

BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH
PUBLIC NOTICE

The Benzie-Leelanau District Health Department Board has scheduled a public meeting concerning county health services for residents of Benzie and Leelanau Counties for the following dates:

BENZIE RESOURCE CENTER
6051 FRANKFORT HIGHWAY
BENZONIA, MI 49616

LEELANAU RESOURCE CENTER
7401 E. DUCK LAKE ROAD
LAKE LEELANAU, MI 49653

2014 PUBLIC HEALTH MEETING DATES

CONNIE BINSFELD RES. CTR.	JANUARY 23	4:00 p.m.
BENZIE RESOURCE CTR.	MARCH 27	4:00 p.m.
CONNIE BINSFELD RES. CTR.	MAY 22	4:00 p.m.
BENZIE RESOURCE CTR.	JULY 24	4:00 p.m.
CONNIE BINSFELD RES. CTR.	SEPTEMBER 25	4:00 p.m.
BENZIE RESOURCE CTR.	NOVEMBER 20	4:00 p.m.

The Personnel and Finance committee will meet at 3:00 p.m. on the same date as the regularly scheduled meeting.

These meetings alternate between the Lake Leelanau and the Benzonia offices of the Benzie-Leelanau District Health Department on a rotating basis. Video access to the meeting is available in the alternate office when the meeting is held in the other county office. Viewing of the meeting proceedings and public input can occur from the off site location.

These meetings are open to all members of the public under Michigan's Open Meetings Act. In accordance with the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973, BLDHD does not discriminate on the basis of disability in admission to, access to or operations of its programs, services or activities. The Benzie-Leelanau Public Health Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities upon twenty-four (24) hours notice. Individuals with disabilities requiring auxiliary aids or services should contact the Health Board Secretary by calling 231-882-4409.

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING**

January 23, 2014
4:00 p.m.

Tentative minutes to be acted upon at March 27, 2014 meeting
Meeting called to order at 4:25 p.m. by Chair Lautner.

Pledge of Allegiance

Members Present:

Glen Rineer, Benzie County Board of Commissioners
Roger Griner, Benzie County Board of Commissioners
Marjorie McCulloch, Leelanau County Member at Large
Melinda Lautner, Leelanau County Board of Commissioners

Excused:

Carolyn Rentenbach, Leelanau County Board of Commissioners

Administration Present:

Dodie Putney, Director of Administrative Services, Interim Health Officer
Tom Fountain, Environmental Health Director
Michelle Klein, Personal Health Director
Dr. Michael Collins, Medical Director

Staff:

None Present

Guests:

David McCulloch

Approval of Minutes:

Motion: by Rineer, seconded by McCulloch to approve the minutes of the
November 21, 2013 meeting with no additions or corrections.

Voice vote: 4 ayes Motion carried

Motion: by Rineer, seconded by Lautner to approve the minutes of the December 19,
2013 Special Board of Health meeting with no additions or corrections.

Voice vote: 4 ayes Motion carried

Approval of Agenda:

Motion: by Rineer, seconded by McCulloch to approve the agenda with the addition of 1. C- Leelanau County Brownfield Redevelopment Authority Ratification letters of support.
Voice vote: 4 ayes Motion carried

Public Comments:
None

1. Health Officer Update- Dodie Putney, Interim Health Officer:

A. Cross Jurisdictional Project Update -

Putney reported the Benzie-Leelanau District Health Department Plan of Organization Feasibility Study Committee had a conference call with planning members to plan the all day meeting to be held February 28, 2014 at the Leelanau County Government Center. Patrick Libbey, Co-Director of the Center for Sharing Public Health Services is flying in from Seattle Washington to facilitate the meeting. Lautner asked who will be attending the meeting. Putney stated the list of people generated at the November 21, 2013 meeting which includes Glen Rineer and Carolyn Rentenbach representing the Board of Health. Tom VanPelt from the Leelanau County Board of Commissioners and Don Tanner is supposed to be representing the Benzie County Board of Commissioners but she has not received confirmation from him. Rineer stated he will call Don Tanner to confirm and have him contact Putney. Putney stated she is looking forward to it as it should be a great experience.

B. Benzie County Brownfield Redevelopment Authority Ratification on Letter of Support - Putney reported she sent an e-mail to the Board of Health members January 7th regarding Benzie County's request for the Board of Health's letter of support on a grant proposal from the EPA. Putney stated the letter of support in the Board packet is the same as the draft letter she e-mailed. Since she did not receive any negative comments she sent the letter to Sue Meredith.

Motion: by Griner, seconded by Rineer to approve the letter of support for the Benzie County Brownfield Redevelopment Authority.
Voice vote: 4 ayes Motion carried

C. Leelanau County Brownfield Redevelopment Authority Ratification on Letters of Support-

Putney reported the letters passed out before the meeting are in regard to a request that came in January 17, 2014 from Leelanau County Brownfield Redevelopment Authority asking for the Board of Health's support. Leelanau County broke their grant application into two different grants so they needed two letters of support. One is for Petroleum Assessment grant and the other is for Hazardous Materials Assessment grant. Putney stated she used the same form letter that she used for the Benzie County letter. Discussion followed.

Motion: by McCulloch, seconded by Griner to approve the two letters of support for the Leelanau County Brownfield Redevelopment Authority.
Voice vote: 4 ayes Motion carried

2. Personnel and Finance Committee Report:

A. Accounts Payable-

Motion: by Rineer, seconded by McCulloch to approve the Accounts Payable in the amount of \$165,091.82

Voice vote: 4 ayes Motion carried

B. December 2013 – Financial Statements-

Putney reported we are a little bit better than budget at this time. There was better than anticipated Environmental Health revenue in October and November. Personal Health was a little less than anticipated but still in the black. Putney reported the Benzie Community Resource Center has a contract with the person that snowplows so the bill is the same no matter how many times he plows. The Connie Binsfeld Resource Center snow plowing is per plow and as a result is getting quite expensive so will have to definitely amend the budget at the end of the quarter for snow plowing costs. Discussion followed.

Motion: by Rineer, seconded by McCulloch to acknowledge receipt of the December, 2013 financial statements.

Voice vote: 4 ayes Motion carried

C. 2014 Board of Health Meeting Dates –

Motion: by Griner, seconded by Lautner to approve the Board of Health meeting dates as presented.

Voice vote: 4 ayes Motion carried

D. Personnel and Finance Committee Appointment –

Lautner stated we have McCulloch from Leelanau County who serves on the Personnel and Finance Committee so we need one person from Benzie County. Discussion followed.

Motion: by Griner, seconded by Lautner to appoint Rineer to the Personnel and Finance Committee.

Voice vote: 4 ayes Motion carried

E. Authorized Signers on Bank Accounts –

Putney reported the Benzie County Treasurer, Michelle Thompson, her Chief Deputy Amy Herczak, and herself are all signers on the accounts. Dr. Nielsen and Crawford were also previous signers which was convenient as there were two people in the office that could sign as well as Dr. Nielsen who is next door. Lautner inquired if there was anyone else in the Benzie office who could sign. Putney stated there was not. Klein asked if Tom Fountain could be a signer as he is a Director. Discussion followed.

Motion: by Rineer, seconded by Griner to appoint Tom Fountain as a signer on the accounts.

Voice vote: 4 ayes Motion carried

F. Lawsuit Status Update

Putney reported our attorney Lisa Vogler has been let go from the law firm MMRMA contracted to represent the Health Department in our lawsuit. The firm letting her go was due to financial reasons, no misconduct and nothing to do with our case. The law firm has appointed another attorney to the case. Putney has petitioned MMRMA to keep Vogler on as our attorney and has made it very clear to MMRMA she is not happy to be switching attorneys mid-stream. No definite decision has been made by MMRMA yet. Everything else with the lawsuit is moving ahead as scheduled.

3. Staff Reports:

A. Administrative-

Putney reported Wyant Computers is working on issues with our phone system. The four digit call numbers between the two offices are not working which makes it difficult as we cannot transfer calls. Putney stated the Leelanau office phone system is antique in technology terms and on the February 28th meeting we need to talk about equipment. Discussion followed.

B. Environmental Health-

Fountain reported on our Private Water Supply and Type III programs. Fountain reported our Type II program was revisited by the State this week. Thanks to Eric Johnston's hard work we are way above average for the State for all of the items evaluated. Fountain reported he attended a joint township meeting in December between Glen Arbor, Cleveland and Empire townships which are all on Glen Lake. The reason for the meeting was to discuss the potential point of sale septic inspection ordinance for those three townships specifically for properties on Glen Lake.

C. Personal Health-

Klein reported today she mailed out a Family Planning grant proposal we are required to submit to continue the funding in 2015. Klein reported she has been meeting individually with all of the Personal Health staff to get a feel for what all they are doing and what they envision needs to be changed to be able to do their job better. Klein stated when it is all done she will put together a summary.

D. Medical Director – Dr. Michael Collins

Dr. Collins reported on the media's attention to influenza. Dr. Collins reported the strain of influenza that seems to be causing the majority of illnesses this year is the same one that was here in 2009-2010 in the big pandemic year. That strain is now part of the flu vaccine so the vaccine should be protective of the strain that is in fact causing the disease here.

Public Comments:

None

Board Comments:

Griner introduced himself as a new board member and his interests for serving on the Board of Health.

Motion: by McCulloch, seconded by Rineer to adjourn the meeting.

Voice vote: 4 ayes Motion carried

Chair Lautner adjourned meeting at 5:15 p.m.

Melinda Lautner, Chair

Heidi Roper, Recording Secretary

DRAFT