee to host a clinic at the Menasha Library again in April and May.

#### D. ACTION ITEMS

##### Environmental Health Ordinance Revisions

- City of Menasha Human Health Hazard/Nuisance
- Retail Food, Recreational Licensing and Registration

Ordinance revisions were reviewed and discussed.

Kristene Stacker moved to approve the revisions to the City of Menasha Human Health Hazard/Nuisance and the Retail Food, Recreational Licensing and Registration ordinance, motion was seconded by Teresa Rudolph. The motion passed. Ordinance revisions will be submitted to the Administration Committee.

#### E. ADJOURNMENT

Teresa Rudolph moved to adjourn the meeting at 8:57am, seconded by Candyce Rusin. The motion passed.

Next Meeting: April 8, 2022 8:00 AM

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