Board of Health Meeting Minutes
February 19, 2019

The regular meeting of the District No. 4 Health Board was called to order by Chairman Albert LaFleche, February 19, 2019 at 10 a.m. The meeting was held in the Commissioners Room, at the Presque Isle Co. Building, Rogers City, MI.

ROLL CALL

Present:
Alpena County: Adrian, McDonald
Cheboygan County: Gouine, Newman
Montmorency County: Peterson, LaFleche
Presque Isle County: Altman, Gapczynski

Absent:

Excused:
Meyerson, Fournier

Others Present:
Denise Bryan, Judy Greer,
Scott Smith, Karen Nowicki-Compeau
Brenda Hanson

AGENDA CHANGES:

None.

MINUTES

January 15, 2019 Health Board Minutes: Motion by Adrian with support by Peterson to approve the January 15, 2019 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

January 23, 2019 through February 15, 2019: Motion by Gapczynski with support by Gouine to approve the Listing of Claims submitted from January 23, 2019 through February 15, 2019. Roll call vote. Ayes all, motion carried.

PUBLIC COMMENT

None.
MEDICAL DIRECTOR’S REPORT

Communicable Disease Report: The report for January 1, 2019 through January 31, 2019 was mailed to the Board with the packet for the month. Dr. Meyerson is on vacation. Bryan spoke briefly about the Pediatric death in Alpena and Norovirus is on the rise.

PERSONAL HEALTH NURSING DIRECTOR’S REPORT

Staffing Update: Nowicki-Compeau informed the Board that we are 100% staffed. Alpena Secretary, Cheboygan Nurse and Alpena/Montmorency BFPC were hired in February; start date for all is February 25, 2019.

Letter to Colleges Sent: Nowicki-Compeau informed the Board that all letters to Colleges were sent out.

Review RoadMap to Maternal and Infant Health: Nowicki-Compeau discussed the roadmap to the MIHP program.

MIHP Audit: Nowicki-Compeau discussed the MIHP audit review that took place in December. This is an 18 Month Certification/Accreditation program. A couple issues were found during the audit and corrective action plans are being written.

Letter sent to provider office regarding Immunization compliance: Warning letter went out to local provider for their non-compliance in the Immunization Program. They have provided a correction active plan to ensure their compliance.

ENVIRONMENTAL HEALTH DIRECTOR’S REPORT

Public Water Supply Non-Community – evaluation: Smith informed the Board that Type II water systems such as schools, businesses and restaurants are required to conduct water samples. Some are not complying with this requirement and are deficient. Smith submitted a plan and will meet with MDEQ on Wednesday, February 20, 2019 for the review of this plan.

Hillman Municipal Water Supply – Update: Smith explained the MDEQ conducted a sanitary survey of the Hillman community water system and made recommendations to replace infrastructures that are aging. Local citizens are concerned.

Swimming Pool – water supply and wastewater upgrades – Mackinaw City: Smith informed the Board that many swimming pools in Mackinaw are not disposing their waste water properly or do not have an approved water supply. Compliance activities are ongoing at this time.
LEVEL ONALMENTAL HEALTH DIRECTOR’S REPORT CONTINUED

Letters for public septic installers: Smith informed the Board about requirements for septic contractor registration with the department. We are mailing them the information to be a registered contractor.

ADMINISTRATIVE SERVICES DIRECTOR’S REPORT

Revenue and Expense Report: Greer mailed the Revenue, Expenditure and Trial Balance Reports to Health Board members with the notice of the meeting for review. Amount to be deducted from Fund Balance as of December 31, 2018 is $51,118. This is due to FMLA cases and comp time payout for 2018. Greer will update staff on the final outcome for 2018.

ADMINISTRATIVE HEALTH OFFICER’S REPORT

PFAS Meeting: Bryan and Smith will be attending a PFAS meeting for the public today, Feb 19th at the Alpena Library 1:30-3:30pm. USEPA: media reports to expect a slow response at federal level. Currently no national movement to remove PFAS or health info; concerns for drilling.

All Staff Meeting: Date set for April 26th, location to be determined. Committee has been formed to coordinate this event. Alpena will host this year and Cheboygan will host next year. Coordinating with MSUE for guest speaker with cross jurisdictional sharing funding.

Workforce Development workshops underway: Bryan has Leadership meeting scheduled with her staff along with a required book read, “Dare to Lead” by Brene Brown. Additional trainings for Conflict Resolutions and Change is being looked at to help the current Leadership Team.

Public Health Emergency Preparedness mini grant: $5,000 award. Laptops/IT have been ordered, should arrive within next couple weeks.

Medical Marijuana Prevention Outreach: Grants awarded for Cheboygan ($6,113) and Alpena ($7,795). Thank you to Alpena and Cheboygan for working with us. Each county will received $250, fiduciary stipend for their efforts. Newman wants an explanation of what those funds will be used for in Cheboygan; send to Jeff Lawson.

Inclement Weather Closure Policy & Complaints: Bryan discussed with the Board the weather closure policy and complaints that have come in for not closing due to inclement weather. All board members provided input and results were, if an employee is concerned for their safety due to inclement weather, and they want to leave, they have to use their own benefit time.
ADMINISTRATIVE HEALTH OFFICER'S REPORT CONTINUED

Motion made by Altman with support by Gouine to approve employees using their own benefit time for inclement weather. Ayes - Adrian, Gouine, Newman, LaFleche, Peterson, Altman, and Gapczynski, Nayes - McDonald. Motion carried.

Atlanta building/Facility updated: Bryan is working with Tom (& wife) of Montmorency on a new building proposal through possible grant money. Bryan said she will put a plan together, in the meantime have walls painted in the Montmorency office.

Senate Bill 1175 Paid Medical Leave Act: Bryan shared with the Board that this bill dated March 22, 2019 for 50 employees or more gives medical leave approval for part time employees.

Annual Policies & Procedures coming next month: Bryan discussed with the Board that all policies and procedures will be reviewed next month to include new policies and/or procedures that are needed.

OLD BUSINESS

None.

NEW BUSINESS

Policies: Public Health policies 6.02.001 through 6.02.003 and 6.08.001 through 6.08.010 are being updated based on procedures currently in place.

Motion by Adrian with support by Altman to approve policies dated February 19, 2019. Ayes all, motion carried.

Fee-Counseling Tobacco Cessation: Recommend setting a counseling – tobacco cessation fee of $20 for services we are providing; but not being billed. This is a billable service identified by our Nurse Practitioner Coordinator.

Motion by Gouine with support by McDonald to adopt the $20 fee for Counseling – Tobacco Cessation. Ayes - Adrian, Gouine, Newman, LaFleche, McDonald, Nayes - Peterson, Altman, and Gapczynski. Motion carried.

Food Law/Code Variance: Recommend variances of routine inspections on existing establishments. Approval of variances are made by county through EH Director and sanitarians.
NEW BUSINESS CONTINUED

Motion Gapczynski with support by Adrian to approve the food law/code variance. Ayes all, motion carried.

Alternate Treatment System for Existing Structures: Board already passed last year for new structures of alternate treatment systems. This motion is for existing structures.

Motion by Adrian with support by Gapczynski to adopt this policy for existing structures. Ayes - Adrian, McDonald, Newman, LaFleche, Peterson, Altman, Gapczynski, Nayes - Gouine. Motion carried.

PUBLIC COMMENT

None.

ADJOURNMENT:

There being no further business to come before the Board, motion by McDonald with support by Gouine to adjourn at 11:47am. Ayes all, motion carried.

Albert LaFleche, Chairman
Carl Altman, Secretary/Treasurer
Brenda Hanson, Recording Secretary