



BOARD OF HEALTH

Meeting Minutes

April 29, 2016

Materials distributed at the meeting: Personal Health informational flyers – Rabies, Bats; Environmental Health – quarterly Quality Assurance report.

- I. **Call to Order:** Chair Ray Steinke called the meeting to order at 9:30 a.m. Steinke welcomed new member, Tom O’Neil, Mecosta County.
- II. **Roll Call – Members Present:** Colleen Carrington-Atkins, Patty Cox, John Fuscone, Ken Hilliard, Star Hughston, Steve Johnson, Evelyn Kolbe, Charles Lange, Phil Lewis, Jim Maike, Tom O’Neil, Denny Powers, Ray Steinke, Gary Taylor, Hubert Zuiderveen,
 - Members Excused:** Shelley Pinkelman, Richard Schmidt, Wally Taranko,
 - Members Absent:** Craig Crambell, Charles Vayda
 - Staff Present:** Anne Bianchi, Ted Dohnal, Jane Drake, Kevin Hughes, Christine Lopez, Dr. Jennifer Morse, Tom Reichard, Shelli Smith, Anne Young
 - Guests:** Celina Zuiniga, GVSU Student Intern, Health Promotion
- III. **Approval of the Agenda:** Motion by Hubert Zuiderveen, seconded by Jim Maike to approve the agenda. *Motion carried.*
- IV. **Approval of the Meeting Minutes:** Motion by Patty Cox, seconded by Phil Lewis, to approve minutes of the March 18, 2016, meeting as presented. *Motion carried.*
- V. **Public Comment:** Members were invited to sign a card for Richard Schmidt.
- VI. **Committee Reports**
 - A. Executive Committee: No meeting to report. Chair Ray Steinke said he, Evelyn Kolbe, Kevin Hughes and Sarah Oleniczak met with legislators in Lansing. Hughes noted a summary of the meetings was included in his report. He said he planned to hold a legislative day in the district sometime after the State accreditation visits in June.
 - B. Finance Committee: The committee did not meet. Committee Chair Colleen Carrington-Atkins invited Christine Lopez to present the financial report. Lopez noted the report covered transactions through March 31 – or halfway through the fiscal year. She said there was an increase in fund balance due to receipt of a payment of Medicaid cost settlement dollars from 2012. Report highlights: \$10.1 million in revenue received out of \$19.6 million budgeted; 82.65% of accounts receivable current; and current cash balance of \$4.3 million.
 - 1. *Accounts Payable and Payroll – Action Item.* Motion by Hubert Zuiderveen, seconded by Ken Hilliard, to approve Accounts Payable and Payroll total of \$1,456, 667.98.

Roll Call vote:

Colleen Carrington-Atkins	Yes	Steve Johnson	Yes	Denny Powers	Yes
Patty Cox	Yes	Evelyn Kolbe	Yes	Ray Steinke	Yes
John Fuscone	Yes	Charles Lange	Yes	Wally Taranko	Yes
Ken Hilliard	Yes	Jim Maike	Yes	Gary Taylor	Yes
Star Hughston	Yes	Tom O’Neil	Yes	Hubert Zuiderveen	Yes

Motion Carried.

Lopez reported on a potential change in the County depository of funds relationship with the Missaukee County Treasurer's office. She said on the advice of the agency auditor, she was meeting with Mason County and Missaukee County representatives to consider all options. She said she would bring a recommendation for Board consideration to the May 27 meeting.

- C. **Personnel Committee:** Committee did not meet. Kevin Hughes said the Committee is scheduled to meet May 6. The Committee will review a proposed personnel policy for recommendation to the full Board at the May meeting.
- D. **Legislative Committee:** Evelyn Kolbe and Kevin Hughes highlighted the MALPH Legislative Update included in the meeting materials. Hughes said he discussed proposed changes to immunization waiver rules with State legislators during the Day at the Capitol visits on March 23rd.

VIII. **Program Presentation – Environmental Health: Specialized Food Processing**

Ted Dohnal, Food Program Supervisor, Environmental Health, provided an overview of food processing licensing and inspections. He said recent advances in food processing technology, and new trends such as local foods and breweries, has created a need for more specialized food processing inspections in restaurants. He recently attended a training in specialized food processing provided by the U.S. Food and Drug Administration. He has been invited by the State to present the training to other Michigan inspectors, and will be working with the Michigan Restaurant Association on reviewing food processing license requirements.

IX. **Program Reports**

- A. Environmental Health: Monthly report submitted with meeting materials; quarterly Quality Assurance report distributed at the meeting. Tom Reichard reported there is a vacant Sanitarian position in Lake County which may cause delays in processing permits there.
- B. Personal Health: Monthly report submitted with meeting materials. Anne Young shared a recording of a report broadcast by National Public Radio. The NPR reporter interviewed Maternal/Child Nurse Jeannie Schnitker for the report.
- C. WIC: Monthly report submitted with meeting materials. Anne Bianchi reported that the State WIC office released caseload and funding allocations. The agency was granted full resident and migrant caseload funding retroactive to October 1 (the start of the fiscal year.) WIC agencies also received additional funding of \$3 per participant.
- D. Health Promotion: Monthly report submitted with meeting materials. Shelli Smith reported agency staff updated cancer prevention/education flyers for statewide distribution through the MALPH website. Also, 52 students were registered for an upcoming Substance Abuse Summit.

IX. **Administration Reports**

- A. Medical Director: Report submitted with meeting materials. Dr. Jennifer Morse provided an overview of Hepatitis C screening, treatment and prevention.
 - 2. *Approve Medical Director's Recommendation: (1) Encourage Hepatitis C screening for at risk groups; (2) Increase availability of Hepatitis C screening at the health department; (3) Support needle exchange programs if necessary to stop the spread of Hepatitis C or other blood borne pathogens.* Motion to approve by Evelyn Kolbe, seconded by Colleen Carrington-Atkins.
Motion Carried by unanimous acclamation.
- B. Deputy Health Officer: Report submitted with meeting materials. Sarah Oleniczak said in light of the number of calls and media requests concerning the Zika virus, the agency was evaluating its communications plans and strategies, and the role of the Public Information Officer.

- C. Health Officer: Report submitted with meeting materials. Kevin Hughes reported funding was approved for the cross-jurisdictional sharing project between DHD#10, and Mid- and Central Michigan District Health Departments. He said the Flint water crisis resulted in a re-alignment of bureaus and positions at MDHHS. According to MALPH, the changes will result in higher status for local public health. He also noted he and Sarah Oleniczak met with several of the County Boards of Commissioners, and expected to finish their reports to all of the counties by the end of May.

X. Other Business

Materials for the May 6 Personnel Committee meeting were distributed to members present.

XI. Next Meeting

The next regular meeting of the Board of Health is scheduled for May 27, 2016, at 9:30 a.m.

XII. Adjournment

Chair Ray Steinke adjourned the meeting at 10:52 a.m.

Ray Steinke, Chair

Date

Ken Hilliard, Secretary

Date