



BOARD OF HEALTH

Meeting Minutes

January 29, 2016

Materials distributed at the meeting: Finance Report; Health Promotion Report; Human Resources Report; WIC Report; copy of Health Officer's presentation slides; and Public Health Notices – Listeria outbreak and Zika virus travel advisory.

- I. **Call to Order:** Kevin Hughes, Health Officer, called the annual organizational meeting of the Board to order at 10:00 a.m.
- II. **Roll Call – Members Present:** Art Adleman, Colleen Carrington-Atkins, Patty Cox, John Fuscone, Ken Hilliard, Steve Johnson, Evelyn Kolbe, Charles Lange, Phil Lewis, Jim Maike, Shelley Pinkelman, Denny Powers, Susan Rogers, Richard Schmidt, Ray Steinke, Wally Taranko, Gary Taylor, Charles Vayda, Hubert Zuiderveen
Member Absent: Craig Crambell
Staff Present: Anne Bianchi, Jane Drake, Kevin Hughes, Christine Lopez, Dr. Jennifer Morse, Sarah Oleniczak, Tom Reichard, Shelli Smith, Anne Young
Guests: Ed Kolbe, Jade Dottie
- III. **Approval of the Agenda:** Motion by Ray Steinke, seconded by Evelyn Kolbe to approve the agenda. *Motion carried.*
- IV. **Election of Chair:** Hughes summarized the Bylaws governing officer elections and committee appointments. Floor opened to nominations for Chair. Motion by Evelyn Kolbe, seconded by Susan Rogers, to nominate Ray Steinke as Chair. Motion by Evelyn Kolbe, seconded by Susan Rogers, to close nominations and elect nominee by unanimous acclamation. *Motion carried.*
- V. **Election of Vice-Chair and Secretary:** Motion by Art Adleman, seconded by Charles Lange to nominate Evelyn Kolbe as Vice-Chair. Motion by Susan Roberts, seconded by Hubert Zuiderveen, to close nominations and elect nominee by unanimous acclamation. *Motion carried.*
Motion by Evelyn Kolbe, seconded by Wally Taranko, to nominate Ken Hilliard as Secretary. Motion by Hubert Zuiderveen, seconded by Susan Rogers, to close nominations and elect nominee by unanimous acclamation. *Motion carried.*
- VI. **Approval of the Meeting Minutes:** Correction requested: remove Susan Rogers from list of members present. Motion by Jim Maike, seconded by Art Adleman, to approve minutes of the December 18, 2015, meeting as corrected. *Motion carried.*
- VII. **Appointments – Standing Committees:** Hughes explained the Bylaws require ten members each for the Personnel and Finance Committees, and two members from one county could not serve on the same committee. Members were invited to confer to determine county representation on each committee. Committee memberships established as follows:

<u>Personnel Committee</u>	
Patty Cox	Richard Schmidt
Evelyn Kolbe	Ray Steinke
Charles Lange	Gary Taylor
Chris Ortwein	Charles Vayda
Shelley Pinkelman	Hubert Zuiderveen

Finance Committee

Art Adleman	Steve Johnson
Colleen Carrington-Atkins	Phil Lewis
Craig Crambell	Denny Powers
John Fuscone	Susan Rogers
Ken Hilliard	Wally Taranko

VIII. **Call Committee Conferences:** Chair Steinke directed Personnel and Finance Committee members to go into conference to select a Chair and Vice-Chair for each committee.

IX. **Reconvene:** Chair Steinke reconvened meeting and accepted reports of committee officer elections, and appointed members to other standing committees as follows:

Finance Committee: Susan Rogers, Chair; Phil Lewis, Vice-Chair

Personnel Committee: Shelley Pinkelman, Chair; Chuck Lange, Vice-Chair

Executive Committee (*as defined in Bylaws*): Ray Steinke, Evelyn Kolbe, Ken Hilliard, Susan Rogers, Shelley Pinkelman

Bylaws Committee: Patty Cox, Ken Hilliard, Phil Lewis, Ray Steinke

Legislative Committee: Evelyn Kolbe, Chair

With respect to the MALPH Board, Hughes explained in prior years the Health Officer served as the agency representative, and suggested Chair Steinke be appointed as alternate representative. Motion by Evelyn Kolbe, second by Wally Taranko, to appoint Kevin Hughes as representative and Ray Steinke as alternate to the MALPH Board. Motion carried.

X. **Public Comment:** Anne Young introduced her guest, Jade Dodde, a student intern from Ferris State University. Susan Rogers also introduced Ms. Dodde as her granddaughter, and welcomed her to the meeting.

XI. **Committee Reports**

A. **Executive Committee:** No report.

B. **Finance Committee:** Susan Rogers, committee chair, said the committee did not meet and turned the report over to Christine Lopez. Lopez distributed the financial report for the month ended December 2015. According to the report, month end cash balance was \$3.6 million. December revenues totaled almost \$2.0 million, with \$1.7 million in expenses.

1. *Accounts Payable and Payroll – Action Item.* Motion by Susan Rogers, seconded by Hubert Zuiderveen, to approve Accounts Payable and Payroll total of \$1,501,175.38.

Roll Call vote:

Art Adleman	Yes	Charles Lange	Yes	Richard Schmidt	Yes
Colleen Carrington-Atkins	Yes	Phil Lewis	Yes	Ray Steinke	Yes
Patty Cox	Yes	Jim Maike	Yes	Wally Taranko	Yes
John Fuscone	Yes	Shelley Pinkelman	Yes	Gary Taylor	Yes
Ken Hilliard	Yes	Denny Powers	Yes	Charles Vayda	Yes
Steve Johnson	Yes	Susan Rogers	Yes	Hubert Zuiderveen	Yes
Evelyn Kolbe	Yes				

Motion Carried.

Lopez said the audit report was scheduled to be presented at the March board meeting. She also reported she received notice from the Missaukee County Treasurer to terminate the agreement for the County to serve as the depository of agency funds. Options and terms to continue the agreement were discussed. Lopez noted she brought for signature by the chair lease agreements for each county.

- C. **Personnel Committee:** Chair Shelley Pinkelman reported the committee did not meet. Kevin Hughes distributed the monthly report at the meeting. Hughes said the service contract with HUB would be extended through the fiscal year at the current fees and rates. The HUB representative would also be onsite one day a week, and would also meet with the leadership team and Board on a regular basis. Hughes also introduced the new Health Promotion Director, Michele “Shelli” Smith.
- D. **Legislative Committee:** Evelyn Kolbe noted two items were included in the Board materials that required action.

Motion by Evelyn Kolbe, seconded by Susan Rogers, to approve the 2016 Legislative Priorities as presented.

Roll Call vote:

Art Adleman	Yes	Charles Lange	Yes	Richard Schmidt	Yes
Colleen Carrington-Atkins	Yes	Phil Lewis	Yes	Ray Steinke	Yes
Patty Cox	Yes	Jim Maike	Yes	Wally Taranko	Yes
John Fuscone	Yes	Shelley Pinkelman	Yes	Gary Taylor	Yes
Ken Hilliard	Yes	Denny Powers	Yes	Charles Vayda	Yes
Steve Johnson	Yes	Susan Rogers	Yes	Hubert Zuiderveen	Yes
Evelyn Kolbe	Yes				

Motion Carried.

Next presented for Board consideration was a letter addressed to State legislators and expressing objections to new legislation concerning immunization waivers. Motion by Evelyn Kolbe, seconded by Art Adleman, to approve the letter as presented. Motion carried by unanimous acclamation.

Kevin Hughes announced the MALPH Legislative Day was scheduled for April 6, 2016. He also informed the Board staff supporting a substance abuse grant initiative were also planning an event and would be inviting State legislators representing districts in the agency’s jurisdiction. He requested Board consensus on scheduling the special legislative advocacy event. Shelley Pinkelman said a similar event was held in 2000 and was well received.

XII. Program Presentation

Kevin Hughes presented an overview of the agency’s successes and challenges. Copies of the slides from his presentation were distributed.

XIII. Program Reports

- A. Environmental Health: Monthly activities and quarterly quality assurance reports submitted with meeting materials. Tom Reichard reported inquiries from the public and media concerning lead exposure and lead levels were received following reports of the Flint water crisis. Questions regarding local rates of lead in water, and lead exposure in children were asked and answered. Tom Reichard advised Board members of the availability and fees associated with water testing for lead.
- B. Personal Health: Report submitted with meeting materials. Anne Young highlighted the recent CDC travel advisory concerning the Zika virus.
- C. WIC: Written report distributed at the meeting. Anne Bianchi highlighted the letter from the National WIC Association included with the meeting materials. The letter commended the agency for the work performed and results achieved on a grant project in Oceana County. The National WIC Association also signed an agreement to support a similar project in Lake County. Bianchi also advised the Board members that WIC services include lead screening for children.
- D. Health Promotion: Written report distributed at the meeting. Sarah Oleniczak highlighted new grant projects. She noted enrollment in the Marketplace health insurance would be closing the end of the month.

XIV. Administrative Reports

A. Medical Director: Report submitted with meeting materials. Dr. Jennifer Morse discussed the public health consequences of the repeal of Michigan’s motorcycle helmet laws. Her recommendations to the Board were:

- (1) Support National Highway Traffic Safety Administration advice for selecting and fitting of helmets by motorcycle drivers and passengers.
- (2) Consider requesting legislative action to re-enact mandatory helmet laws, or seek verification that repeal of the laws resulted in increased tourism revenue sufficient to offset added social and healthcare costs associated with injuries and deaths to helmetless riders.

Motion to approve the Medical Director’s recommendations by Shelley Pinkelman, seconded by Richard Schmidt. *Motion carried* by acclamation.

Dr. Morse also discussed a proposed resolution included with the meeting materials. The resolution would establish Board opposition to legalize recreational use of marijuana. Motion by Evelyn Kolbe, seconded by Patty Cox, to approve the resolution as presented.

Roll Call vote:

Art Adleman	Yes	Charles Lange	No	Richard Schmidt	Yes
Colleen Carrington-Atkins	No	Phil Lewis	No	Ray Steinke	Yes
Patty Cox	Yes	Jim Maike	No	Wally Taranko	No
John Fuscone	Yes	Shelley Pinkelman	No	Gary Taylor	No
Ken Hilliard	Yes	Denny Powers	Yes	Charles Vayda	No
Steve Johnson	Yes	Susan Rogers	(Absent)	Hubert Zuiderveen	No
Evelyn Kolbe	Yes				

Motion Defeated.

B. Health Officer: Written report distributed with meeting materials. Kevin Hughes highlighted a collaborative initiative to reduce infant mortality, and a cross-jurisdictional proposal to engage a public health professional to focus on Opioid and prescription drug abuse.

XV. Other Business

Kevin Hughes advised members of the upcoming NALBOH conference. Public Health notices on a Listeria outbreak and the Zika virus were also distributed.

XVI. Next Meeting

February 26, 2016, at 10:00 a.m. in the Wexford County office board room.

XVII. Adjournment

Chair Ray Steinke adjourned the meeting at 11:30 a.m.

Ray Steinke, Chair

Date

Ken Hilliard, Secretary

Date