Health Board Meeting  
April 17, 2018

The regular meeting of the District No. 4 Health Board was called to order by Chairman Robert Adrian, April 17, 2016, at 10:00 a.m. The meeting was held in the Conference Room of the District Health Department No 4, Cheboygan County, Cheboygan, Michigan.

ROLL CALL

Present:  
Alpena County:  Fournier, Adrian  
Cheboygan County:  Gouine, Newman  
Montmorency County:  Lang, Schell  
Presque Isle County:  

Absent:  
LaFleche, Peterson  

Excused:  
Altman

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

AGENDA CHANGES

None.

MINUTES

March 20, 2018 Health Board Minutes:  Motion by Lang with support from Gouine to approve the March 20, 2018 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

March 21, 2018 through April 13, 2018:  Motion by Lang with support from Schell to approve the Listing of Claims submitted from March 21, 2018 through April 13, 2018. Roll call vote. Ayes all, motion carried.

PUBLIC COMMENT

None.
ENVIRONMENTAL HEALTH DIRECTOR REPORT

Statewide Sanitary Code: Smith shared a letter stating that DHD4 does not support proposed legislation regarding HB5752 and HB5753 being presented to legislative. Smith presented the opposition to the House Bills. If this Code goes through, our local Sanitary Code would need to be approved by the State of Michigan. Local Public Health wants to be at the table when Public Health Codes are designed. Meyerson felt Michigan Association of Counties should get involved. A resolution could be a future direction for the counties of DHD4. This item will remain on the agenda.

Motion by Gouine with support by Lang to support the position paper presented by Smith. Ayes all, motion carried.

Great Lakes Beach Monitoring: Smith informed the Board that the MDEQ has increased our Great Lakes Beach Monitoring funds for FY18 in the amount of $7,096.64. Potentially adding additional beaches for monitoring and possibly purchase similar signage with other beaches in the Tip of the Mitt of Michigan would be a means of utilizing the funds. Smith will present pictures of the potential signage that may be used at a selected beaches.

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. The amount of fund balance being used as of February 28, 2018 is $111,746.29.

Family Planning Gap Program: Northern Health Plan has awarded the Department an additional $4,000 for the Family Planning Gap Program.

Work Comp Audit: The Department has completed its 2017 Workers Compensation Audit. We have received a refund in the amount of $2,699.00.

Quit Claim Deed: The Quit Claim Deed for the Alpena Building has been forwarded to Steve Hall, President of Northern Health Foundation for signature.
PERSONAL HEALTH NURSING DIRECTOR REPORT

Due to weather conditions, Nowicki-Compeau was unable to travel to the conference.

Community Health Worker: We now have a Community Health Worker on staff. She had participated in an 8-week training.

MEDICAL DIRECTOR’S REPORT

Communicable Disease Report: The report for March 1, 2018 through March 31, 2018 was mailed to the Board with the packet for the month. There has been a slight decrease in influenza cases during the last month. Discussion occurred regarding Hepatitis A as well as Hepatitis C.

ADMINISTRATIVE HEALTH OFFICER’S REPORT

Weather Closures: On April 4th all offices were closed at 4pm due to weather and on April 16th Bryan delayed opening all offices until 12pm. Bryan had consulted with Adrian on the closure. The Adult Day Care was of concern. Montmorency Office closed for the day due to staff call-outs.

All Staff Meeting: Our All Staff Meeting was Thursday, April 12, 2018. The afternoon consisted of program updates. The Human Trafficking presentation was excellent. Bryan shared the picture of all the staff present at the UAW Black Lake Convention Center. Sanitarians and Nurses need 1 hour of Human Trafficking for their license. All staff received a certificate of completion. Staff received longevity service pins in 5 year increments.

Cheboygan Office Lunch Time: Bryan shared the statistics and complaint related to the Cheboygan Office. We are exploring additional clerk coverage with the clerks that cover clinics. Discussion occurred. Continue to monitor this at leadership meetings.

Motion by Lang with support by Gouine to close the Cheboygan Office from 12-1 for lunch effective 4-17-18. Discussion occurred. Ayes - Gouine, Newman, Schell Nayes – Lang, Fournier

Day at the Capitol: Bryan will be in Lansing April 18th. She wrote an award nomination for Senator Stamas regarding his advocacy for action and funding for public health in the last two years, and she learned he will be presented the award on Wednesday.
ADMINISTRATIVE HEALTH OFFICER’S REPORT CONTINUED


Documents in Process: Bryan shared that work on the Plan of Organization, strategic planning and Accreditation prep are still in process. Accreditation will occur in November 2018.

EMR Software: Bryan shared that the EMR released a product test last week. The legal advice was to work forward with the EMR Company. Bryan reiterated the process that has taken place in the past regarding the EMR.

37 Hours Work Week: We have received a grievance today, 4/17/18, regarding not receiving additional leave accumulation for working 37 hours per week.

Cartoon Issue: Bryan updated the Board on the time used to fact find on a concern for a cartoon posted in an employee break room with the intent to ridicule/demean others. The behavior is unacceptable and dialogue with staff in that particular office occurred. Additionally, a Workplace Professional Appearance Policy in will be brought to the Board.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT:

None.
ADJOURNMENT

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

Adjournment: 11:26 a.m.

Bob Adrian, Chairman

Cal Gouine, Secretary/Treasurer

Judy Greer, Recording Secretary