

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, March 22, 2023 2:00 p.m.
Benzie Resource Center – Ingemar Johansson Conference Room
6051 Frankfort Hwy. Ste. 101
Benzonia, MI 49616**

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

Members Present:

Gary Sauer - Benzie County Board of Commissioners
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

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

Guests Present:

Ken Talsma – Anderson, Tackman & Company- via Teams

Pledge of Allegiance

Approval of Minutes:

Motion By: Conley to approve the February 22, 2023 BOH meeting minutes.

Seconded By: Allgaier

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Approval of the Agenda:

Motion By: Wessell to approve the agenda as presented.

Seconded By: Sauer

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Public Comment – None

Audit Presentation – Ken Talsma, Anderson, Tackman & Company

BLDHD received a clean audit for the fiscal year, 2022. A single audit had also been performed due to the amount of Federal funds that were received. This audit also had a clean finding. The fund balance for BLDHD is healthy. It was asked what the recommended amount for a fund balance should be. It was

explained that generally the formula is 10 to 15% of next year's budget. BLDHD's policy is 10% of the previous fiscal year's total expenditures, the fund balance is within the parameter.

Health Officer Update – Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details. The Michigan Profile for Health Youth, Benzie County 2021-2022 Final Report and the Substance Use Assessment for Leelanau County Report were provided and discussed. The talking points that were highlighted in these reports was the lack of substance abuse counseling that is available in both Counties and that the Benzie Report only covered a small portion of the population. It was brought up that the opioid settlement funds will start to become available to counties and perhaps some of that funding could be used to perform a more conclusive substance abuse report for Benzie County. It was also discussed that some of this funding could be used to assist in bringing substance abuse treatment closer to residents of both Counties.

BLDHD BOH By -Laws and Rules of Order

Thorell will integrate the revisions into the BOH By-Laws and provide a final copy of the BOH By-Laws to be voted on at the next meeting.

Accounts Payable

Motion By: Conley to approve accounts payable and pay the bills in the amount of \$161,396.95.

Seconded By: Allgaier

Roll Call Vote: Sauer- yea, Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea
6 yeas 0 nay 0 excused Motion carried

January 2023 Financial Statements

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

Seconded By: Conley

Roll Call Vote: Sauer-yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea
6 yeas 0 nay 0 excused Motion carried

Staff Reports:

Medical Director – Dr. Joshua Meyerson

Meyerson has a meeting scheduled with Dr. Nefcy, the Chief Medical Officer for Munson Health Care, to discuss local health care needs.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. HONU has stopped servicing Benzie County last month and they plan on ending services in Leelanau this month. The demand for Covid testing has dropped. One of the focuses for the Healthy Futures visits is to assess the new mother's blood pressure and the risk of hemorrhaging that would require medical assistance. It was asked how the Community Connections was assisting with the housing issue within the area. Klein explained that staff assist with getting individuals on lists for housing. The homeless population in the two Counties is more than likely higher than reported as most individuals couch surf as there are no homeless shelters in either County.

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details. When looking at the number of applications for septic/well inspections that have been submitted since the new ordinance went into effect, the number of applications for Benzie is down by half, which is not unusual for this time of the year. The number of applications in Leelanau County went up from three to thirty. Fifteen percent of the systems that have been reviewed have been found to be unacceptable, this is following the trend that Benzie County saw when that County enacted the ordinance thirty years ago.

The division will be beta testing a failed septic system reporting tool for EGLE during FY 2023. It was asked what the main causes for a failed septic system were. The main causes are roots, fine particles plugging up the soil infiltrative surface, and occasionally a collapsed tank.

Bids for the remodel of the Leelanau County Government Center are due on April 24, 2023 and the review of bids will begin on May 1, 2023. At the next BOH meeting a resolution will be needed to officially state how much the BLDHD will commit to the remodel. In exchange for paying for a portion of the remodel up front, BLDHD will not be charged a base rent for fifteen years. The BOH/BLDHD attorney will review the agreement before it is signed.

The new website for BLDHD went live on Monday. It is much more user friendly than the previous website. When showing the new site to the BOH Members it was discussed that the personal home addresses of the BOH Members should not be posted and that the BLDHD general phone number for contact should be used.

Vicki Houdek, an Environmental Health Secretary, who has been with BLDHD for almost twenty-three years, is retiring at the end of April. She will be greatly missed and hard to replace. Her position is posted and hopefully will be filled in time so Houdek can work with the new employee for a week or so.

Administrative – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details. Putney put together a chart to document and classify the years of service employees have had with BLDHD. It clearly documented how many new employees have joined the Health Department over the past five years, as seventy one percent. The twenty years and over category percentage will be shrinking even more as more retirements occur.

Putney met with the Leelanau Montessori Public School Academy to renew the lease for that location. The extension of the lease would be for three years, with an annual increase in rent. The language of the lease is the same as the previous one, just different amounts of rent listed, square footage clarification and number of days' notice to terminate lease. It was agreed that legal review would not be necessary for this document. It will be an action item for next month to approve. The remodel/expansion of the Benzie Resource Center has been under discussion with all the building partners. A presentation will be given on how the management of the building has evolved at the next meeting.

Public Comment – None

Board Comments – It was discussed and approved to move the April 26, 2023 BOH meeting to May 1, 2023. There was a conflict in scheduling with the April 26th date.

Adjourn:

Motion By: Sauer to adjourn the BOH meeting at 4:23 p.m.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**



Gary Sauer, Chair



Shelley Jablon, Recording Secretary