Health Board Meeting
July 17, 2018

The regular meeting of the District No. 4 Health Board was called to order by Chairman Bob Adrian, July 17, 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:  
Cheboygan County:  
Montmorency County:  
Presque Isle County:  
Adrian, Fournier  
Newman  
Peterson, LaFleche  
Lang, Schell

Absent:  
Gouine

Excused:  
Altman

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

AGENDA CHANGES

None.

MINUTES

June 19, 2018 Health Board Minutes:  Motion by Lang seconded by Peterson to approve the June 19, 2018 Health Board Minutes.  Ayes all, motion carried.

CLAIMS

June 27, 2018 through July 13, 2018:  Motion by Lang seconded by LaFleche to approve the Listing of Claims submitted from June 27, 2018 through July 13, 2018. Roll call vote.  Ayes all, motion carried.

PUBLIC COMMENT

None.
PERSONAL HEALTH NURSING DIRECTOR’S REPORT

Accreditation Preparation: Nowicki-Compeau is preparing for Accreditation that will take place in November 2018. Policies and procedures approved by Meyerson to be presented at next meeting.

Community Connection Project: Recently submitted a 2019 budget to Northern Health Plan for the Community Connection Project. Orientation will begin very soon. Nowicki-Compeau highlighted what disciplines will be involved in this project.

Medical Chairs: Nowicki-Compeau will be costing out medical chairs for pregnant clients and/or moms with young children. OSHA compliant, comfort and professional looking. Utilizing grant funds at the end of the fiscal year.

Adult Day Care Audit: NEMCSA audit on the Adult Day Care took place yesterday. We received a verbal approval of the audit with a few suggestions.

Be Healthy at the Fair: Nowicki-Compeau shared the posters that may be displayed at the local fairs.

ENVIRONMENTAL HEALTH DIRECTORS REPORT:

State Sanitary Code: House bill. Recent activity by DEQ, Governor’s office and Representative Lauwers. A substitute bill being drafted. Smith explained the concerns of many agencies.

Vapor Intrusion: Smith updated the Board on the Vapor Intrusion in Alpena and Cheboygan Counties. No new results at this time.

CRTC Alpena: Site visit by DHD4 for review on steps being taken by the National Guard/DEQ regarding the PFAS contamination.

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. Amount of fund balance being used through June 30, 2017 is $ 102,528.49.

Credit Card Payments: Greer updated the Board that DHD4 has collected $ 25,676.63 in credit card payments from June 2017 – May 2018.
**MEDICAL DIRECTOR’S REPORT**

**Communicable Disease Report:** The report for period June 1, 2018 through June 30, 2018 was mailed to the Board with the packet for the month. Legionnaires disease discussion occurred.

**Dental Clinics Update:** Prior to July 1, 2018 MCDC contractually ran the dental clinics for the Health Department of Northwest Michigan. Effective July 1, 2018, Dental Clinics North is under the leadership of HDNW. DHD4 IT staff assisted with the transition of Dental Clinics North in Alpena, HDNW was grateful. Meyerson explained the service model and goals recognizing oral health and the importance of prevention in children.

**ADMINISTRATIVE HEALTH OFFICER’S REPORT**

**Mother Infant Health Improvement Plan – June 20th:** Town hall meeting was held to discuss Maternal Infant Health at Kirkland Community College in Grayling.

**Rural Communities Opioid Response Planning HRSA Grant:** Application for the Rural Communities Opioid Response Planning HRSA Grant underway with collaborative partners. Bryan included the letter of support that was sent. The HRSA Federal statistics has determined the counties that qualify for the event; Alpena County not being included in the grant application at this time. Bryan has been attending weekly meetings.

**Regional Community Health Assessment:** Regional Community Health Assessment underway for 31 counties. MITHRIVE (Northern Alliance). The funding for the work is coming from the hospitals and other sources. A Community Health Assessment report will be developed as the outcome. Next step after that is a Community Health Improvement Plan (CHIP).

**MERS Annual Meeting:** The MERS Annual Meeting to take place October 3-5, 2018 in Grand Rapids. The cost of the registration is $175 ($88 for DHD4).

Motion by Lang with support by Fournier to pay ½ the cost for Bryan to attend the MERS Annual Meeting in Grand Rapids. Ayes all, motion carried.

**Child Lead Poisoning Elimination Board Report and Forum Event:** Bryan attended the Child Lead Poisoning town hall in West Branch. Highlighted the importance of the lead screening in the WIC program. Lead abatement can be very costly for the general public. Nowicki-Compeau shared what the Health Department does when a child presents with an elevated lead level.

**Cheboygan Board of Commissioners:** Thank you to Cheboygan’s Board of Commissioners for hospitality at their June Board meeting. Scheduling to visit the other 3 counties. Annual report distributed at the Board meeting.
ADMINISTRATIVE HEALTH OFFICER’S REPORT CONTINUED

PFAS and Bridge Magazine article on 2012 Delaney Report: Bryan received a copy of the 2012 Delaney Report from the DEQ via media FOIA request. Bryan shared some of the history of PFAS and disappointment of just learning of this 2012 report.

Local Public Health Funding: Email regarding more local public health funding and emergent funding or combination. There is an increase recommended in local public health funding. Bryan has asked all the monies go to local health departments. Adrian suggested sending a thank you letter to Representative Allor and Senator Stamas regarding budget discussions.

Mentoring Program Pilot: Mentoring Program Pilot for new Health Officers and other leaders. (Northern Alliance). Nowicki-Compeau shared the importance of the mentoring program pilot.

Legislative Roundtable: Otsego Club, July 19, 2018 at 1pm. All Board members received an invitation to the event.

July 30, 2018 Meeting: Confidential meeting with vendor on July 30, 2018.

Accreditation Preparation: Accreditation preparation is in full mode.

Grievance – Step 4 & 5: Bryan updated our attorney.

Staffing FMLA: Bryan shared information regarding the FMLA and staffing concerns. The staff can only rally for so long. The majority of the FMLA are within the public health division.

Staffing: Discussion regarding the potential future positions within the department occurred. Once back to full staff, Nowicki-Compeau will be tasked with Performance Management and CQI monitoring of staffing levels and availability of clinics.

OLD BUSINESS

Atlanta Office: Bryan met with Joel Otto, landlord. He is agreeable to painting, changing a door, and security glass and sprucing up. The building is currently for sale for $149,000. Bryan and Otto discussed many items to be updated. Phase I to be completed by October 31, 2018.

NEW BUSINESS

Administrative Charter: DHD4 did not have any written Board approved guidance on the salary and benefits for Management staff/non-Union. The Executive Board met several times with Management staff to comprehensively discuss and capture all aspects of benefits.

Motion by Lang seconded by LaFleche to adopt the Administrative Charter as presented. Roll call vote. Ayes all, motion carried.
NEW BUSINESS CONTINUED

Vaccination Fees: Greer recommends setting the vaccine fees at $2.00 above the highest reimbursable rate rounded up to the nearest dollar per injection effective August 1, 2018. By setting the fees as outlined, DHD4 would receive the maximum allowable fees from third party payers.

Motion by LaFleche seconded by Fournier to set the immunization fees as outlined above. Roll call vote. Ayes all, motion carried.

Animal Bites/Rabies Investigation: After review by Meyerson, Smith and Nowicki-Compeau propose the policy for Animal Bites/Rabies Investigation as presented in the attached policy.

Motion by Lang seconded by Fournier to adopt the Animal Bites/Rabies Investigation Policy as presented. Ayes all, motion carried.

PUBLIC COMMENT:

Meyerson introduced Dr. Mert Aksu, Interim Director of Dental Clinics North. Dr. Aksu shared his mission when visiting all the dental clinics.

ADJOURNMENT

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

Adjournment 12.20pm

Robert Adrian, Chairman

Cal Gouine, Secretary/Treasurer

Judy Greer, Recording Secretary