

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, February 26, 2025 2p.m.
Leelanau County Government Center
8527 E. Government Center
Suttons Bay, MI 49682**

Chairperson Gwenne Allgaier called the meeting to order at 2:01 p.m.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Gwenne Allgaier – Leelanau County Board of Commissioners
Dr. David Quimby – Leelanau County Member at Large
Mark Walter – Leelanau County Board of Commissioners
Christina Trigg – Benzie County Board of Commissioners

Members Excused: None

Members Absent: 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 – Health Officer
Dr. Joshua Meyerson – Medical Director
Shelley Jablon – Director of Administrative Services

Guest Present: Ken Talsma – Anderson, Tackman & Company

Pledge of Allegiance

Approval of the January 22, 2025 Regular Board of Health Meeting Minutes:

Motion By: Trigg to approve the January 22, 2025 BOH meeting minutes as amended after discussion.

Seconded By: Sauer

Voice Vote: 5 yeas 0 nay 0 excused 1 absent Motion carried

Discussion: Thorell suggested that the motion for the refrigerator should read “or equivalent” after each refrigerator that is listed.

Approval of the Agenda:

Motion By: Sauer to approve the agenda as presented.

Seconded By: Allgaier

Voice Vote: 5 yeas 0 nay 0 excused 1 absent Motion carried

Public Comment: None

Audit Presentation: Ken Talsma -Anderson, Tackman & Company

BLDHD had a clean audit for the fiscal year 2024. A single audit is required for BLDHD because they receive over three-quarters of a million dollars in federal money. The fund balance remains at a healthy balance. In summary, no weaknesses were found with the financial statements, federal awards or major programs audited.

Motion By: Sauer to accept the audit.

Seconded By: Trigg

Voice Vote: 5 yeas 0 nay 0 excused 1 absent **Motion carried**

Health Officer Update- Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details. Thorell went over the Michigan Association of Local Public Health (MALPH) legislative and funding priorities to directly support local health departments in 2025. Several bills were introduced in 2023-2024 focusing on curbing youth smoking of flavored e-cigarettes and menthol-flavored cigarettes, requiring tobacco retailers to be licensed to better enforce the laws prohibiting sale of tobacco to minors, and tax e-cigarettes and vaping products containing nicotine and increase tobacco taxes with the proceeds used to reduce youth tobacco use. MALPH is also supporting efforts to lower the blood lead level threshold in children and to make EPA requirements for abatement and mitigation the standard in Michigan. Health Departments are required to test kids for lead levels, but do not receive extra funding for this. Federal funding is 21% of BLDHD's budget. It has been communicated to local health agencies to continue business as usual until further notice. The remodel project had been delayed due to contract negotiations with the architect and contractor. The project is set to start the first week of March with a completion date of July 1st. The contracts will be finalized on Monday, February 24th. A walk through with the contractor and architect is scheduled for Tuesday, March 4th.

Accounts Payable

Motion By: Sauer to approve accounts payable and pay the bills in the amount of \$223,874.74.

Seconded By: Walter

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea
5 yeas 0 nay 0 excused 1 absent **Motion carried**

January Financial Statements

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

Seconded By: Trigg

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea
5 yeas 0 nay 0 excused 1 absent **Motion carried**

Revised Vacation/Sick Time Policy

Motion By: Trigg to accept the revised draft of Paid Time off Policy of 72 hours front loaded sick time for fulltime employees with 300 hours of capped time.

Seconded By: Walter

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea, Kuiper - yea
5 yeas 0 nay 0 excused 0 absent **Motion carried**

Discussion: With the new earned sick time law taking effect on February 21st, it was decided to split the PTO that BLDHD employees receive into two separate banks, Sick and Vacation time. This makes it easier for employees & staff to track. The sick time will be front loaded, instead of accrued, and capped at 300 hours. Employees can only use no more than 150 hours of sick time in a year for reasons not specified in the policy. The use of PTO for the last 37.50 hours of for someone retiring/separation of employment is prohibited unless sick time is needed for work reasons listed. Staff met with the employee committee and listened to suggestions.

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details. States he is receiving a lot of calls from the community, schools, nursing homes, assisted living homes, etc. as to what they

can do for covid and the flu. Flu started to peak in mid-February, and this is typical for this time of year. Schools want to know if they should close due to the flu. It depends on whether they have enough staff to safely operate and if they have enough students to attend. The Health Department tries to give them guidance on the best course of action. Expresses the use of good hygiene in trying to control the spread of the flu/covid.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. Discussed what the Community Health Workers at the Health Department do and what kind of training they go through to become one. Medicaid is now able to pay for CHW services, but the rate combined with requiring face-to-face services doesn't cover all costs.

Environmental Health – Eric Johnston

A report was distributed at the beginning of the meeting. Please refer to it for details. January is Radon Action Month. At BLDHD, it was "Give a Can, Get a Kit". This campaign requests you give a non-perishable food item or toiletry item and you get a free radon kit in exchange. BLDHD gave out 66 kits between the two counties and items collected are taken to local food pantries. In September of 2024, EGLE conducted a Private & Type III Water Supply Program evaluation. All minimum requirements were met, and they had nice comments to say about BLDHD staff.

Administrative – Shelley Jablon

A report was distributed prior to the meeting. Please refer to it for details. Jablon is working on amending the budget and she will present it in September. Starting to review the Personnel Policy for BLDHD as some of the policies do not meet the needs of the personnel with the growth of the Health Department. The board would like to go back to just receiving a copy of the check register instead of the vendor activity report.

Public Comment – None

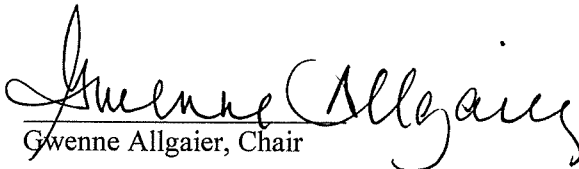
Board Comments – The board thanked Dodie Putney for her many years of service at BLDHD.

Adjourn

Motion By: Walter to adjourn the BOH meeting at 3:50 p.m.

Seconded By: Sauer

Voice Vote: 5 yeas 0 nay 0 excused 1 absent **Motion carried**


Gwenne Allgaier, Chair


Sanna Johnson, Recording Secretary

