

CITY OF MENASHA BOARD OF HEALTH
Minutes
July 8, 2022

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:14 AM

B. ROLL CALL

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

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

Guest: Olivia Meissner, Public Health Summer Intern

C. MINUTES TO APPROVE

1. BOH Meeting Minutes July 8, 2022

Teresa Rudolph moved to approve the July 8, 2022 minutes, seconded by Kristene Stacker. The motion passed.

D. 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 Data Summary. Data summaries are now being released every other week, aligned with the timing of Common Council meetings with the most recent summary released June 30th. Wisconsin Department of Health Services has announced that children age 6 months and older are now eligible to receive the COVID-19 vaccine. Currently 62.1% of the eligible population in the City have received at least one dose of vaccine and 59.4% have completed the vaccine series. Case counts remain in the “high” burden class and the CDC’s community level metric is now in the low category.
- ii. Budget and Contracts Updates – Kristine Hutter reported that the contract year for the Communicable Disease and Bioterrorism grants ended on June 30th. Kristine and Claire Holzschuh are working on the Public Health Emergency Preparedness contract, which renewed July 1st.

b. Personnel

- i. Public Health Summer Intern – Olivia Meissner is a current UW-La Crosse student. Her projects include a performance management tool and working on the Public Health Accreditation Board requirements. She started on June 1st and will work until August 19th.
- ii. School Health Aide Position – Kristine reported that they have received applications for the two open school Health Aide positions.

c. Academic Affiliation Updates – No report.

2. **Employee Safety:** Todd Drew reported that active threat training was held at the library in June.

- 3. Sealer of Weights and Measures:** Todd Drew reported that Claire Holzschuh has been conducting pricing audits. Two establishments failed and incurred reinspection fees.
- 4. Environmental Health:** Todd Drew reported that June 30th marked the end of the establishment license year. He has been responding to various complaints including restaurant, human health hazard, lead/asbestos, and animal bites. Many complaints have been related to code violations, which Todd is handling in the absence of a code enforcement officer. HR is currently interviewing candidates for the open code enforcement position.
- 5. Public Health Department**
 - a. Communicable Disease Report: May, June 2022 – Kristine Hutter shared the reports from May and June 2022.
 - b. Public health nursing updates – No report.
 - c. School nursing updates – Linda Palmbach reported that the nurses are working on sending out letters for children who are behind on school vaccinations.
- 6. Health Screening 60+:** Meghan Pauly reported that she and Kortney are done with Tai Chi classes. Walking club will run through August 26th. Wellness labs are scheduled to take place on July 29th at the Senior Center.
- 7. Prevention** – Claire Holzschuh is currently working with Olivia Meissner on her performance management project.
- 8. School Health Aides** – No report.
- 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** – Meghan Pauly reported that the VFC clinics have not been attended over the past two months. She is currently working on the Vaccines for Children yearly reenrollment.
- 13. Maternal and Child Health** – Claire Holzschuh reported that she is working with local child care centers to get them designated, or re-designated, as breastfeeding friendly. She is continuing to join the BFAN (breastfeeding alliance of northeast Wisconsin) meetings.
- 14. Dental Sealants** – Claire Opsteen reported that she will be attending the annual Seal a Smile meeting on August 30-31.
- 15. Overdose Data to Action (MCAAP)** – Kristine Hutter reported that year 3 funding will end in August. Todd VanderGalen is working on harm reduction activities in the city. The MCAAP group is working on the “First 100” report, which will be presented to Common Council upon completion. Kristine is working on the application for year 4 funding, which will begin September 1st.
- 16. Bioterrorism/Emergency Preparedness** – Kristine Hutter reported that she and Claire Holzschuh will be submitting a proposed budget for the next funding year (7/1/22-6/30/23).
- 17. Twenty Four/Seven** – No report.
- 18. Senior Center** – Kristine Hutter reported that the Menasha Senior Center hired two additional clerks to cover summer hours.

19. COVID-19 Projects – Kristine Hutter reported that basic disease investigation is being done for COVID cases.

E. ACTION ITEMS

1. Policies and Procedure Review

- a. Spot Vision Screening (Lion’s Club)
- b. Audiology Screening
- c. Birth Record Utilization
- d. Blood Lead Level Results Follow Up
- e. Childhood Lead Poisoning Prevention Services
- f. TB: Accessing Services
- g. Dental Fluoride Varnish Program
- h. Dental Sealant Program
- i. Dental Infection Control

All action items reviewed, changes were discussed to the Dental Infection Control procedure. Claire Opsteen will update the procedure in accordance with the discussion.

F. ADJOURNMENT

Teresa Rudolph moved to adjourn the meeting at 8:53 AM, seconded by Kristene Stacker. The motion passed.

Next Meeting: August 12, 2022 8:00 AM – virtual option
Menasha City Hall
100 Main Street, Room 207
Menasha, WI