

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
AGENDA**

**Menasha Health Department | 100 Main Street, Menasha
November 10, 2023 – 8:00AM**

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 October 20, 2023
- D. REPORT OF DEPARTMENT HEAD/STAFF/CONSULTANTS
 - 1. Administrative
 - a. 2024 Consolidated Contract
 - b. 2024 Budget
 - c. Students: University of Wisconsin – Oshkosh
 - 2. Employee Safety
 - 3. Sealer of Weights and Measures
 - 4. Environmental Health
 - 5. Public Health Department
 - a. Communicable Disease Report: October 2023
 - 6. Health Screening 60+
 - 7. Prevention
 - 8. School Health Aides
 - 9. Dental Program (screening, fluoride varnish, sealants)
 - 10. Communicable Disease
 - 11. Immunization
 - 12. Maternal and Child Health
 - 13. Bioterrorism/Emergency Preparedness
 - 14. Senior Center
- E. ACTION ITEMS
 - 1. Approval of Dr. Andrew Dunn as the Medical Advisor for the City of Menasha Health Department
- F. ADJOURNMENT

Next Meeting:
December 8, 2023 8:00AM – Virtual Option
Menasha Health Department
100 Main Street, Suite 100
Menasha, WI

"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, Candyce Rusin

CITY OF MENASHA BOARD OF HEALTH
Minutes
October 20, 2023

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:02 AM

B. ROLL CALL

Present: Kristine Hutter, Candyce Rusin, Kristene Stacker

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

Guest: Dr. Andrew Dunn

C. MINUTES TO APPROVE

1. BOH Meeting Minutes September 8, 2023

Kristene Stacker moved to approve the September 8, 2023 minutes, seconded by Candyce Rusin. The motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. **Introductions** – Introductions were made amongst board members, staff, and Dr. Dunn.
2. **Employee Safety** – Todd Drew reported that he is conducting regular safety meetings. The lockout tagout plan is being revised. He investigated 4 workplace accidents and completed a PPE risk assessment for staff in public works, engineering, parks, and police. Todd and the City Attorney are working on revisions to the City’s safety manual.
3. **Sealer of Weights and Measures** – Todd Drew reported that he is working to complete gas pump testing and attended the state Weights and Measures conference.
4. **Environmental Health** – Todd Drew reported that in the last month, he completed food safety inspections in the public schools and the pre-inspection for the new Kwik Trip location on Racine Street. He responded to a smoke complaint and received many complaints about the recent large blue-green algae bloom.
5. **Lead Prevention**
 - a. Elevated BLLs – Todd Drew reported that he and PHN Liz Rosin have been following up with 2 cases of children with elevated blood lead levels. Todd has completed a risk assessment on one of the houses and may conduct a risk assessment on the second home. The Lead Abatement Project Coordinator for Winnebago County will be involved in testing and further assessment.
6. **Administrative**
 - a. Public Health Infrastructure Grant – We were awarded a grant amount of \$100,990 by WI DHS DPS for a broad scope of work including employee retention, strategic planning, and staff development to be used in 2024. A small amount of this award (\$2,400) will be billed in 2023 for completion of the Foundational Public Health Services costing and capacity assessment.
 - b. 2024 Consolidated Contract – WI DHS has awarded the amounts for the 2024 consolidated contract. The amounts awarded for 2024 were level for lead prevention, lower for communicable disease and immunization, and higher for maternal child health, with an overall reward approximately \$500 higher than 2023.

- c. 2024 Budget – Common Council will be receiving the 2024 budget book within the next couple of days. Budget presentations will begin the first week of November. Kristine Hutter will be presenting the Health Dept budget on November 8th, along with Chloe Hansen-Dunn who will be presenting the Senior Center budget.
- 7. Public Health Department**
 - a. Communicable Disease Report: September 2023 – Kristine Hutter shared the report for September 2023. COVID-19 reporting is now classified as category 2. Positives will not be reported unless there is a pediatric death or hospitalization. This is the same as RSV and influenza.
 - 8. Health Screening 60+** - Meghan Pauly reported that walking club will be coming to an end next week. There were 21 seniors that received the high dose flu vaccine at the Senior Center, provided by Neenah Hometown Pharmacy. They will increase the availability of appointments next year due to high demand. Lunch & Learn presenters are booked through April 2024. Healthy Living with Diabetes was canceled due to low registration.
 - 9. Prevention** – Kristine Hutter and Claire Holzschuh met with the state representative to review the last cycle of funding, 10/1/22-9/30/23, and reported on the activities completed during the year. The current grant year began 10/1/2023.
 - 10. School Health Aides** – No report.
 - 11. Dental Program** (screening, fluoride varnish, sealants) – Claire Opsteen reported that she is finishing up fall dental and hearing screenings. Dental talks will begin in November, and sealants will begin in January. She has been receiving assistance from the UWO student nurses and FVTC dental assistant students.
 - 12. Communicable Disease** – Kristine Hutter reported that end of the year reporting is due soon for grant year 7/1/22-6/30/23. The contract for the grant year beginning 7/1/2023 has been signed.
 - 13. Immunization**
 - a. Influenza Vaccine Clinics – Meghan Pauly reported that 121 clients received a flu vaccine at our adult vaccine clinic in September, and our mass flu clinic in October saw 76 adult and 65 children vaccinated. We will provide influenza and COVID-19 vaccine during our monthly VFC clinics.
 - b. COVID-19 Vaccine – We are currently providing Moderna COVID-19 vaccine only to children who qualify for the VFC program.
 - 14. Maternal and Child Health** – Claire Holzschuh reported that blinds were installed in a second-floor conference room in City Hall, which will be designated as a private lactation space. Claire is working with HR to update the breastfeeding policy in the employee handbook.
 - 15. Overdose Data to Action (MCAAP)**
 - a. Final Program Report – Kristine Hutter reported that this will be the final month that this program will appear on the agenda as we are no longer receiving grant funding. We will still be able to send referrals to Unity Recovery Services, but the tracking piece of the program will cease without grant funding. Claire Holzschuh shared a draft copy of the final program report for MCAAP. A copy of this report will be shared with Common Council once it has been finalized.
 - 16. Bioterrorism/Emergency Preparedness** – Claire Holzschuh reported that our mass flu vaccine clinic doubled as an exercise in emergency preparedness. Claire will lead a hot wash and complete an after-action report. Her self-directed objective for the current grant year has been approved by DHS.

17. Senior Center – Kristine Hutter reported that the Center is back to fall/winter staff scheduling. The Senior Center budget will be presented to Council in conjunction with the Health Department budget. The budget includes a significant increase in staff wages due to the wage increases from the salary study, as well as a proposed position change which would increase staff hours at the Center.

E. ACTION ITEMS

None

F. ADJOURNMENT

Kristene Stacker moved to adjourn the meeting at 9:02 AM, seconded by Candyce Rusin. The motion carried.

Next Meeting: November 10, 2023 8:00 AM – virtual option

Menasha City Hall

100 Main Street, Suite 100

Menasha, WI

Cumulative Report

Date Type: Create

Date Range: 10/01/2023 to 10/31/2023

Incident Jurisdiction: Menasha

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Probable, Suspect

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

All diseases except HIV and Lead

<u>Disease Name</u>	<u>Number of Incidents</u>
BABESIOSIS	1
CHLAMYDIA TRACHOMATIS INFECTION	4
CORONAVIRUS, NOVEL 2019 (COVID-19)	19
E-COLI, ENTEROPATHOGENIC (EPEC)	1
EHRlichiosis, E. chaffeensis	1
GONORRHEA	1
HEPATITIS C, CHRONIC	1
LYME LABORATORY REPORT	2
MYCOBACTERIAL DISEASE (NON-TUBERCULOUS)	1
SILICOSIS	2
TUBERCULOSIS, LTBI - LABORATORY RESULTS ONLY	2

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

Date Range: 01/01/2023 to 10/31/2023

Incident Jurisdiction: Menasha

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Probable, Suspect

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

All diseases except HIV and Lead

<u>Disease Name</u>	<u>Number of Incidents</u>
ANIMAL BITE	1
BABESIOSIS	1
BLASTOMYCOSIS	1
CAMPYLOBACTERIOSIS	5
CHLAMYDIA TRACHOMATIS INFECTION	56
CORONAVIRUS, NOVEL 2019 (COVID-19)	246
E-COLI, ENTEROPATHOGENIC (EPEC)	5
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	1
EHRlichiosis, E. chaffeensis	1
GONORRHEA	11
HEPATITIS A	1
HEPATITIS B, CHRONIC	2
HEPATITIS C, ACUTE	1
HEPATITIS C, CHRONIC	4
INFLUENZA	10
INFLUENZA-ASSOCIATED HOSPITALIZATION	6
LYME LABORATORY REPORT	9
MYCOBACTERIAL DISEASE (NON-TUBERCULOUS)	3
REFUGEE MEDICAL SCREENING	6
SHIGELLOSIS	1
SILICOSIS	2
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	2
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	1

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Date Type: Create

Date Range: 01/01/2023 to 10/31/2023

Incident Jurisdiction: Menasha

Health Jurisdiction: Health Jurisdiction

Outbreak Jurisdiction:

Transmission Status:

Resolution Status: Confirmed, Probable, Suspect

Process Status:

Prepared By: WEDSS (Preparer's Title)

Telephone: 9885297959

Fax: 9848999801

All diseases except HIV and Lead

<u>Disease Name</u>	<u>Number of Incidents</u>
STREPTOCOCCUS PNEUMONIAE, INVASIVE DISEASE	1
SYPHILIS, EARLY NON-PRIMARY, NON-SECONDARY	3
SYPHILIS, SECONDARY	1
SYPHILIS, UNKNOWN DURATION OR LATE	2
TOXOPLASMOSIS	1
TUBERCULOSIS, CLASS A OR B	1
TUBERCULOSIS, LATENT INFECTION (LTBI)	7
TUBERCULOSIS, LTBI - LABORATORY RESULTS ONLY	3
YERSINIOSIS	1

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