

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, November 29, 2023 2:00 p.m.
Benzie Resource Center – Ingemar Johansson Conference Room
6051 Frankfort Hwy.
Benzonia, MI 49616**

Vice Chairperson Conley called the meeting to order at 2:00 pm.

Members Present:

Ty Wessell – Leelanau County Board of Commissioners
Dr. Barbara Conley – Leelanau County Member at Large
Rhonda Nye – Benzie County Board of Commissioners
Dr. Mark Kuiper – Benzie County Member at Large
Gwenne Allgaier – Leelanau County Board of Commissioners
Gary Sauer - Benzie County Board of Commissioners – via Teams

Members Absent: None

Members Excused: None

Staff Present:

Dodie Putney – Director of Administrative Services
Eric Johnston – Director of Environmental Health
Michelle Klein - Director of Personal Health
Dan Thorell – Health Officer
Dr. Joshua Meyerson – Medical Director

Staff Excused: None

Guest: Mariah Kaufman – Benzie-Leelanau District Health Department

Pledge of Allegiance

Approval of October 25, 2023 BOH Minutes:

Motion By: Wessell to approve the October 25, 2023 BOH meeting minutes.

Seconded By: Kuiper

Voice Vote: 5 yeas 0 nay 1 excused **Motion carried**

Approval of October 25, 2023 Closed Session Minutes:

Motion By: Wessell to approve the October 25, 2023 BOH meeting minutes.

Seconded By: Kuiper

Voice Vote: 5 yeas 0 nay 1 excused **Motion carried**

Approval of the Agenda:

Motion By: Nye to approve the agenda with the addition of the revised Immunization Fees Schedule.

Seconded By: Kuiper

Voice Vote: 5 yeas 0 nay 1 excused **Motion carried**

Discussion: Klein asked for the approval of the revised Immunization Fee Schedule to please be added to the agenda.

Public Comment – None

WIC Presentation- Mariah Kaufmann

There are approximately 200,000 WIC participants for the State of Michigan and the program statewide provides \$23 million in food assistance to the participants. For the Benzie-Leelanau area approximately 690 families receive WIC benefits. Last year, \$286,504.55 was spent locally. If a family is on SNAP or Medicaid the family will automatically qualify for WIC. Otherwise, a family needs to fall below 185% of the federal poverty level.

Revised Immunization Fee Schedule

Motion By: Conley to accept the revised Immunization Fee schedule that includes the new RSV immunization for \$350.

Seconded By: Allgaier

Roll Call Vote: Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea

5 yeas 0 nay 1 excused Motion carried

Health Officer Update – Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details. The Southeast Michigan Council of Governments held a collaborative work session for various groups who hold interest in the proposed state-wide sanitary code. A review of the surrounding Great Lake States sanitary codes will be done to see what the other states are doing. There is a follow up meeting on November 30, 2023. Thorell will be reviewing the evaluation process that the other States are using and what is being proposed. This review is to see if the process will be feasible. The financing of this program is a big issue. The emergency fund that the State of Michigan set aside is not large enough to cover the potential issues that could arise with the current proposed sanitary code.

Accounts Payable

Motion By: Nye to approve accounts payable and pay the bills in the amount of \$287,694.54.

Seconded By: Wessell

Roll Call Vote: Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea

5 yeas 0 nay 1 excused Motion carried

September 2023 Financial Statements

Motion By: Wessell to accept the financial statements as presented.

Seconded By: Conley

Roll Call Vote: Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea

5 yeas 0 nay 1 excused Motion carried

October 2023 Financial Statements

Motion By: Wessell to accept the financial statements as presented.

Seconded By: Allgaier

Roll Call Vote: Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea

5 yeas 0 nay 1 excused Motion carried

Out of State Travel

Motion By: Conley to approve the out of state travel to the NACCO, Public Health, Healthcare, and Emergency Management Conference, in Cleaveland Ohio, in March 2024, not to exceed \$2,500.

Seconded By: Allgaier

Roll Call Vote: Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea

5 yeas 0 nay 1 excused Motion carried

COVID WFD Funding Request

Motion By: Conley to authorize the health department to use Workforce Development Funding to pay retention compensation to all staff members currently employed as of December 1, 2023, based

on a rate of up to \$2,000 per 1.0 FTE employee, prorated for <1.0 FTE employees, made in 2 separate payments in December 2023 and September 2024, contingent on budgetary considerations determined by BLDHD administration.

Seconded By: Allgaier

Roll Call Vote: Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea

5 yeas 0 nay 1 excused Motion carried

Discussion: This request is to use Covid Workforce Development money to pay a one-time bonus to staff. The bonus will be based on staff's December 1, 2023 FTE status. All Health Departments were awarded this funding and the use of it is very specific. Providing a retention bonus to staff is an acceptable use of the funding and this is what most local health departments are doing with their funds. It was asked if it was thought that a bonus would be the most effective use of the funding and it was thought that it would help keep employee morale up. Currently, many health care organizations are offering sign on bonuses and other incentives to attract competent staff. BLDHD is looking to retain staff as training new staff is timely and costly. It was asked if the money could be used for employee training. The training would have to be approved by the State of Michigan and several staff members would not qualify for the benefit. A wage study had been performed and the wages at BLDHD are shown to be accurate and fair for the area and type of work being performed. This is a one-time event and the Board of Health appreciates their employees every day.

BCRC Security System

Motion By: Allgaier to accept the TKS Security Bid for \$22,371.90

Seconded By: Nye

Roll Call Vote: Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea

5 yeas 0 nay 1 excused Motion carried

Discussion: The security system for the Benzie Resource Center is outdated and needs to be replaced. An addition to the type of system that will be replaced is the addition of security cameras. BLDHD has been awarded a grant from the State of Michigan to help cover the cost of the cameras and new system. However, the Department is still waiting to hear the exact amount of this grant. Another grant is being researched to see if BLDHD qualifies for it through MMRMA. After grant money is applied to the cost, the remaining balance will be divided up among the building partners.

Benzie Office Renovation

Motion By: Wessell to allow Kendra Thompson to create the conceptual remodel design for the Benzie Resource Center for no more than \$5,000.

Seconded By: Allgaier

Roll Call Vote: Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea

5 yeas 0 nay 1 excused Motion carried

Discussion: It was felt that this design could be completed for \$5,000 or less. What BLDHD needs is less comprehensive than what was quoted in the bid.

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details. The BOH asked Meyerson if they could please suggest topics for him to speak about. They will be sending him suggestions.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. The increased number of HIV infected residents in Benzie/Leelanau prompted Klein to research into why the number went up significantly. None of the cases were new diagnosis, these were retests from previous diagnosed cases.

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details. The emergency septic loan program is in the final stages of being completed. It is expected that this program will become available in March or April of 2024. January is Radon Awareness month and BLDHD will be hosting the Give a Can Get a Kit campaign again. This program has been very successful. If Senate Bill 480 passes, that allows smaller splits of property for building purposes to go through, the request for permits will more than likely increase as there may be more homes built. The GT Water Shed had performed a study on the beach monitoring results from this past summer. There were no human or bovine markers in the testing. There was one marker for swine, 34 markers for gulls and 5 for dogs. Currently there is no marker for geese or ducks.

Administrative – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details. Friday, December 1, 2023, the all-employee staff meeting will take place at the Leelanau Government Center. BOH members are welcome to attend.

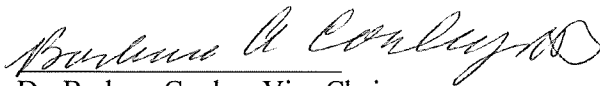
Public Comment – None

Board Comments – At the next Personnel and Finance Committee meeting the discussion of an updated Health Officer contract will take place. The cost to employ a Health Officer directly through BLDHD will also be explored. Currently there is very limited medical help for long covid patients.

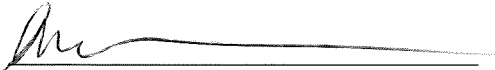
Adjourn:

Motion By: Conley to adjourn the BOH meeting at 4:09 p.m.

Voice Vote: 5 yeas 0 nay 0 excused **Motion carried**



Dr. Barbara Conley, Vice Chair



Shelley Jablon, Recording Secretary