



BOARD OF HEALTH

Meeting Minutes

August 23, 2019

Materials Distributed at the meeting: Action Item - Flu Vaccine Charges; July Financial Report; Personal Health Monthly Report.

- 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, Pauline Jaquish, Bryan Kolk, Charles Lange, Phil Lewis, Jim Maike, Martha Meyette, Judy Nichols, Tom O’Neil, Shelly Pinkelman, Denny Powers, Richard Schmidt, Ray Steinke, James Sweet, Gary Taylor, Hubert Zuiderveen
Members Excused: Steven Hull, Dawn Martin, Roger Ouwinga
Alternate Present: Ron Bacon, Star Hughston
Staff Present: Anne Bianchi, Jane Drake, Bret Haner, Kevin Hughes, Christine Lopez, Dr. Jennifer Morse, Tom Reichard, Christy Rivette, Anne Young
- III. **Approval of the Agenda:** Add action item under Finance Committee to approve flu vaccine charges. Motion by Bryan Kolk, seconded by Ron Bacon, to approve the meeting agenda with added action item. *Motion carried.*
- IV. **Approval of the Meeting Minutes:** Motion by Ray Steinke, seconded by Charles Lange, to approve minutes of the July 26, 2019, meeting. *Motion carried.*
- V. **Public Comment:** None.
- VI. **Committee Reports**
 - A. Executive Committee: Did not meet. Kevin Hughes advised the members the committee will be scheduled to meet sometime during October.
 - B. Finance Committee: Ray Steinke, committee chair, reported the committee met August 9 to review the proposed budget for fiscal year 2020.
 - 1. *Motion to approve Flu Vaccine charges as presented:* Motion by Ray Steinke, seconded by Denny Powers. Christine Lopez explained the rationale for the fee changes.

Roll Call Vote

Ron Bacon	Yes	Phil Lewis	Yes	Denny Powers	Yes
Patty Cox	Yes	Jim Maike	Yes	Richard Schmidt	Yes
Betty Dermeyer	Yes	Martha Meyette	Yes	Ray Steinke	Yes
Star Hughston	Yes	Judy Nichols	Yes	James Sweet	Yes
Pauline Jaquish	Yes	Tom O’Neil	Yes	Gary Taylor	Yes
Bryan Kolk	Yes	Shelly Pinkelman	NP	Hubert Zuiderveen	Yes
Charles Lange	Yes				

Motion carried.

Christine Lopez said the budget was included in the Board packet for review at the current meeting and would be presented for final approval at the September meeting. She reported the proposed budget is projected to use \$300,554 of fund balance. She noted the budget included costs for an additional payment to reduce the retirement program unfunded liability, and proposed payroll adjustments. Kevin Hughes said the proposed payroll increases would be presented to the Personnel Committee at a meeting to be scheduled sometime prior to the September Board meeting. Lopez continued a review of the proposed

budget, and highlighted revenue and expense adjustments reflected there. Questions were asked and answered.

Kevin Hughes said additional state funding for local public health essential services may be forthcoming. The legislature included \$10 million in the proposed state budget for local public health but had not yet approved the release of funds or a funding allocation formula. Hughes said adjustments would be made to the agency budget as any additional state funding materializes.

Lopez next reviewed the financial report for the month ended July 31 distributed at the meeting. The balance sheet showed an increase in the year-to-date fund balance of just over \$316 thousand, and total assets and liabilities of \$10 million. Total year-to-date revenues were \$16.1 million, with expenses at \$15.7 million. Lopez said an amended budget reflecting actual revenues and expenses would be presented for approval at the September meeting.

2. *Approve Accounts Payable and Payroll:* Motion by Ray Steinke, seconded by Hubert Zuiderveen, to approve the July accounts payable and payroll total of \$1,124,467.54.

Roll Call Vote

Ron Bacon	Yes	Phil Lewis	Yes	Denny Powers	Yes
Patty Cox	Yes	Jim Maike	Yes	Richard Schmidt	Yes
Betty Dermeyer	Yes	Martha Meyette	Yes	Ray Steinke	Yes
Star Hughston	Yes	Judy Nichols	Yes	James Sweet	Yes
Pauline Jaquish	Yes	Tom O'Neil	Yes	Gary Taylor	Yes
Bryan Kolk	Yes	Shelly Pinkelman	Yes	Hubert Zuiderveen	Yes
Charles Lange	Yes				

Motion carried.

- C. Personnel Committee: Did not meet. Kevin Hughes said premium costs for renewals of health insurance plans through Blue Care Network were expected to increase by 20%. He said he would be meeting with HUB representatives to review other options or alternatives.
- D. Legislative Committee: Shelley Pinkelman said there would be a meeting that evening to discuss an application for funding from the National Guard to address PFAS contamination in the Grayling area. Kevin Hughes provided an update on proposed solutions to provide safe drinking water to area residents impacted by the contamination, and recent discussions with the Michigan Department of Environment, Great Lakes and Energy (EGLE).

Hughes reported he plans to attend an upcoming town hall meeting put on by U.S. Senator Debbie Stabenow where he hoped to share information on public health issues. He also discussed pending State legislation. He noted he received word legislation on a Statewide Sanitary Code could be presented in the coming months.

VII. Program Presentation: *Emergency Preparedness*; Bret Haner, Emergency Preparedness Coordinator.

Bret Haner explained the key Emergency Preparedness programs and activities intended to ensure the safety of employees and visitors to agency facilities. He also reviewed the Strategic National Stockpile and the process that will be followed in distributing vaccines and medical supplies in the event of a pandemic or bioterrorism event.

VIII. Program Reports

- A. Environmental Health: Monthly report submitted with meeting materials. Tom Reichard reported he participated in a phone conference with State officials on algae blooms in lake waters. He explained the process for testing for the cytotoxins produced by the blooms. He said the State lab identified one lake in Kalkaska County and two in Mason County as showing cytotoxins present. The State recommended closing the beaches. It was expected signs the beach closure notifications would be posted before Labor Day.

- B. Personal Health: Activity tables submitted with meeting materials; monthly report distributed at the meeting. Anne Young said the monthly report included County Quarterly Immunization Report Cards from MDHHS. She said five of the DHD#10 counties ranked in the top eight of all counties in Michigan for the percent of infants receiving Hepatitis B vaccinations. Wexford County ranked third among all counties in the percent of adults receiving flu vaccines. She said the data will be used in identifying areas to improve, and to assist providers in also improving vaccination rates.
- C. WIC: Monthly report submitted with meeting materials. Anne Bianchi noted the report highlighted outreach activities to support breastfeeding, as well as summary data and information from the MDHHS PRAMS update. Bianchi also reported the State approved additional funding to support DHD#10 breastfeeding initiatives. A portion of the funds will be used to establish a new position within the agency for a Senior Breastfeeding Peer Counselor.
- D. Health Promotion: Monthly report and activities summary distributed with meeting materials. Christy Rivette summarized the report. She said staff accepted a special award for its work in evaluating and recording SNAP-Ed programming. Also, the agency received “high marks” for its efforts to create sustained physical activities in various communities. In addition, the Michigan Health Endowment fund approved a grant of \$100 thousand to improve the health and well-being of elementary school students in two communities.

IX. Administrative Reports

- A. Medical Director: Monthly report included with meeting materials. Dr. Jennifer Morse’s report topic was Adverse Childhood Experiences, or ACEs. The report explained ACEs are potentially traumatic events that occur before the age of 18. Research has found ACEs can have a substantial and lifelong impact on a person’s physical and emotional health.

The healthy living recommendations were: (1) Get involved with the Michigan ACE initiative; (2) Support evidence-based ACE prevention and treatment efforts such as home visiting programs, and (3) Provide at-risk children a stable, committed adult relationship which is recognized as an important predictor of resilience in overcoming hardship.

3. *Approve Healthy Living Recommendations.* Motion by Shelley Pinkelman, seconded by Ron Bacon. Motion carried.

- B. Deputy Health Officer: Monthly report submitted with meeting materials. Kevin Hughes reported Sarah Olencizak attended a Statewide Community Health Needs Assessment planning meeting which would be used as part of MDHHS’s efforts towards national public health accreditation. Included with the report was registration information on the Annual Chronic Disease Prevention Summit at Ferris State University on September 13. Hughes encouraged members to attend.
- C. Health Officer: Written report included with meeting materials. Kevin Hughes provided an update on activities related to PFAS contamination sites in Crawford and Lake Counties. He also discussed the planned dissolution of the Tencon Health board, and the transition of funding to an endowment fund with a local community foundation. The endowment fund will be used to address public health issues in DHD#10’s jurisdiction.

Hughes also reported the Manistee County Board of Commissioners opted to not take any action on Kalkaska’s request to leave the point-of-sale program included in the DHD#10 Sanitary Code. Hughes said he met with the Kalkaska County chair of the Board of Commissioners and Patty Cox to review options on the requested changes to the Sanitary Code. It was reported representatives of the Kalkaska Board would attend the upcoming meeting of the Manistee County Board of Commissioners to discuss alternatives to reach closure on the pending changes to the Code.

Hughes said he, along with BOH members Richard Schmidt, Betty Dermyer, Shelly Pinkelman, and Dawn Martin, attended the annual NALBOH conference. He said Grand Rapids Michigan is set as the location for next year's conference.

- X. **Other Business:** Richard Schmidt asked about safe disposal of sharps, or injection needles. Kevin Hughes said safe disposal of used needles is recognized as an issue to be addressed. He said harm reduction initiatives the agency is involved in may include looking at piloting sites to accept used needles.

Details on upcoming events related to substance abuse and veterans' services were also shared.

XI. **Next Meeting**

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

XII. **Adjournment**

Jim Maike, Chair, adjourned the meeting at 11:08 a.m.

Jim Maike, Chair

Date

Charles Lange, Secretary

Date