Health Board Meeting  
November 20, 2018

The regular meeting of the District No. 4 Health Board was called to order by Chairman Bob Adrian, November 20, 2018, at 10:00 a.m. The meeting was held in the Cedar Room of District Health Department No. 4, Alpena County.

ROLL CALL

Present:  
Alpena County: Adrian, Fournier  
Cheboygan County: Gouine, Newman  
Montmorency County: Peterson, LaFleche  
Presque Isle County: Altman, Lang

Absent:

Excused:

Others Present: Judy Greer, Karen Nowicki-Compeau, Joshua Meyerson, Denise Bryan, Scott Smith, Leah Werth

AGENDA CHANGES

None,

MINUTES

October 16, 2018 Health Board Minutes: Motion by Altman with support from LaFleche to approve the October 16, 2018 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

October 18, 2018 through November 16, 2018: Motion by Altman with support from LaFleche to approve the Listing of Claims submitted from October 18, 2018 through November 16, 2018. Discussion occurred. Bryan updated on legal fees, as the Board had previously approved $500. Need an increase of $ 913.36 for legal fees of this purpose. Roll call vote. Ayes all, motion carried.

MERS Representative Tony Radjenovich: Radjenovich updated the Board on the Actuarial information for the Defined Benefit, Defined Contribution, and the Hybrid Plan. The Department is 62% funded. Radjenovich answered questions presented by the Board. If DHD4 only pay the minimum, would be at approximately 60% funded at the end of 2019.
PUBLIC COMMENT

None.

PERSONAL HEALTH NURSING DIRECTOR’S REPORT

**Nursing Vacancies:** Alpena/Montmorency position is being filled. A nurse 2nd interview declined due to wages. Have had to advertise for the position again. Cheboygan nurse 1st interview declined due to wages. Need to look at funding mechanisms for increasing nursing wages. Adrian questioned using Cost Based Reimbursement to cover.

**Breastfeeding Peer Counselor:** Vacancy still continues for Alpena/Montmorency County Breastfeeding Peer Counselor. The Cheboygan/Presque Isle position has been filled.

**Breastfeeding Chairs & Client Chairs:** Nowicki-Compeau shared that the breastfeeding chairs and client chairs are being distributed. Nowicki-Compeau shared the background of the furniture that had been previously used.

**Partition privacy:** Montmorency County now has partitions for privacy and the locks have been installed on the windows as well.

**Quarterly County Immunization Rates:** Nowicki-Compeau distributed the quarterly county immunization rates.

**Community Connection Update:** Community Connections started in September in all counties except Alpena County. The program works with provider offices and linking services. There is some funding provided for the program. In 2019 our goal is to bring to the Alpena area. We are the referral HUB to the providers and continued communication on the linkage of services.

**Family Planning Annual Report 2017:** Nowicki-Compeau distributed the 2017 Family Planning Annual Report.

ENVIRONMENTAL HEALTH DIRECTOR’S REPORT

**Fee Schedule Comparison 2018/2019:** Smith provided the Fee Schedule comparison for the Drinking Water, Wastewater, and Food Safety programs.

**Accreditation:** Smith informed the Board that the Food program had three not met indicators during the accreditation process. Environmental Health had two programs in the accreditation last week.
ENVIRONMENTAL HEALTH DIRECTOR’S REPORT CONTINUED

PFOS for Schools and Water Systems: All water systems and schools had water sampling completed in early November. There are 40 water systems in the district, 19 are in Cheboygan. All the results that have come back so far are from Cheboygan and have been non-detected for PFOS. Adrian suggested a press release on the testing once data is received.

ADMINISTRATIVE SERVICES DIRECTOR’S REPORT

Revenue/Expenditure and Trial Balance Report: Greer mailed the Revenue/Expenditure and Trial Balance Report to Health Board members with the notice of the Health Board meeting for their review. As of September 30, 2018, there would be $ 53,731.51 used from the Fund Balance.

Blue Care Network/Blue Cross Blue Shield Rates: The Department received their renewal rates effective February 1, 2019. The overall increase is .29%. There are some changes to the BCN plan that are out of our control. There is an increase in Emergency Room copay and a change in prescription drug copays. Will have an insurance cost containment committee in the near future.

2019 IT Annual Plan: Greer presented the 2019 IT Annual Plan. The plan outlines the accomplishments from the past year and goals set for the upcoming year.

Motion by Lang with support by Fournier to accept the 2019 IT Annual Plan as presented. Ayes all, motion carried.

MEDICAL DIRECTOR’S REPORT

Communicable Disease Report: The report for period October 1, 2018 through October 31, 2018 was mailed to the Board with the packet for the month. He stated that we are seeing some influenza activity now.

Tobacco Free Spaces: Meyerson shared a letter of support that was presented to Mayor Waligora and Alpena City Council Members regarding the tobacco free spaces. Encouraged to include vaping, e-cigs, and such. Meyerson explained what vaping is and things that could be used in the vaping process.
ADMINISTRATIVE HEALTH OFFICER'S REPORT

Accreditation: Bryan commended the Administrative team on the Accreditation process and the extra hours necessary.

EMR Update: Bryan updated the Board on the EMR settlement proposal. She will keep board updated.

Legislation 2019: Bryan shared a document regarding the new earned sick time act that will be initiated in March 2019. Will need to follow up with review compared to the union contract. Minimum wage act being reviewed as well. Recreational marijuana is another area that will need to be looked related to drug testing and random testing policies.

PFAS Testing: There has been an advisory issued related to not eating deer within a five mile radius of Clark’s Marsh. There will be a townhall at Wurtsmith Air Force Base on December 4, 2018.

Active Shooter: The news repeatedly reports active shooter incidences. We need to increase our training on Active Shooter in 2019. Would like the Commissioners to see the video in 2019. Bryan is sending Emergency Preparedness Coordinator to observe training to bring back to the department.

Cheboygan County Jail: Bryan shared a letter received from the Cheboygan County Jail terminating the agreement effective November 14, 2018. Bryan commented on the contents of the letter. Since receiving that termination, another letter has been received requesting continued support until December 14, 2018. Meyerson shared his conversation with the jail staff. Newman stated that it was about liabilities and areas that were not being provided that were required by law.

Grant Funding: Received $25,000 that has unrestricted use for 2019. This is the second year that DHD2 and DHD4 have been selected to receive these funds. Workforce development/training will be part of the grant work plan.

OLD BUSINESS

State Sanitary Code Update: Adrian had previously spoken with Smith regarding the Board members going to their counties to pass a resolution to oppose the Statewide Sanitary Code. Smith updated the Board on the proposed State Sanitary Code. There have been amendments issued on the two Bills. The Michigan Environmental Health Association voting is taking place and the result will go to MALPH on the outcome. There is a position paper that has been reviewed at past board meeting. Bryan shared the potential of increase in staff timing to meet the potential state sanitary code requirements. The Board has asked Smith to make a recommendation to the Commissioners as to whether a resolution is necessary.
NEW BUSINESS

Accreditation Preliminary Report: Nowicki-Compeau highlighted the Accreditation process that occurs every three years. She shared the preliminary results with Commissioners related to each program. There was one indicator in Family Planning that had to do with ACA non-compliant with a door that is into our waiting area. Hoping this will be changed to Met with Conditions. The reviewers were pleasantly surprised with the outcome. They were impressed with teamwork, male initiative, provided feedback. There were suggestions on enhancing our programs that will be reviewed. The final report will be shared when received.

Adrian felt that thanks is not enough to get where we are at today. Adrian expressed his thanks. The Board appreciates all Leadership and Staff dedication and hard work.

Policies: Motion by LaFleche with support by Lang to approve the policies dated November 20, 2018 as presented. Ayes all motion carried.

2019 Annual Budget: Greer distributed the revenue and expenditures for 2019 budget today. We have included the county appropriations that are being requested and the 2% increase of fees in the budget. Discussion occurred regarding the 2% increase in fees.

Motion by Altman with support by Peterson to approve the 2% increase in county allocations. Roll call vote. Ayes all, motion carried

Motion by Lang with support by LaFleche to approve the 2% fee increase as presented. Discussion occurred. Roll call vote. Ayes – Adrian, Newman, LaFleche; Nays – Fournier, Gouine, Peterson, Altman, Lang, motion failed.

Motion by Gouine with support by Fournier to approve a 1% fee increase in fees. Roll call vote. Ayes – Gouine, Newman, Adrian, Fournier, LaFleche, Peterson; Nays – Lang, Altman Motion carried.

Health Officer Evaluation & Contract: Adrian and Lang completed an evaluation for the Health Officer and shared the summary of the evaluation.

Motion by Lang with support by LaFleche to authorize Chairman Adrian to sign the contract for 1 year for continued Health Officer services with DHD2. Discussion occurred. Roll call vote, Ayes – Lang, Altman, Gouine, LaFleche, Peterson, Adrian, Fournier, Nays – Newman. Motion carried.

Motion by LaFleche with support by Lang to increase the wage to include 46% OF $1,500 Increase. Roll call vote. Ayes all, motion carried.
ADJOURNMENT

There being no further business to come before the Board, motion by LaFleche with support by Lang to adjourn. Ayes all, motion carried.

Adjournment 1:12pm

Bob Adrian, Chairman

Cal Gouine, Secretary/Treasurer

Judy Greer, Recording Secretary