



BOARD OF HEALTH

Meeting Minutes

March 31, 2017

Materials distributed at the meeting: Summary of Opioid legislation and two fact sheets related to costs of marijuana legalization.

- I. **Call to Order:** Ray Steinke, Chair, called the meeting to order at 10:00 a.m.
- II. **Roll Call – Members Present:** Patty Cox, Pauline Jaquish, Bryan Kolk, Charles Lange, Jim Maike, Martha Meyette, Judy Nichols, Tom O’Neil, Shelley Pinkelman, Denny Powers, Joan Runnels, Richard Schmidt, Ray Steinke, James Sweet, Wally Taranko, Gary Taylor, Hubert Zuiderveen
Members Excused: Betty Dermeyer, Star Hughston
Member Absent: Phil Lewis
Staff Present: Jane Drake, Christine Lopez, Sarah Oleniczak, Tom Reichard, Anne Young
- III. **Approval of the Agenda:** Motion to approve by Shelley Pinkelman, seconded by Richard Schmidt. Motion carried.
- IV. **Approval of the Meeting Minutes:** Motion by Denny Powers, seconded by Hubert Zuiderveen, to approve minutes of the February 24, 2017, meeting. Motion carried.
- V. **Public Comment:** None.
- VI. **Committee Reports**
 - A. Executive Committee: Did not meet. No report.
 - B. Finance Committee: Richard Schmidt, committee chair, said the committee did not meet. Christine Lopez, Administrative Services Director, introduced Vicki Crouch, CPA. Copies of the audit report prepared by Crouch and the auditing firm, Layton and Richardson, P.C., were distributed with the meeting materials. Crouch reviewed the report and highlighted the management discussion and analysis sections and selected footnotes. She noted the auditor letter offered an “unmodified” opinion.

Crouch said the agency currently has a fund balance equal to about three months of expenditures. She advised the fund balance not fall below \$3 million to ensure expense increases or revenue reductions could be covered. Crouch also noted single audit requirements for federal grants now include specific language for written policies. She suggested the Board consider hiring a consulting firm to update the required policies. She said the audit went well and the books were in good order.
 1. *Accept FY 2015 Audit Report – Action Item.* Motion by Richard Schmidt, seconded by Jim Maike to accept the audit report as presented. Motion carried.

Jim Maike requested a report be given the following month on actions initiated in response to the auditor’s recommendations.

Christine Lopez presented the February financial report. The report balance sheet showed month-end assets at almost \$7.6 million. Year-to-date revenues totaled \$8.5 million, or about 54% of budget. Expenses for the same period totaled \$7.9 million. Lopez noted the aged receivable report showed all State funding due to date had been received.
 2. *Accounts Payable and Payroll – Action Item.* Motion by Denny Powers, seconded by Hubert Zuiderveen, to approve February Accounts Payable and Payroll total of \$1,587, 135.64.

Roll Call vote:

Patty Cox	Yes	Judy Nichols	Yes	Ray Steinke	Yes
Pauline Jaquish	Yes	Tom O'Neil	Yes	James Sweet	Yes
Bryan Kolk	Yes	Shelley Pinkelman	Yes	Wally Taranko	Yes
Charles Lange	Yes	Denny Powers	Yes	Gary Taylor	Yes
Jim Maike	Yes	Joan Runnels	Yes	Hubert Zuiderveen	Yes
Martha Meyette	Yes	Richard Schmidt	Yes		

Motion Carried.

- C. Personnel Committee: Shelley Pinkelman, committee chair, said the committee did not meet. Sarah Oleniczak, Deputy Health Officer, noted the report submitted with the meeting materials included information on potential legislation to assess taxes on health insurance.
- D. Legislative Committee. Shelley Pinkelman, chair, encouraged members to consider attending the MALPH Day at the Capitol on April 19. Sarah Oleniczak said MALPH sent a notice concerning proposed State legislation that would limit health department powers and modify immunization waiver rules. It was noted State Representative Michele Hoytenga is listed as a co-sponsor of the bill.

VIII. Program Reports

- A. Environmental Health: Monthly report included with meeting materials. Tom Reichard said the water laboratory received approval from the State for bacterial testing. He said he expected approval for nitrate testing in about a month. In response to a question, Reichard said a list of restaurants that received merit awards would be included in the materials for the April meeting.
- B. Personal Health: Monthly report included with meeting materials. Anne Young explained child death review teams. She said two DHD#10 nurses will receive training to participate in child death reviews.
- C. WIC: Monthly report distributed with meeting materials. Anne Bianchi was on vacation. Sarah Oleniczak provided an update on the fair hearing case discussed at the February meeting. She said the cost to pursue the case was more than the loss of formula. After consultation with State authorities, it was decided to drop the case.
- D. Health Promotion: Monthly report included with meeting materials. Sarah Oleniczak handed out a summary of Opioid legislation and two flyers targeted to State and city officials on facts related to financial and social costs of marijuana legalization.

VIII. Administration Reports

- A. Medical Director: Report sent with meeting materials. Dr. Jennifer Morse was on vacation. Sarah Oleniczak summarized the report and recommendation concerning the effectiveness of flu shots, and the need to encourage more people to get them.
 - 3. Motion by Shelley Pinkelman, seconded by Richard Schmidt, to approve the Medical Director's recommendation. Motion carried.
- B. Deputy Health Officer: Monthly report submitted with meeting materials. Sarah Oleniczak said she would present more information on the CHIR project at a future Board meeting. She said the CHIR initiatives offered potential for improving health outcomes in the region.
- C. Health Officer: Monthly report submitted with meeting materials. Kevin Hughes was on vacation. Sarah Oleniczak noted the report included updates on public health issues in the district including the detection of PFCs in groundwater at Camp Grayling, and a case of bovine TB in Newaygo County. She said Hughes asked that Board members let him know by the April meeting if they were interested in attending the annual NALBOH conference, August 2-4; to ensure discounted registration and lodging.

Oleniczak also reminded members of the April 19 legislative advocacy day in Lansing. She suggested a letter could be drafted to present to the legislators that day expressing opposition to the proposed legislation to limit health department powers and lessen requirements for immunization waivers education.

4. Motion by Hubert Zuiderveen, seconded by Richard Schmidt, to approve a letter expressing Board opposition to the proposed legislation. Motion carried.

IX. Other Business

Sarah Oleniczak said the Governor proposed additional funding for the Vapor Intrusion Program. As a follow-up to the discussion of the issue at the February meeting, Dr. Jennifer Morse drafted a letter requesting State legislators to support the proposed funding. Letters were prepared and signed by Ray Steinke, chair, and would be mailed that day.

X. Next Meeting

The next regular meeting of the Board of Health is scheduled for April 28 at 9:30 a.m. Members were reminded to note the earlier start time.

XI. Adjournment

Ray Steinke, Chair, adjourned the meeting at 10:42 a.m.

Ray Steinke, Chair

Date

Charles Lange, Secretary

Date