

CITY OF MENASHA BOARD OF HEALTH
Minutes
January 14, 2022

CALL TO ORDER

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

A. ROLL CALL

Present: Kristine Hutter, Candyce Rusin, Kristene Stacker

Staff Present: Claire Holzschuh, Larissa Keller, Claire Opsteen, Linda Palmbach

B. MINUTES TO APPROVE

1. BOH Meeting Minutes December 10, 2021

Candyce Rusin moved to approve the December 10, 2021 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 remain in the “critically high” burden class, with the highest case count ever seen in the City. The FDA, CDC, and Wisconsin Department of Health Services are now recommending booster doses for anyone age 12 and over. Booster doses can now be administered 5 months after completing the Pfizer or Moderna 2-dose series. 60.3% of the eligible population in the City have received at least one dose of vaccine, with 57.3% completing the vaccine series.
- ii. Budget and Contracts Updates – Kristine Hutter reported that the consolidated contracts were signed for 2022 and year end reporting for 2021 is in progress.

b. Personnel

- i. LTE PHN Position – Kristine Hutter reported that a position was approved for a limited term, full time Public Health Nurse. This position will be funded by Covid-19 grants for a period of three years spanning 2022-2024 and will focus primarily on Covid-19 efforts.
- ii. Dental Assistant Position – This position will assist Claire Opsteen with the school dental programs.

c. Academic Affiliation Updates

- i. University of Wisconsin Green Bay – Meghan will have a new student starting the week of January 24th.
- ii. University of Wisconsin Oshkosh – 8 new UWO students will be starting February 1st.
- iii. Fox Valley Technical College – Dental students will be assisting Claire Opsteen starting in February.

2. **Employee Safety:** Kristine Hutter reported on behalf of Todd Drew. CVMIC (Cities and Villages Mutual Insurance Company) held recognition awards and the Menasha Police Department received funding for its drone program.
3. **Sealer of Weights and Measures:** No report.
4. **Environmental Health:** No report.
5. **Public Health Department**
 - a. Communicable Disease Report: December 2021 – Kristine Hutter shared the report from December.
 - b. Public health nursing updates – Linda Palmbach reported that the nurses are assisting with the Covid cases.
 - c. School nursing updates – Kristine Hutter reported that Menasha schools have adopted new quarantine guidelines and are continuing mandatory masking requirements. They are experiencing a shortage of rapid antigen tests and are supplementing testing efforts with PCR tests.
6. **Health Screening 60+:** Kristine Hutter reported on behalf of Meghan Pauly. Meghan provided 19 services to 18 people in the month of December. December service offerings included blood pressure checks/wellness room, Lunch and Learn, and memory screening. Year to date, Meghan provided 218 services to 147 people.
7. **Prevention** – No report.
8. **School Health Aides** – Linda Palmbach reported that all aides continue to assist with COVID management and quarantine.
9. **Dental Program** (screening, fluoride varnish, children and youth with special healthcare needs) – Claire Opsteen reported that she has completed approximately 100 fluoride varnishes and has the oral health presentations scheduled. She is working on the United Way grant.
10. **Communicable Disease** – Claire Holzschuh reported that she updated Facebook and the Health Department website with the CDC’s updated Covid quarantine guidelines.
11. **Lead Prevention** – No report.
12. **Immunization**
 - a. Vaccines For Children Clinics 2021 – 2021 clinics are complete.
 - b. VFC Clinics 2022 – The schedule for January to June 2022 has been finalized.
13. **Maternal and Child Health** – Kristine Hutter reported that Covid-19 and breastfeeding were selected as 2022 objectives.
14. **Dental Sealants** – No report.
15. **Overdose Data to Action (MCAAP)** – Kristine Hutter reported that we are currently within year 3 of this grant and have been notified of a fourth year with the same level of funding.
 - a. Carry Over Budget – Kristine and Todd Vander Galien of Unity Recovery Services have identified funds to be used for an outreach report.
16. **Bioterrorism/Emergency Preparedness** – Claire Holzschuh reported that she has been working mainly on Covid response and vaccine clinics.
17. **Twenty Four/Seven** – No report.
18. **Senior Center** – Kristine Hutter reported that the Menasha Senior Center operating hours have changed to Monday, Wednesday, Thursday from 8am-4pm, Tuesday and Friday from 8am-1pm. The Center currently has a job posting for an LTE clerk position.
19. **COVID-19 Projects**

- a. Disease Investigation/Contact Tracing – Kristine Hutter reported that contact tracing is unable to take place currently due to the high case load. Disease investigators have been unable to reach all positive cases by phone, so letters are being sent to all positive cases as well.
- b. COVID-19 Vaccine Clinics
 - i. Health Department Clinic –Turnout remains high for our Wednesday clinics.
 - ii. Community Clinic Update – A clinic event was held on January 12th at the Library and was coordinated by Red Shoes and other community organizations. There was a large turnout with over 100 doses delivered in all age groups. A second dose event will take place on February 3rd.

D. ACTION ITEMS

None

E. ADJOURNMENT

Candyce Rusin moved to adjourn the meeting at 8:45am, seconded by Kristine Hutter. The motion passed.

Next Meeting: February 11, 2022 8:00 AM – Virtual Option
Menasha Health Department 100 Main Street, Suite 100 Menasha, WI