



BOARD OF HEALTH

Meeting Minutes

February 22, 2019

Materials Distributed at the meeting: On-Site Septic System Failure Report; MWA letter to MDHHS WIC Director; Executive Summary – ELPHS funding; Michigan Resource Stewards letter; Benefits of a Point of Sale (POS) Program

- I. **Call to Order:** Jim Maike, Chair, called the meeting to order at 10:00 a.m.
- II. **Introduction of New Employees:** New employees were welcomed and introduced.
- III. **Roll Call – Members Present:** Patty Cox, Betty Dermeyer, Steven Hull, Bryan Kolk, Pauline Jaquish, Charles Lange, Jim Maike, Dawn Martin, Martha Meyette, Judy Nichols, Tom O’Neil, Denny Powers, Roger Ouwinga, Shelley Pinkelman, Richard Schmidt, Ray Steinke, James Sweet, Gary Taylor, Hubert Zuiderveen

Members Excused: Phil Lewis

Staff Present: Anne Bianchi, Sara Bush, George Davis-Williams, Kevin Hughes, Elizabeth Johnson, Christine Lopez, Dr. Jennifer Morse, Tom Reichard, Anne Young, Sarah Oleniczak, Amelia Peets, Zoey Thayer.

- IV. **Approval of the Agenda:** Motion by Ray Steinke, seconded by Bryan Kolk. *Motion carried.* Substitution of committee chair names noted.
- V. **Approval of the Meeting Minutes:** Motion by Charles Lange, seconded by, Hubert Zuiderveen, to approve minutes of the January 25, 2019, meeting with corrections to committee assignments. *Motion carried.*
- VI. **Public Comment:** None.

VII. **Committee Reports**

A. Executive Committee discussed the legal process of revising the current Sanitary Code. Jim Maike presented the committee recommendation that a public hearing be held at the April 26 BOH meeting in Wexford County. Kevin Hughes explained the public hearing would suffice in place of the previous plan to hold a hearing in each county. Following the public hearing and BOH vote, the revised Sanitary Code will be sent to the individual counties for approval.

1. *Approve Executive Committee recommendation for a public hearing to be held during the April 26 BOH meeting - Motion by Ray Steinke, seconded by Judy Nichols. Motion carried.*

Hughes also noted recent office closures due to inclement weather. Under current policy, if county offices are closed for weather, the DHD#10 office in that county will also close. Hughes said there were some communications issues with the recent spate of closures. Following discussion, the Executive Committee consensus supported allowing closures upon decision of the Health Officer if circumstances and the safety of clients and employees warrant closing before notification from a county administration.

B. Finance Committee: Did not meet. Christine Lopez summarized the January 31, 2019, finance report. The balance sheet showed a total cash balance of \$6.7 million. Revenues for the month totaled \$1.4 million, and expenses were almost \$1.5 million, resulting in a decrease in fund balance.

2. *Approve Accounts Payable and Payroll:* motion by Ray Steinke, seconded by Hubert Zuiderveen, to approve January accounts payable and payroll total of \$1,468,932.36.

Roll Call Vote

Patty Cox	Yes	Dawn Martin	Yes	Denny Powers	Yes
Betty Dermyer	Yes	Martha Meyette	Yes	Richard Schmidt	Yes
Steven Hull	Yes	Judy Nichols	NP	Ray Steinke	Yes
Pauline Jaquish	Yes	Tom O'Neil	Yes	James Sweet	Yes
Bryan Kolk	Yes	Roger Ouwinga	Yes	Gary Taylor	Yes
Charles Lange	Yes	Shelley Pinkelman	Yes	Hubert Zuiderveen	Yes
Jim Maike	Yes				

Motion carried.

Richard Schmidt requested more information regarding PA2 funds that are to be used for prevention and treatment services. Sarah Oleniczak explained the agency recently applied for additional grant money and is awaiting a response to determine what funding will be made available.

- C. Personnel Committee: Did not meet. Kevin Hughes reported on the Michigan Paid Sick Leave Act to take effect in March. The agency believes it is currently providing the required amount of Sick Time benefits to its staff. If there is a legal challenge this may create the need to update policies in the future. Kevin highlighted the continued effort for creating a new Workforce Development Plan and the agency's partnering with MALPH for assistance with this project.
- D. Legislative Committee: Did not meet. Kevin Hughes extended an invitation to any members that want to attend the MALPH Day at the Capitol on Wednesday, April 10. This is an opportunity to meet with State legislators representing districts with counties served by DHD#10.

VIII. **Program Presentation:** *The Future of Public Health: Mentoring Nursing Students*

George Davis-Williams RN, BSN, presented an overview of the agency's internship program for mentoring nursing students. He highlighted the differences between in-patient hospital nursing and public health nursing. Doreen Byrne and George Davis-Williams met with nursing program directors to revamp the program. They updated the orientation from a half-day to six hours, introduced students to all services offered, provided interviews with public health nurses, and assigned a nurse mentor to each student.

The outcomes noticeably improved with increased staff participation, and better opportunities for the students to learn with more engagement. A closing session was added to correct any misconceptions students had about Public Health Nursing. This new approach has led to an increased interest in Public Health and the agency is now a preferred site for student nurses.

IX. **Program Reports**

- A. Environmental Health: Monthly report included with meeting materials. Tom Reichard distributed the On-Site Septic System Failure Report. The failure rate for on-site septic systems in our jurisdiction has been in the range of 0.3% to 1%, which is still well below the national average of 10% established by the EPA in 2000. Tom Reichard discussed the 463 failed septic systems that were reported in 2018. Most of these failures can be attributed to aging or undersized septic systems.
- B. Personal Health: Monthly report included with meeting materials. Anne Young highlighted the upcoming MDHHS Bureau of Laboratories training, *Laboratory Information Day for Local Public Health*, on Friday, March 8, 2019 in Big Rapids. Central Michigan District Health Department and Mid-Michigan District Health Department were invited to attend as well. She discussed the division's quality improvement projects including increasing MIHP enrollments for pregnant women in WIC, increasing

breastfeeding duration to 6 months of age, and a staff committee designated to work on an improved positive work environment.

- C. WIC: Monthly report included with meeting materials. Anne Bianchi distributed the Michigan WIC Association position statement submitted to Christina Herring, MDHHS WIC Division Director. The MDHHS decided to no longer redistribute returned or unused infant formula at the recommendation of the USDA and concerns over food safety. Even though it is not a USDA mandate, WIC offices are to dispose of any unused infant formula returned to the program. Expired formula has never been distributed or donated by the program. The primary concern of MDHHS is the tampering of and/or exposure to contaminants in the home even if the container remains sealed.
- D. Health Promotion: Monthly report included with meeting materials. Sarah Oleniczak reported this is the last year the agency will receive funding from the Tencon project funding. She discussed the number of funded SNAP grant projects happening right now within the agency. In March 2019, the agency will receive a \$40,000 grant to fund a one-year initiative from the Michigan Fitness Foundation to support healthy living in Michigan. She noted new funding from the Michigan Department of Education is available for School Safety and to expand behavioral health services in school districts that do not currently have an adolescent health clinic. The agency has been given the opportunity to request additional funding for four new behavioral health sites. Staff is currently working with Lake City Schools as well as Shelby High School, Mesick Elementary, and Hart Public Schools to expand the current Adolescent Health Centers to include Mental Health Services.

X. Administrative Reports

- A. Medical Director: Monthly report submitted with meeting materials. Dr. Jennifer Morse reported on the Medical Director role. Morse highlighted what it means to be a medical director and the expectations of this role. It is a legal requirement to have a Medical Director per the public health code. Dr. Morse is employed by the Board of Health. She covers 19 counties between Central Michigan Health Department, Mid-Michigan Health Department, and District Health Department #10. She serves as a resource to each county for education, public health policy, and program operation. Kevin Hughes added that workforce development and attracting nurse practitioners into our rural areas is essential. There were no official recommendations with this report.
- B. Deputy Health Officer: Monthly report included with meeting materials. Sarah Oleniczak highlighted the HUB Community Health Worker Program that showed a significant increase in enrollments during January. The agency received notice that a \$10,000 proposal was funded. This grant will be used to expand and revise the Cross Jurisdictional Sharing project to create a Workforce Development Plan. A Workforce Assessment and employee surveys will be completed in April and the plan should be finalized by the end of the fiscal year.
- C. Health Officer: Monthly report submitted with meeting materials. Kevin Hughes distributed an Executive Summary, Michigan Resource Stewards letter, and a summary of the Benefits of a Point of Sale Program. He reported on the continued efforts of the agency at the PFAS contaminated sites of Camp Grayling and a site in Baldwin where the agency will provide ongoing sampling and well monitoring.

He discussed the Executive order issued by Governor Gretchen Whitmer to reorganize the Department of Environmental Quality. The current Legislature has stopped this restructuring from moving forward. The agency will continue to follow this development and provide updates to the Board as they become available.

Hughes extended an invitation to Board Members to attend the NALBOH conference August 14-16. BOH members that are interested in attending should contact Jane Drake for more information.

Hughes presented an overview of the Public Health Advisory Council Funding Formula Workgroup. This workgroup was formed to consider the charge presented to MDHHS to develop and report to the

Legislature a revised distribution formula for Essential Local Public Health Services (ELPHS) funding. Michigan ranked as the 9th lowest in terms of state funding for public health in 2017. The proposed formula would require an additional \$6 million to \$8 million to hold all local health departments harmless. If no additional funding is made available, the workgroup strongly recommends that no changes be made to the current funding formula.

XI. **Other Business:** Martha Meyette requested more information about the increase in TB cases in Oceana County. Dr. Morse explained positive results are primarily latent cases that are found during pre-employment screenings. Oceana County also has a higher immigrant population than in other counties which could be contributing to the increase.

XII. **Next Meeting**

The next regular meeting of the Board of Health is scheduled for Friday, March 29, at 10:00 a.m. Members were advised to look for contact information at the bottom of the agenda, and to call or email if they will not be attending.

XIII. **Adjournment**

Jim Maike, Chair, adjourned the meeting at 11:10 a.m.

Jim Maike, Chair

Date

Charles Lange, Secretary

Date