

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

July 23, 2015
4:00 p.m.

Meeting called to order at 4:02 p.m. by Chair Griner

A Quorum Was Present With The Following Members In Attendance:

Gary Sauer, Benzie County Board of Commissioners
Roger Griner, Benzie County Board of Commissioners
Dr. George Ryckman, Benzie County Member at Large
Carolyn Rentenbach, Leelanau County Board of Commissioners
Melinda Lautner, Leelanau County Board of Commissioners

Excused:

Marjorie McCulloch, Leelanau County Member at Large

Pledge of Allegiance

Administration Present:

Lisa Peacock, Health Officer
Dodie Putney, Director of Administrative Services
Tom Fountain, Environmental Health Director
Michelle Klein, Director of Personal Health

Staff: None Present

Guests: None Present

Approval of Minutes: Sauer pointed out a wording issue with the motion on page 4 under the Health Space EH Software. Remove ...to purchase the...so the motion reads: to approve the purchase of the software.

Motion: by Lautner, seconded by Rentenbach to approve the minutes of the May 28, 2015 meeting with the above noted correction.

Voice vote: 5 ayes Motion carried

Motion: by Rentenbach, seconded by Sauer to approve the agenda as presented.

Voice vote: 5 ayes Motion carried

Public Comments: No public for comment.

Introduction of Health Officer: Dodie Putney officially welcomed our new Health Officer, Lisa Peacock.

1. Health Officer Update- Peacock handed out her report and commented on the following programs:

A. Northern Michigan Public Health Alliance: The 6 local health departments who have formed the alliance continue to identify opportunities for strengthening services and aligning resources in the region. Recent activities include: submission of a Community Health Innovation Region Capacity Assessment to serve as the Community Health Innovation Region within the State Innovation Model for our 25 county region, Public Health Emergency Planning (PHEP), and an Immunization initiative which will be led by DHD # 10 who has received a grant to provide regional support for increasing vaccination rates, a Maternal Child work group to assess and coordinate the service needs of childbearing families in the region, and a Technology workgroup to enhance and streamline work between Insight users in the region.

B. Public Health Emergency Planning (PHEP): We met with Grand Traverse County Health Department (GTCHD) and Health Department of Northwest Michigan (HDNWM) to explore the possibility of the development of a regional PHEP team. We think this opportunity could offer stability and strengthen our ability to prepare for an emergency on a local and regional basis. Our goal is to develop a plan that will ensure planning efforts are coordinated and integrated with efficient use of time and resources. We have a second meeting scheduled for July 28th. MDHHS Office of Public Health Preparedness is supportive of our efforts and is participating with our planning process.

C. Enroll Northern Michigan: We were encouraged by Michigan Consumers for Healthcare to explore the possibility of becoming a Navigator organization which provides outreach, education, and enrollment services to consumers seeking health coverage. This would provide funding to expand the navigation activities already taking place in 8 northern counties to 11 with the addition of Grand Traverse, Benzie and Leelanau counties. If approved, this project would include increased funds for staffing and we would collaborate with Grand Traverse County Health Department to ensure seamless coverage of the region. Health Department of NW Michigan has been conducting these activities since the original funding and therefore would serve as a resource. We feel that this is an important opportunity to reach more uninsured people in the district and that translates to better health. The funding would also allow for some realignment of staff activities which would result in better capacity and efficiency.

D. Breast and Cervical Cancer Control Program: The BCCCP program has broadened its payable services to include navigation activities. This reflects a shift in the approach of the program to a more population health focused effort. As the demand for direct services has been declining with more insured people, the need for assistance with navigation of these new resources has become more evident. HDNWM staff met with BLDHD and GTCHD staff recently to review changes and discuss the possibilities for future program documentation, tracking and reimbursement.

C. Leelanau County Recycling Contract:

Putney reported that the recycling containers have been located on the site and it is open for business. The Leelanau County Planning Department is working on signage and has provided the Health Department with a security camera and a contractor to install it. Putney is working with the contractor to get the camera installed hopefully by next week.

2. Personnel and Finance Committee Report:

A. Accounts Payable- Sauer questioned the payment to the Benzie County Chamber of Commerce. Questioned if tax payer funds should be used to pay dues to the Chamber that lobbies for businesses. Sauer will question Benzie County as well and report back at the next meeting.

Motion: by Sauer, seconded by Lautner, to approve the Accounts Payable in the amount of \$211,791.99.

Ayes: Ryckman, Griner, Sauer, Rentenbach, and Lautner **Nays:** None

Motion carried

B. June 2015 – Financial Statements-

Putney explained that the financial statements are for nine months in to our fiscal year. We have started our last quarter. June saw us spending much of the grant money in purchasing Abila and Health Space software along with newer phone equipment for the Leelanau office. Environmental health permit numbers continue to increase generating a higher than expected revenue. Predicting we will come in a little in the black by the end of September. Putney reported that she will be bringing a final amended budget for approval in September as well as a fiscal year 15/16 budget.

Motion: by Lautner, seconded by Rentenbach to acknowledge receipt of the June 2015 financial statements.

Voice vote: 5 ayes Motion carried

3. Staff Reports:

A. Administrative- Dodie Putney

Putney reported that she has been busy working with the telephone upgrade for the Leelanau office as well as moving ahead with the Abila and Health Space software.

B. Environmental Health- Tom Fountain

Fountain reported the EH is extremely busy in which it is taking time to get permits out. There have been a large number of temporary food inspections for festivals within the two counties. Beach water quality testing is in full swing.

C. Personal Health- Michelle Klein

Klein passed out a summary of the local and regional initiatives the Health Department's is involved in regards to population health. Klein highlighted the Northern Michigan Maternal Smoking Cessation Initiative and addressing the high percentage of smoking pregnant mothers.

D. Medical Director- Dr. Michael Collins, MD

Not Present

Public Comments: No public present.

Board Comments:

Dr. Ryckman made the comment that medical providers in his practice are really not knowledgeable on what the health department does. It was agreed that the Health Department will work with local providers on providing an educational presentation on the services of the Health Department.

Putney presented two videos at 4:35 p.m.

- A. Partnerships
- B. Policy and Advocacy

Phoebe Goldberg, program manager for the Michigan Public Health Training Center, called in and informed the Board that this was a pilot program for a future training aides for boards of health. Goldberg asked for input on how the training videos were received and what the Board felt how the videos could be improved. Discussion followed.

Motion: by Lautner, seconded by Rentenbach to adjourn the meeting.

Voice vote: 5 ayes Motion carried

Chair Griner adjourned meeting at 5:50 p.m.



Roger Griner, Chair



Dodie Putney, Recording Secretary