

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 14th.
- 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 19th. 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 31st. Meghan and Kortney's Tai Chi class will begin June 14th.
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 25th.
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 1st.
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 13th.
14. **Overdose Data to Action (MCAAP)** – Kristine Hutter reported that the Overdose to Action grant will end on August 31st. 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 30th.
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 31st. 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