

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA  
BOARD OF HEALTH  
Menasha Health Department  
100 Main Street, Menasha  
May 12, 2023 – 8:00AM  
Board of Health Meeting  
AGENDA**

**To join the Board of Health meeting:**

From your computer, tablet or smartphone:

<https://meet.goto.com/767808509>

Dial in using your phone:

United States: [+1 \(669\) 224-3412](tel:+16692243412)

Access Code: 767-808-509

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. BOH Meeting Minutes April 14, 2023
- D. REPORT OF DEPARTMENT HEAD/STAFF/CONSULTANTS
  - 1. Administrative
    - a. Health Department
      - i. COVID-19 Update
      - ii. Budget and Contracts Updates
    - b. Personnel
      - i. School Health Aide – Menasha High School
    - c. Academic Affiliation Updates
      - i. University of Wisconsin – Oshkosh
      - ii. University of Wisconsin – Green Bay
      - iii. Fox Valley Technical College
  - 2. Employee Safety
  - 3. Sealer of Weights and Measures
  - 4. Environmental Health
  - 5. Public Health Department
    - a. Communicable Disease Report: April 2023
  - 6. Health Screening 60+
  - 7. Prevention
  - 8. School Health Aides
  - 9. Dental Program (screening, fluoride varnish, sealants)
  - 10. Communicable Disease
  - 11. Lead Prevention
  - 12. Immunization

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 920-967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Kristine Hutter, Kristene Stacker, Teresa Rudolph, Candyce Rusin

13. Maternal and Child Health
14. Overdose Data to Action (MCAAP)
15. Bioterrorism/Emergency Preparedness
16. Senior Center
17. COVID-19 Projects

E. ACTION ITEMS

1. Variance Requests and Approvals – HACCP Validation Policy

F. ADJOURNMENT

Next Meeting: June 9, 2023 8:00 AM – Virtual Option

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

**CITY OF MENASHA BOARD OF HEALTH**  
**Minutes**  
**April 14, 2023**

**A. CALL TO ORDER**

Meeting called to order by Candyce Rusin at 8:03 AM

**B. ROLL CALL**

Present: Kristine Hutter, Teresa Rudolph, Candyce Rusin

Excused: Kristene Stacker

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

Guest: Kia Ademi, UWGB RN to BSN student

**C. MINUTES TO APPROVE**

1. BOH Meeting Minutes March 10, 2023

Teresa Rudolph moved to approve the March 10, 2023 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 led a review of the City’s COVID-19 data summary dated April 13, 2023. The Say Yes! Covid Test website remains active and the free test kit ordering will continue until the end of May or as inventory allows. The state telehealth treatment program will continue through April 2024.
- ii. 2022 Annual Report – The Board received a copy of the 2022 Annual Report.

b. Personnel

- i. School Health Aide – Menasha High School – Interviews are being conducted for this position.

c. Academic Affiliation Updates

- i. University of Wisconsin-Oshkosh – Linda Palmbach reported that the UWO students are working on their aggregate project and will be presenting on May 14<sup>th</sup>.
- ii. University of Wisconsin-Green Bay – Meghan Pauly reported that her student, Kia, will be completing her hours at the end of April and revised the school immunization letters as her semester project.
- iii. Fox Valley Technical College – The FVTC dental assistant students are helping Claire Opsteen with sealants.
- iv. Marian University – Linda Palmbach reported that her Marian University student presented at Lakeside Commons regarding suicide prevention and crisis intervention and has completed her hours.

2. **Employee Safety** – Todd Drew reported that regular safety meetings are being conducted. A statewide fire/storm drill will take place on April 19<sup>th</sup>. The CVMIC safety grant will be used to fund an overhaul of the current lockout/tag-out program.

3. **Sealer of Weights and Measures** – Todd Drew reported that he has started testing gas pumps. The newly planned Kwik Trip will bring an additional 70 gas pumps, 3 scales, and pricing audits to this program.
4. **Environmental Health** – Todd Drew reported that his state FSR audit was closed out and his standardization is complete. He is continuing routine inspections of restaurants, while Claire Holzschuh inspects the current tourist rooming houses. Todd assisted the MPD on a drug abatement case in which a house was placarded and citation issued. He has followed up on 7 human health hazard complaints and completed 3 DNR inspections. Plans for the new Kwik Trip have been reviewed and approved. Todd attended the Food Safety Advisory Committee and the WAHL DAB environmental meetings.
5. **Public Health Department**
  - a. Communicable Disease Report: March 2023 – Kristine Hutter shared the report for March 2023 and the year to date.
6. **Health Screening 60+** – Meghan Pauly reported that the falls prevention class, Stepping On began on March 31<sup>st</sup>. Meghan and Kortney's Tai Chi class will begin June 14<sup>th</sup>.
7. **Prevention** – Kristine Hutter reported that Claire is currently focused on Community Health Assessment activities.
8. **School Health Aides** – No report.
9. **Dental Program** (screening, fluoride varnish, sealants) – Kristine Hutter reported on behalf of Claire Opsteen. Claire is finishing the last fluoride applications at the schools in April and May and has one school left for sealant application. She will be conducting a free oral health/cancer screening at the Senior Center on April 25<sup>th</sup>.
10. **Communicable Disease** – No report.
11. **Lead Prevention** – Kristine Hutter reported that the project to replace the lead laterals in the City is almost complete with only one lateral left to be replaced.
12. **Immunization** – Meghan Pauly reported that re-enrollment into the VFC program will begin May 1<sup>st</sup>.
13. **Maternal and Child Health** – Claire Holzschuh reported that she has been working with the UWO-Fox Cities Children's Center in an effort to gain re-designation as breastfeeding friendly. Kortney and Claire attended the BFAN meeting on April 13<sup>th</sup>.
14. **Overdose Data to Action (MCAAP)** – Kristine Hutter reported that the Overdose to Action grant will end on August 31<sup>st</sup>. We will apply for additional funds if the state is rewarded funds from the CDC to continue the program.
15. **Bioterrorism/Emergency Preparedness** – Claire Holzschuh reported that she will meet all program deliverables by June 30<sup>th</sup>.
16. **Senior Center** – Kristine Hutter reported that the Center is assessing staffing needs in preparation for summer. Chloe Hansen-Dunn has contracted with a local nurse for onsite nail care.
17. **COVID-19 Projects** – Kristine Hutter reported that the LTE disease investigators ended March 31<sup>st</sup>. Gina Phillips will track Covid-19 outbreaks going forward. Covid-19 vaccine clinics will be integrated into our monthly VFC clinics starting in May.

E. ACTION ITEMS

None

F. ADJOURNMENT

Teresa Rudolph moved to adjourn the meeting at 8:45 AM, seconded by Candyce Rusin. The motion passed.

Next Meeting: May 12, 2023 8:00 AM – virtual option

Menasha City Hall

100 Main Street, Suite 100

Menasha, WI

# Cumulative Report

Date Type: Create

Date Range: 04/01/2023 to 04/30/2023

Incident Jurisdiction: Menasha

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Suspect, Probable

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

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## All diseases except HIV and Lead

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<u>Disease Name</u>	<u>Number of Incidents</u>
CAMPYLOBACTERIOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	1
CORONAVIRUS, NOVEL 2019 (COVID-19)	22
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	1
SYPHILIS, EARLY NON-PRIMARY, NON-SECONDARY	1

Information contained on this form or report which would permit identification of any individual has been collected with a guarantee that it will be held in strict confidence, will be used only for surveillance purposes, and will not be disclosed or released without the consent of the individual in accordance with Section 308(d) of the Public Health Service Act (42 U.S.C. 242m).

# Cumulative Report

Date Type: Create

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Telephone: 9885297959

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## All diseases except HIV and Lead

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<u>Disease Name</u>	<u>Number of Incidents</u>
CAMPYLOBACTERIOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	19
CORONAVIRUS, NOVEL 2019 (COVID-19)	159
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	1
GONORRHEA	1
HEPATITIS A	1
HEPATITIS C, ACUTE	1
HEPATITIS C, CHRONIC	1
INFLUENZA-ASSOCIATED HOSPITALIZATION	6
LYME LABORATORY REPORT	3
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	1
SYPHILIS, EARLY NON-PRIMARY, NON-SECONDARY	2
TOXOPLASMOSIS	1
TUBERCULOSIS, CLASS A OR B	1
TUBERCULOSIS, LATENT INFECTION (LTBI)	5

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