



BOARD OF HEALTH

Meeting Minutes

July 26, 2019

Materials Distributed at the meeting: Michigan Breastfeeding Network flyer: *How Lactation Support Benefits Employers*

- I. **Call to Order:** Jim Maike, Chair, called the meeting to order at 9:30 a.m.
- II. **Roll Call – Members Present:** Patty Cox, Betty Dermeyer, Steven Hull, Pauline Jaquish, Bryan Kolk, Charles Lange, Jim Maike, Dawn Martin, Martha Meyeette, Judy Nichols, Tom O’Neil, Roger Ouwinga, Shelly Pinkelman, Denny Powers, Richard Schmidt, James Sweet, Gary Taylor, Hubert Zuiderveen
Members Excused: Phil Lewis, Ray Steinke
Alternate Present: Jerrilyn Strong
Staff Present: Anne Bianchi, Jane Drake, Jen Hansen, Kevin Hughes, Christine Lopez, Dr. Jennifer Morse, Tom Reichard
Guest: Shannon McKenney Shubert, MPH, Executive Director, Michigan Breastfeeding Network
- III. **Approval of the Agenda:** Motion by Judy Nichols, seconded by Bryan Kolk, to approve the meeting agenda. Motion carried.
- IV. **Approval of the Meeting Minutes:** Motion by Hubert Zuiderveen, seconded by Betty Dermeyer, to approve minutes of the June 28, 2019, meeting. Motion carried.
- V. **Public Comment:** None.
 Anne Bianchi, WIC Director, introduced Shannon McKenney Shubert, Executive Director, Michigan Breastfeeding Network. Shubert presented the agency with the Gold Workplace Award for its support of breastfeeding employees. She said DHD#10 is the first health department in Michigan to ensure all locations go above and beyond compliance with the Federal *Break Time for Nursing Mothers Law*. She thanked the Board for their support of breastfeeding in the workplace, and commended Bianchi and the WIC program for their efforts.
- VI. **Committee Reports**
 - A. Executive Committee: Did not meet.
 - B. Finance Committee: Did not meet. Christine Lopez presented the financial report for the month ended June 30. The balance sheet showed an increase in the year-to-date fund balance of just over \$730 thousand, and total assets and liabilities of almost \$9.6 million. Total revenues for the month were almost \$1.7 million, with expenses just under \$1.5 million.
 - 1. *Approve Accounts Payable and Payroll:* Motion by Richard Schmidt, seconded by Patty Cox, to approve the June accounts payable and payroll total of \$1,360,897.68.

Roll Call Vote

Patty Cox	Yes	Dawn Martin	Yes	Denny Powers	Yes
Betty Dermeyer	Yes	Martha Meyeette	Yes	Richard Schmidt	Yes
Steven Hull	Yes	Judy Nichols	Yes	Jerrilyn Strong	Yes
Pauline Jaquish	Yes	Tom O’Neil	Yes	James Sweet	Yes
Bryan Kolk	Yes	Roger Ouwinga	Yes	Gary Taylor	Yes
Charles Lange	Yes	Shelly Pinkelman	Yes	Hubert Zuiderveen	Yes
Jim Maike	Yes				

Motion carried.

Lopez said a recent visit by State auditors to review the WIC and Family Planning programs went well.

Kevin Hughes reminded the Finance Committee members a meeting is scheduled for August 9 in the Lake County, Baldwin, office to review the proposed Fiscal Year 2020 budget.

- C. Personnel Committee: Did not meet. Kevin Hughes said the agency received the MERS actuarial report. He also noted the location of the October 4 all staff meeting was changed to Ferris State University and encouraged Board members to attend.

In response to a question, Hughes said the MERS retirement program was funded at 62%. He said a proposal may be brought to the Board to make an additional payment by the end of the year to reduce the unfunded liability.

- D. Legislative Committee: Did not meet. Kevin Hughes reported State Senator Curt VanderWall attended a meeting of the Northern Michigan Public Health Alliance. Hughes said the senator, current chair of the senate health policy committee, invited the group to continue communications.

VII. Program Presentation: Due to technical difficulties, there was no presentation.

VIII. Program Reports

- A. Environmental Health: Quarterly quality assurance and monthly activities reports submitted with meeting materials. In response to a question, Tom Reichard provided information about service dogs in restaurants.
- B. Personal Health: Monthly report submitted with meeting materials. Anne Bianchi summarized the report in place of Anne Young. Bianchi discussed the confirmed case of measles reported in Grand Traverse County. She also highlighted a community action organization and upcoming events planned to support resilience and increase awareness of Adverse Childhood Experiences (ACEs.)
- C. WIC: Monthly report submitted with meeting materials. Anne Bianchi discussed the change in State policy to allow donations of returned infant formula. She said in the last six weeks, 80 cans of formula valued at \$1,500 were donated to area food pantries.
- D. Health Promotion: Monthly report and activities summary distributed with meeting materials. Jen Hansen noted the report covered several programs and activities. She shared a local newspaper article on tobacco cessation services provided by the agency.

IX. Administrative Reports

- A. Medical Director: Monthly report submitted with meeting materials. Dr. Jennifer Morse's report summarized tips from the Centers for Disease Control for safe and healthy summertime work and play. The tips covered such topics as travel, swimming, insects and heat; along with links to several online resources.

The healthy living recommendations were: (1) Be aware of unique risks associated with summertime activities; and (2) Turn to reliable resources for information and advice for a safe and healthy summer.

- 2. *Approve Healthy Living Recommendations.* Motion by Shelley Pinkelman, seconded by Richard Schmidt.
Motion carried.

- B. Deputy Health Officer: Monthly report submitted with meeting materials. Kevin Hughes highlighted progress on the strategic plan, quality improvement and national accreditation.
- C. Health Officer: Written report included with meeting materials. Kevin Hughes gave an update on activities related to PFAS contamination in the Camp Grayling area. He said the first meeting of the Restoration Advisory Board was scheduled for July 31, and a community town hall meeting will be held the following day.

Hughes also reported he attended a meeting where the National Guard presented a plan to pay for and construct a municipal water system for homes with wells testing above PFOS exceedance levels.

X. **Other Business:** Richard Schmidt shared information he learned at a conference of the National Association of Counties.

XI. **Next Meeting**

The next regular meeting of the Board of Health is scheduled for Friday, August 23, at 9:30 a.m. The meeting date is one week earlier to accommodate holiday scheduling.

XII. **Adjournment**

Jim Maike, Chair, adjourned the meeting at 10:23 a.m.

Jim Maike, Chair

Date

Charles Lange, Secretary

Date