

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, August 24, 2022, 2:00 p.m.
Benzie Community Resource Center - Ingemar Johansson Conference Room
6051 Frankfort Highway
Benzonia, MI 49616**

Chairperson Dr. Barbara Conley called the meeting to order at 2:02 pm.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Ty Wessell – Leelanau County Board of Commissioners
Patricia Soutas-Little – Leelanau County Board of Commissioners
Dr. Barbara Conley – Leelanau County Member at Large
Rhonda Nye – Benzie County Board of Commissioners

Members Absent: None

Members Excused: Dr. Mark Kuiper – Benzie County Member at Large

Staff Present:

Dodie Putney – Director of Administrative Services
Eric Johnston – Director of Environmental Health
Michelle Klein - Director of Personal Health
Dan Thorell – Interim Health Officer
Dr. Joshua Meyerson – Medical Director – Arrived Via Teams at 2:05

Staff Excused:

Guests Present: None

Pledge of Allegiance

Approval of Minutes:

Motion By: Wessell to approve the July 27, 2022, BOH Meeting Minutes.
Seconded By: Soutas-Little
Roll Call Vote: Sauer-yea, Conley- yea, Wessell– yea; Soutas-Little- yea; Nye – yea
5 yeas 0 nay 1 excused Motion carried

Approval of the Agenda:

Motion By: Nye to approve the agenda as presented.
Seconded By: Wessell
Roll Call Vote: Sauer- yea, Conley- yea, Wessell- yea, Soutas-Little -yea; Nye – yea
5 yeas 0 nay 1 excused Motion carried

Public Comment – None

Health Officer Update – Dan Thorell

A written report was distributed prior to the meeting for review. Please refer to it for details.

Thorell began with an update on local county appropriation dollars and explained the importance of how local appropriations impact the BLDHD budget, and the services BLDHD can provide to our community.

Update on the search for a Health Officer by HDNWM. The new job description for Health Officer has been approved, Thorell planned to update and discuss the results of the meeting that was scheduled to take place August 22nd but was rescheduled for August 25th. The meeting will consist of the HDNWM Board Chairperson, the Interim Health Officer, and the Human Resources Manager to develop a strategy and plan for posting the position.

BLDHD BOH By-Laws and Rules of Order

Soutas-Little distributed copies of the current Board of Health By-Laws and Rules of Order to go over revisions and discuss changes they would like to make to the By-Laws. Some of the proposed changes discussed, included adding an attendance policy for board members, defining, and establishing responsibilities and duties expected of board members. Other discussions included board committees and clarifying what is considered a quorum. The board will continue to make revisions, and these will be further discussed at the upcoming meeting.

Point of Sale Well and Septic Reviews for Leelanau County

Discussion: Johnston distributed a report to members and staff at the meeting, the report included steps for amending BLDHD Environmental Health Regulations, per BLDHD Attorney, Mr. Young. Young suggested that if the BOH is going to amend EH regulations pertaining to POS and well and septic reviews, this would be the best time to clean up and revise the current regulations. Mr. Young stated, this is not a quick process and will take some time to complete the necessary steps to amend the current regulations.

Motion By: Wessell to approve BOH motion to proceed with amending the districts EH regulations.

Seconded By: Soutas-Little

Roll Call Vote: Sauer- yea, Conley- yea, Wessell- yea, Soutas-Little- yea, Nye – yea
5 yeas 0 nay 1 excused Motion carried

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details.

Johnston gave an update on the Leelanau Governmental Building office space renovation and explained that the Leelanau County Board of Commissioner's have narrowed the project down to three possible options and a decision on how they will proceed will be made during their FY 2023 budget discussions.

Accounts Payable

Motion By: Nye to approve accounts payable and pay the bills.

Seconded By: Sauer

Roll Call Vote: Sauer- yea, Conley- yea, Wessell- yea, Soutas-Little- yea, Nye – yea
5 yeas 0 nay 1 excused Motion carried

July 2022 Financial Statements

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

Seconded By: Wessell

Roll Call Vote: Sauer- yea, Conley- yea, Wessell- yea, Soutas-Little- yea, Nye – yea
5 yeas 0 nay 1 excused Motion carried

Teams Phone System

Motion By: Nye to approve BLDHD’s teams phone system through Gracon Services with Altigen not to exceed \$13,000 in costs.

Seconded By: Wessell

Roll Call Vote: Sauer- yea, Conley- yea, Wessell- yea, Soutas-Little- yea, Nye – yea
5 yeas 0 nay 1 excused **Motion carried**

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details.
Meyerson gave an update of Monkeypox. Currently there are over 15,000 cases in the U.S.
Monkeypox is predominately spread through person-to-person contact, a skin rash will typically appear and Monkeypox is contagious until the rash is fully healed. Testing is performed by a dry swab on the skin rash, that is sent out for testing, with results typically available within 2-3 days of testing.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details.
Klein reported on the kids count data between Benzie and Leelanau counties, between 2010-2020.
Discussion on ideas to have an ease of contact between clients and staff.
BLDHD received grant funding for a Community Connections CHW in a school, as well as grant funding awarded for the CHIR program.

Administrative – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details.
Putney has been working with contractors and building partners on the Benzie building addition project, she reported that the building addition is currently on hold. A walk through of the Benzie building was recently completed by a local architect, to get ideas on utilizing and improving the existing space.
Copies of the FY 22/23 draft Budget were distributed at the meeting and will be further reviewed and discussed at the next meeting, along with the FY 21/22 amended budget.

Public Comment – None

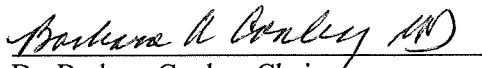
Board Comments – None

Adjourn:

Motion By: Sauer to adjourn the BOH meeting at 4:47p.m.

Second By: Conley

Roll Call Vote: Sauer- yea, Conley- yea, Wessell-yea, Soutas-Little- yea, Nye – yea
5 yeas 0 nay 1 excused **Motion carried**


Dr. Barbara Conley, Chair


Renee Youker, Recording Secretary