

CITY OF MENASHA BOARD OF HEALTH
Minutes
September 8, 2023

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:08 AM

B. ROLL CALL

Present: Kristine Hutter, Candyce Rusin, Kristene Stacker

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

C. MINUTES TO APPROVE

1. BOH Meeting Minutes August 11, 2023

Kristene Stacker moved to approve the August 11, 2023 minutes, seconded by Candyce Rusin. The motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

- a. Agreements with De Pere Update – Kristine Hutter reported that the agreements between the City of De Pere and the City of Menasha have been approved by the Administrative Committee and are on the agenda for Common Council to review on September 18th.
- b. Northeast Region WAHLDAB Board Position – Kristine Hutter reported that she was elected to the position of Board Treasurer. Todd Drew is chairperson of the Northeast Region Environmental Health WAHLDAB.
- c. Dental Assistant/Screening Position – Kristine Hutter reported that an offer was made and accepted.

2. Employee Safety – Todd Drew reported that regularly scheduled Employee Safety Committee meetings continue. Todd has a chiropractor scheduled to come in for training the staff on proper ergonomics and stretching. Suspicious package training was conducted for front-line city hall and library staff.

3. Sealer of Weights and Measures – Todd Drew reported that he is working to complete gas pump testing.

4. Environmental Health – Todd Drew reported that in the last month, he has licensed two new establishments and one change of ownership license. He issued a hold order on a winery on Main Street. Todd placarded a car containing harmful drug residue in conjunction with a large drug operation. There were 8 animal bites reported. The Board discussed dogs in public parks and concerns regarding the chicken ordinance as we come into colder months.

5. Public Health Department

- a. Communicable Disease Report: August 2023 – Kristine Hutter shared the report for August 2023.

6. Health Screening 60+ – Meghan Pauly reported that she provided 80 services to 59 people during the month of August. Services included wellness room and blood pressures, Walking Club, and Memory Café. Hometown Pharmacy will be at the Senior Center on September

28th providing high dose and regular adult flu vaccine by appointment. Meghan will be teaching Healthy Living with Diabetes beginning on October 17th.

7. **Prevention** –Kristine Hutter and Claire Holzschuh continue to work on the 2023 Community Health Assessment.
8. **School Health Aides** – All five school health aides are now working their normally scheduled hours. The first day of school was September 5th.
9. **Dental Program** (screening, fluoride varnish, sealants) – Kristine Hutter reported on behalf of Claire Opsteen. Scheduling for the fall dental and hearing screenings is complete. UWO nursing students and FVTC dental assistant students will help with the screenings. Claire attended the WI Seal-A-Smile annual meeting and accepted two awards on behalf of the City of Menasha Seal-A-Smile program, one for completing 100% of the schools served and the other for seeing 100% of the students enrolled in the program. Chairperson Rusin asked that these awards be shared with the Common Council.
10. **Communicable Disease** – No report.
11. **Lead Prevention** – Todd Drew reported that there have been elevated blood lead levels detected in two children living in a rental on 4th Street. Todd and PHN Liz Rosin conducted a walk through of the house and the landlord is receptive to the necessary remediation. The children will be retested.
12. **Immunization** – Meghan Pauly reported that we ordered a combination MMR/Varicella vaccine for use during the VFC clinic which can be administered intermuscular instead of subcutaneous. The schedule for our 2024 VFC clinics has been finalized. We are holding a flu vaccine clinic on September 27th for staff members and our mass flu clinic will be held on October 12th.
13. **Maternal and Child Health** – Claire Holzschuh reported that she is working with the City’s HR manager to designate a second-floor conference room as a lactation room.
14. **Overdose Data to Action (MCAAP)** – Kristine Hutter reported that grant funding for this program has ended. The state was awarded additional funding from the CDC and will be using these funds to develop three harm reduction centers. Kristine will be working with our partners to determine if there are available funds to continue this program.
15. **Bioterrorism/Emergency Preparedness** – Claire Holzschuh reported that she is working on marketing and preparation for the October 12th mass influenza clinic.
16. **Senior Center** – Kristine Hutter reported that the Center is transitioning out of summer scheduling. She will be meeting with Chloe Hansen-Dunn to review scheduling and programming for the fall.

E. ACTION ITEMS

None

F. ADJOURNMENT

Kristene Stacker moved to adjourn the meeting at 8:48 AM, seconded by Candyce Rusin. The motion carried.

Next Meeting: October 20, 2023 8:00 AM – virtual option
Menasha City Hall
100 Main Street, Suite 100
Menasha, WI