

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, April 24, 2024 2:00 p.m.
Benzie Resource Center – Ingemar Johansson Conference Room
6051 Frankfort Hwy.
Benzonia, MI 49616**

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

Members Present:

Dr. Barbara Conley – Leelanau County Member at Large
Art Jeannot – Benzie County Board of Commissioners
Dr. Mark Kuiper – Benzie County Member at Large – arrived 2:01p.m.
Gwenne Allgaier – Leelanau County Board of Commissioners
Gary Sauer - Benzie County Board of Commissioners
Ty Wessell – 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
Dan Thorell – Health Officer
Dr. Joshua Meyerson – Medical Director
Michelle Klein - Director of Personal Health

Staff Excused: None

Guest Present:

Ken Talsma – Anderson, Tackman & Company – via Teams
Sue Sparkman – Benzie-Leelanau District Health Department

Pledge of Allegiance

Approval of March 27, 2024 BOH Minutes:

Motion By: Wessell to approve the March 27, 2024 BOH meeting minutes.

Seconded By: Allgaier

Voice Vote: 6 yeas 0 nay 0 excused Motion carried

Approval of the Agenda:

Motion By: Conley to approve the agenda as presented.

Seconded By: Allgaier

Voice Vote: 6 yeas 0 nay 0 excused Motion carried

Public Comment – None

Audit Presentation – Ken Talsma, Anderson, Tackman & Company

BLDHD had a clean audit for the fiscal year 2023. The two federal programs that were tested were Epidemiology and Laboratory Capacity for Infectious Diseases, both were compliant. Talsma presented graphs to better show the financial position that BLDHD had for the fiscal year 2023 compared to past years. The fund balance remained at a healthy balance, which is at least 10-15%

of the next year's anticipated expenses. In the past few years, the fund balance was able to reach and maintain a healthy balance due to the State of Michigan catching up on payments due to BLDHD and the administrative fee that was allowed to be collected for the Covid vaccines that were administered through most of 2023. Also, the new GASB rules on how certain revenues and expenditures are to be reported assisted in increasing the fund balance. The revenue sources for BLDHD are inter-governmental funding (appropriations), grants and charging for services. The Environmental Health Division raises revenue through permit fees. These fees are a fraction of the cost of the service being performed. The calculations for the services are periodically reviewed to make sure that they are appropriate for the area that is serving the residents. Generally, the permit fee is 70% of the true cost of the service. The Personal Health Division generates revenue through insurance billings and direct pay for medical services. The revenue amount doubled last year as the number of new programs had increased.

Motion By: Jeannot to accept the audit.

Seconded By: Conley

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

NACCHO Presentation – Sue Sparkman

The Emergency Preparedness program began in 2002. Federal money became available through the CDC to increase local health departments' ability to respond effectively to a large range of public health threats. There are several threats that LHDs train for. At the NACCHO conference that Sparkman attended, there were hundreds of training sessions that were available to attend. The sessions that could not be attended were then available to download and view. The sessions covered a multitude of topics. BLDHD's emergency preparedness project for this year is cyber-attacks. Health care systems have seen a sharp increase in cyber-attacks happening to their technical infrastructure.

Health Officer Update – Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details. The succession planning workshop that was attended earlier in the month provided many tools for the succession planning for BLDHD senior management. In the near future, there are senior management roles that will become open as retirements occur. The training recommended to look within your organization for any potential future leaders. One of the best ways to train a person for a new position is on the job training.

The Day at the Capital was a positive experience. Dr. Conley attended the event with Thorell and various other staff members. State Representatives recognize that the CHIR programs do help communities. It was discussed how stable funding for these programs is needed. On May 8th Thorell will be attending a Legislator Dinner to discuss Northern Michigan's health care needs. It was suggested that an invite be sent out to State Representatives to attend a BLDHD BOH meeting.

Accounts Payable

Motion By: Conley to approve accounts payable and pay the bills in the amount of \$264,315.75.

Seconded By: Allgaier

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

March 2024 Financial Statements

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

Seconded By: Wessell

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

Succession Planning

Dr. Conley distributed a Resolution for the BOH to review. The Resolution discussed the duties of Senior Staff Members and how they could be distributed as roles may shift with retirements.

Staff Reports:

Medical Director – Dr. Joshua Meyerson

Measles is becoming a concern. There was a recent outbreak in Chicago and a few cases found in Michigan. Most individuals who have contracted the disease have traveled to international areas that are experiencing measles outbreaks. The biggest concern for this disease is 54% of infected people need to be admitted to a hospital for care. This would put a huge strain on the health care system if there were a large outbreak of the disease. Populations that are not vaccinated for measles are the largest concern for the outbreaks. Measles is more contagious than Covid.

There will be a meeting held at Crystal Mountain to discuss the TB Bovine testing in Benzie County. The public can Zoom in. The Avian Flu has been discovered in dairy cows. The infected cows are not showing any symptoms, other than their milk is discolored. This disease cannot be transmitted through pasteurized milk. Unpasteurized milk poses a risk of transmission of the virus. The treatment of this disease is manageable.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. The 2023 Parenting Communities Annual Report was presented.

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details. The number of permits that have been issued for the fiscal year were presented and discussed. Each type of permit was shown for each township within each County. So far this year, the number of permits for Leelanau County rose by 13.71%. The number of permits issued in Benzie County has remained approximately the same as last year.

Administrative – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details. There were questions about information technology and security.

Public Comment – None

Board Comments – None

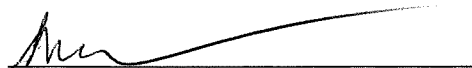
Adjourn:

Motion By: Sauer to adjourn the BOH meeting at 5:07 p.m.

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



Gary Sauer, Chair



Shelley Jablon, Recording Secretary