

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
Thursday, May 23, 2019 4:00 p.m.  
Connie Binsfeld Resource Center  
7401 E. Duck Lake Road  
Lake Leelanau, Mi 49653**

Chairperson Gary Sauer called the meeting to order at 4:00pm

Present were:

Dr. Barbara Conley - Leelanau County Member at Large  
Carolyn Rentenbach – Leelanau County Board of Commissioners  
Gary Sauer - Benzie County Board of Commissioners  
Linda Farrell – Benzie County Board of Commissioners  
Dr. George Ryckman - Benzie County Member at Large – arrived at 4:02  
Melinda Lautner - Leelanau County Board of Commissioners

Staff Present:

Lisa Peacock – Health Officer  
Dr. Joshua Myerson – Medical Director  
Dodie Putney – Director of Administrative Services  
Eric Johnston – Environmental Health Director  
Michelle Klein - Director of Personal Health

Absent: None

Pledge of Allegiance

Approval of Minutes:

Motion by: Lautner to approve the Regular Board of Health Meeting of March 20, 2019.  
Seconded by: Rentenbach  
**Voice vote: yeas 5 nay 0 Excused: 1 Motion carried**

Dr. Ryckman arrived at 4:02 pm

Approval of the Agenda

Motion by: Rentenbach to approve agenda moving the Staff Reports ahead of the Health Officer Update.  
Seconded by: Lautner  
**Voice vote: yeas 6 nay 0 Motion carried**

Public Comment – Lisa Peacock introduced employees Kerry Turner and Diane Stier who have gone above and beyond in giving great customer service to particular families that have had several issues. Lisa also introduced Debbie Aldridge who received an award from the Michigan Public Health Association for Public Health Nursing Excellent Clinical Leadership. The Health Department is proud to have such caring staff be a part of our Organization.

Staff Reports

Medical Director – Dr. Joshua Meyerson

Gave an update on measles outbreak impacting the State as well as the Nation. Nationally there are over 700 cases which is the most since 1974 and in Michigan there has been 44 cases. He reported that in the Philippines alone there have been thousands of reported cases with over 400 children die. Dr. Meyerson

also reported on a couple State House bills that restrict the sale/ possession of alternative nicotine products; e-cigarettes or vaping. The proposed bill wants to restrict the age to purchase such products to 18 and older but does not regulate the products like tobacco. The Public Health Community is asking the Governor to veto the proposed State Bills. The desire is to categorize these types of products as tobacco products which have stricter regulations on how a product is marketed and sold. The same legislation was passed a few years ago but was vetoed by then Governor Snyder.

Personal Health Director – Michelle Klein

Reported on working with Northwest Michigan Health Services on contracting for two nurse practitioners for our reproductive health clinics in Benzie and Leelanau offices. Gave an update on a handout about grants and special project funding in personal health for FY 2018/2019. These particular funding projects are often times matched with Medicaid Outreach and Cost Based Reimbursement. Discussion focused on how much match able funding has been received or should receive. Board members questioned how much match funding is received from these projects. Formulas used to calculate match funding is complex and it is usually addressed during the budget adoption.

Environmental Health Director – Eric Johnston

Reported that the Health Department will be working with the Watershed Center of Grand Traverse Bay on beach monitoring will be starting on June 19<sup>th</sup> and conclude September 11<sup>th</sup>. Collections will be done on Wednesday; results will come in on Thursday with press releases done on Friday. The State put out a public news release about PFAS in foam on water surface. There are five surface water bodies throughout the State where there is a concern; none in our jurisdiction. Vector borne disease monitoring is something we have not done locally before. However, we have sent our new sanitarian, Xavier Gagne', to training to help identify ticks. Thanks to the Epidemiology and Laboratory Capacity Grant, the Health Department was able to purchase a couple microscopes for tick and other insect identification. Gave an update on Orchard View Apartments with a couple children having an increased amount of arsenic in their system. Working with the Department of Environment, Great Lake and Energy (E.G.L.E.) and Michigan Department of Health and Human Services (MDHHS) on where the contamination is on the property and how are the children ingesting the arsenic. Gave an update on the number of record requests that his staff have handled over the past few months. To date, we have done 928 record requests which is about an average of 176 requests per month. This is about 29.5 hours of staff time or four days of a month. This is during our slower time of the year and will only increase during the busy months. The Department has been looking at different methods of digitization of the records.

Administration - Dodie Putney

Reported that she has been busy working on a new budget module that will be used in the next budget process. There is large amount of time spent on setting the program up but should be a timesaver when actually creating the budget this next year.

Health Officer Update – Lisa Peacock

**1. Michigan Local Public Health Accreditation Program:**

We are scheduled for our on-site review by the Michigan Department of Health and Human Services September 23-27. This happens every three years and the purpose as stated in the Local Health Department User Guide is: "The mission of this living program is to assure and enhance the quality of local public health in Michigan by identifying and promoting the implementation of public health standards for local public health departments and evaluating and accrediting local health departments on their ability to meet these standards. The Program's goals are to:

- Assist in continuous quality improvement
- Assure a uniform set of standards that define public health
- Assure a process by which the state can ensure local level capacity to address core functions

- Provide a mechanism for accountability  
Many program reviews happen throughout the week and although most of our programs are reviewed at various times, during this week the reviewers will focus mainly on Essential Local Public Health Services, including many of our Personal Health and Environmental Health programs. There is also a component of administrative review including an optional Quality Supplement which aligns with National Accreditation standards and a Powers and Duties review which focuses on the overall organizational goals and accomplishments. Please know you are welcome to participate at any level and we especially welcome your participation in the Powers and Duties review which is usually held on Monday.
2. **Plan of Organization Review and Request for Approval:** Please see the attached Plan of Organization 2019-2021 for the Benzie-Leelanau District Health Department. This Plan is to be approved by the BOH every three years, aligning with the State Accreditation cycle. After approval it is submitted to Michigan Department of Health and Human Services for their approval as part of the upcoming Accreditation process. Request BOH approval for the Board Chair to sign the approval form adopting the Plan of Organization.

Motion by: Lautner to approve the Plan of Organization as presented.

Seconded by: Rentenbach

**Voice vote: 6 yeas 0 nays Motion carried**

3. **Northern Michigan Community Health Innovation Region update:**

The Northern Michigan Public Health Alliance and Northern Michigan Community Health Innovation Region have applied and were accepted to present at three national conferences. In April, members of the NMCHIR presented at the Communities Joined in Action conference which allowed us exposure to many different projects of similar nature at different stages of development and implementation across the nation. We are proposing several new elements learned at this conference that could strengthen sustainability to the MDHHS SIM team leadership. The two upcoming presentations will be at the National Association of City and County Health Officials (NACCHO) and the National Association of Local Boards of Health (NALBOH). This is an excellent opportunity for national exposure for our model as well as a significant learning opportunity for Alliance and NMCHIR partners to bring innovation to the State and region. We also are striving to achieve the original vision of a CHIR that covers the entire 31 county Alliance region and to that end have established an expansion planning committee who is developing a workplan and actively seeking funding and opportunities to replicate the project in additional areas.

Personnel and Finance Committee Report

Accounts Payable

Motion by: Rentenbach to approve Accounts Payable and pay them in the amount of \$206,624.08.

Seconded by: Conley

**Voice vote: 6 yeas 0 nay Motion carried**

April 2019 Financial Statements

Motion by: Lautner to place the Financial Statement on record.

Seconded by: Sauer

**Voice vote: 6 yeas 0 nay Motion carried**

County Appropriation Request: Putney outlined two different request options; a 3 percent increase would generate an additional \$16,560 over existing appropriations and a 5 percent increase which would generate an additional \$27,600. Discussion focused on the need for requesting the 5 percent from the Counties; to help with technology advancements, increase capacity for Medicaid match funding, and MERS defined benefit liability.

Motion by: Rentenbach to request a 5 percent increase in appropriation from Benzie and Leelanau Counties.

Seconded by: Farrell.

**Voice vote: 5 yeas 1 nay Motion carried**

Credit Card Acceptance: Putney is requesting that the Board agree to contract with GovPayNet to accept credit cards at the Health Department with the client paying the user fee as a separate transaction. GovPayNet has assured the Department that they will not cancel our contract due to lack of usage. GovPayNet will provide all the equipment needed as well as a link on our website and a call center to process credit card payments.

Motion by: Rentenbach to approve contracting with GovPayNet to process credit cards.

Seconded by: Farrell.

**Voice vote: 6 yeas 0 nay Motion carried**

Public Comment- None

Board Comments- Linda Ferrell commented that she is happy to be a commissioner and happy being on the Board of Health.

Adjourn: The meeting adjourned at 6:42 pm



Gary Sauer, Chair



Dodie Putney, Recording Secretary