

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
Wednesday, June 26, 2024 2:00 p.m.  
Benzie Resource Center – Ingemar Johansson Conference Room  
6051 Frankfort Hwy.  
Benzonia, MI 49616**

Vice Chairperson Conley called the meeting to order at 2:01 pm.

**Members Present:**

Dr. Barbara Conley – Leelanau County Member at Large  
Art Jeannot – Benzie County Board of Commissioners  
Gwenne Allgaier – Leelanau County Board of Commissioners  
Ty Wessell – Leelanau County Board of Commissioners

**Members Absent:** None

**Members Excused:**

Dr. Mark Kuiper – Benzie County Member at Large  
Gary Sauer - Benzie County Board of Commissioners

**Staff Present:**

Dodie Putney – Director of Administrative Services  
Eric Johnston – Director of Environmental Health  
Dan Thorell – Health Officer  
Dr. Joshua Meyerson – Medical Director  
Michelle Klein - Director of Personal Health

**Staff Excused:** None

**Guests:** Skip Pruss- Environmental Attorney associated with FLOW

**Pledge of Allegiance**

**Approval of May 22, 2024 BOH Minutes:**

**Motion By:** Wessell to approve the May 22, 2024 BOH meeting minutes.

**Seconded By:** Jeannot

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**

**Approval of May 22, 2024 Personnel & Finance Committee Minutes:**

**Motion By:** Jeannot to approve the May 22, 2024 Personnel and Finance Committee meeting minutes.

**Seconded By:** Wessell

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**

**Approval of June 12, 2024 Personnel & Finance Committee Minutes:**

**Motion By:** Jeannot to approve the June 12, 2024 Personnel and Finance Committee meeting minutes.

**Seconded By:** Allgaier

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**

**Approval of the Agenda:**

**Motion By:** Conley to approve the agenda with the addition to add F. Employee Committee Guidelines as an action item under Personnel and Finance Committee Reports.

**Seconded By:** Wessell

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**

**Public Comment – None**

**Statewide Septic Code Resolution –**

Mr. Pruss joined into the BOH meeting via Teams to discuss having the eleven counties that currently have a septic ordinance to write a resolution in support of a Statewide bill. A fourth revision of this Statewide septic bill was just released. Thorell and Johnston have not had an opportunity to review it yet. It is believed in this revision that all homes would need to be inspected every eight years, and that there would be grants and loans available for homeowners if repair or replacement of a system is needed. Also, if a County decided to opt out of administrating this program, EGLE would be the State agency that would administer it for a County. Residents would be charged a fee for the inspections. Pruss will send the revision to Thorell, who will then share it with the BOH members. If the BOH is to submit a resolution it would be most helpful before September, that is when State Representatives will be reviewing the bill. A huge concern for the septic bill is the enforcement of it, law enforcement and prosecutors will need to be a part of this process. Conley had drafted a resolution for the BOH to review. It was discussed and determined that it was too vague for the BOH to vote on. Thorell and Johnston will be able to review the fourth revision to the septic bill by the July BOH meeting and be able to provide some insight on the revised bill. At that time a more specific resolution can be drafted and approved to send to Lansing.

**Health Officer Update – Dan Thorell**

A report was distributed prior to the meeting. Please refer to it for details. A priority for public health is the recruitment and retention of the workforce. One way that this priority is being addressed is by offering leadership and other key staff members of local health departments an opportunity to participate in Performance Management Training. This training will cover performance standards, reporting progress and quality improvements for the local health departments. During a public health survey, it was determined that 81% of the public health workforce is compiled of women and 44% of the current employees intend on retiring in the next five years. BLDHD will participate in a Public Health Workforce Interest and Needs Survey this fall. This survey will be used to gauge employee engagement, morale, training needs and other demographics of the workforce.

**Accounts Payable**

**Motion By:** Jeannot to approve accounts payable and pay the bills in the amount of \$214,435.40.

**Seconded By:** Wessell

**Roll Call Vote:** Jeannot- yea, Conley- yea, Allgaier- yea, Wessell - yea  
4 yeas 0 nay 2 excused **Motion carried**

**March 2024 Financial Statements**

**Motion By:** Wessell to accept the financial statements as presented.

**Seconded By:** Allgaier

**Roll Call Vote:** Conley- yea, Allgaier – yea, Jeannot – yea, Wessell- yea  
4 yeas 0 nay 2 excused **Motion carried**

**Discussion:** It was asked if the format of the budget to be changed. The year-to-date budget column is going to be removed. If a line item is \$10,000 or 15% over the total budget line item there will be a foot note explaining why. There have been more Environmental Health permit refunds in the past year due to the applicants not paying the proper amount on the credit card link

on the website, people have been including the credit card processing fee into the amount that is due to BLDHD.

#### **July BOH Date**

**Motion By:** Jeannot to move the July BOH meeting to July 30, 2024.

**Seconded By:** Allgaier

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**

**Discussion:** The date of the BOH meeting will be moved to discuss applicants for the Health Officer Position. The Personnel and Finance Committee meeting will begin at noon on July 30<sup>th</sup>. All resumes that have been received will be reviewed and discussed during this time period. During the BOH meeting candidates will be selected to interview.

#### **Job Description for Health Officer**

**Motion By:** Wessell

**Seconded By:** Allgaier

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**

**Discussion:** The position for Health Officer will be posted on MALPH, MAC, BLDHD's website and Facebook page, internally and on Indeed. The postings will go out this week. The resumes will be due by the end of the day on July 25, 2024. Resumes will be sent to Putney and she will share them with the BOH members and other Directors. It was asked that there be a notice on the posting that all applicants will remain confidential unless they have been selected to interview. It had been confirmed by BLDHD's attorney, Lisa Vogler, that interviews for the Health Officer position shall be held as a public meeting.

#### **\$2,500 Travel Reimbursement for 2<sup>nd</sup> Round Interviews for the Health Officer Position**

**Motion By:** Allgaier to approve the reimbursement up to \$2,000 per BLDHD's employee travel policy for any applicant that is invited for an interview.

**Seconded By:** Wessell

**Roll Call Vote:** Conley- yea, Allgaier – yea, Jeannot – yea, Wessell- yea  
4 yeas 0 nay 2 excused **Motion carried**

**Discussion:** If an applicant will be traveling a fair distance for an in-person interview for the Health Officer position, they can submit for reimbursement in the same manner that employees of BLDHD do for travel reimbursement. The reimbursement should not be for more than \$2,000.

#### **Employee Committee Guidelines**

**Motion By:** Wessell to approve the Employee Committee Guidelines that were presented.

**Seconded By:** Allgaier

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**

**Discussion:** The Employee Committee is an advisory role to BLDHD's Administration Team. They do not make policy but are the liaison between the Administration Team and BLDHD employees.

#### **Staff Reports:**

##### **Medical Director – Dr. Joshua Meyerson**

A report was distributed prior to the meeting. Please refer to it for details. Lyme disease is becoming more common in our area, more and more individuals are being treated for the disease. Ticks thrive in wet weather. The ticks also have not been hibernating in the warmer winters. It is difficult to spray areas to repel them as they hibernate in dry conditions and then come out to feed

when it is above forty degrees Fahrenheit and damp. The best form of prevention from being bit by a tick is to spray yourself with repellent.

**Personal Health** – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. The Leelanau Early Childhood event that was held the day prior had a large attendance, despite the inclement weather.

**Environmental Health** – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details. The report contained statistics on the well and septic evaluations in both counties. It was asked what a Satisfactory with Recommendations finding meant. It signified that there was something minor that could be done to extend the life of the septic system, such as removing shrubs off a drain field. Satisfactory with Future Upgrades Required indicates that the septic is fine for now but it does not meet current standards and will have to be upgraded when repairs or replacement is necessary. There is a list of requirements that Sanitarians review to see if a septic system is satisfactory or not. After two or three boxes are checked unsatisfactory, the system will more than likely fail.

**Administrative** – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details. She is working on an amended budget. Julie Johnson was hired for the Reimbursement Specialist position that was open.

**Public Comment** – None

**Board Comments** – None

**Adjourn:**

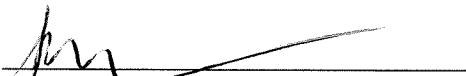
**Motion By:** Jeannot to adjourn the BOH meeting at 3:58 p.m.

**Seconded By:** Conley

**Voice Vote:** 4 yeas 0 nay 2 excused **Motion carried**



Dr. Barbara Conley, Vice- Chair



Shelley Jablon, Recording Secretary