

CITY OF MENASHA BOARD OF HEALTH
Minutes
May 13, 2022

CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:06 AM

A. ROLL CALL

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

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

B. MINUTES TO APPROVE

1. BOH Meeting Minutes April 8, 2022

Kristene Stacker moved to approve the April 8, 2022 minutes, seconded by Teresa Rudolph. 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 increased slightly, putting the city into the “high” burden class and moving the CDC’s community level metric into the medium category. 62% of the eligible population in the City have received at least one dose of vaccine, with 59.3% completing the vaccine series.
- ii. Budget and Contracts Updates – Kristine Hutter reported that yearly spending is on track, with a couple of grants ending on June 30th. We received additional funding for the emergency preparedness grant and received notice that funding for one of our Covid-19 grants, previously set to end in October 2022, has been extended through June 2023.
- iii. 2021 Annual Report Final – Committee reviewed the final draft of the 2021 Annual Report, prepared by Claire Holzschuh.

b. Personnel

- i. Public Health Summer Intern – Kristine is interviewing candidates for a Public Health Summer Intern position to begin in June. This position will be funded through a workforce development grant.
- ii. Health Aide Retirement – Kristine reported that she will be recruiting for 2 open Health Aide positions due to a retirement and resignation.

c. Academic Affiliation Updates

- i. University of Wisconsin Green Bay – Meghan Pauly reported that UWGB student Tiffany Lila has completed her hours for the semester.
- ii. University of Wisconsin Oshkosh – The UWO students have completed their hours for the semester. They assisted with AED drills prior to completing their hours and all schools are now recertified for Project ADAM.

2. Employee Safety: No report.

3. **Sealer of Weights and Measures:** No report.
4. **Environmental Health:** No report.
5. **Public Health Department**
 - a. Communicable Disease Report: April 2022 – Kristine Hutter shared the report from April 2022.
 - b. Public health nursing updates – No report.
 - c. School nursing updates – Linda Palmbach reported that the nurses are working with the schools to procure band aids representing all skin tones.
6. **Health Screening 60+:** Meghan Pauly reported that Tai Chi classes and Walking Club started this week. Wellness labs are scheduled to take place on July 29th at the Senior Center.
7. **Prevention** – Kristine Hutter reported that she will be having a mid-year check in with the regional representative for the prevention grant, and will be choosing next year’s objectives at that time. Negotiations have begun for the 2022-2023 grant cycle, which will begin in October.
8. **School Health Aides** – Kristine Hutter reported that school health aides continue to assist with Covid cases and tracking in the schools. It is undetermined if they will be working additional hours during the 22-23 school year.
9. **Dental Program** (screening, fluoride varnish, children and youth with special healthcare needs) – No report.
10. **Communicable Disease** – No report.
11. **Lead Prevention** – No report.
12. **Immunization**
 - a. VFC Clinics 2022 – Meghan Pauly reported that the VFC clinic schedule is completed through the end of the year. We will have additional vaccination hours during the August clinic as this is historically well-attended. The influenza clinic date has been set for October 6th. We passed the virtual site visit with no concerns.
13. **Maternal and Child Health** – Claire Holzschuh reported that she is attending breastfeeding friendly childcare trainings as part of the yearly objectives.
14. **Dental Sealants** – Claire Opsteen is currently working on end of year paperwork for the Seal a Smile grant.
15. **Overdose Data to Action (MCAAP)** – Kristine Hutter reported that the MCAAP group is working on the “First 100” report, which will be presented to Common Council upon completion.
16. **Bioterrorism/Emergency Preparedness** – Claire Holzschuh reported that the grant objectives for the year are nearly complete. An After Action Report (AAR) will complete the yearly objectives for this grant cycle, which ends on June 30th. Claire is working with the Appleton Health Department to complete this report.
17. **Twenty Four/Seven** – No report.
18. **Senior Center** – Kristine Hutter reported that the Menasha Senior Center is seeing good participation numbers and they are working on staffing for the summer months.
19. **COVID-19 Projects**
 - a. Disease Investigation/Contact Tracing – Kristine Hutter reported that disease investigation/contact tracing has picked up a bit with the increase in cases. LTE staff is currently able to provide follow up on all cases.

- b. COVID-19 Vaccine Clinics
 - i. Health Department Clinic – Weekly vaccine clinics are being held on Wednesday mornings.
 - ii. Community Clinic Update – The clinic hosted by Tri-County Multicultural Communications Committee at the Menasha Library on April 27th saw approximately 40 clients. We will be back at the Menasha Library to participate in a second clinic on May 19th.

D. ACTION ITEMS

E. ADJOURNMENT

Teresa Rudolph moved to adjourn the meeting at 8:56 AM, seconded by Candyce Rusin. The motion passed.

Next Meeting: June 10, 2022 8:00 AM – virtual option

Menasha City Hall

100 Main Street, Room 207

Menasha, WI