Health Board Meeting  
February 20, 2018

The regular meeting of the District No. 4 Health Board was called to order by Chairman Bob Adrian, February 20, 2018, at 10:00 a.m. The meeting was held in the Commissioners Room of the Presque Isle County Courthouse, Presque Isle County, Rogers City, Michigan.

ROLL CALL

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

Absent: Peterson, Fournier, Gouine

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

AGENDA CHANGES

Add: New Business - Opioid discussion

MINUTES

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

CLAIMS

January 24, 2018 through February 16, 2018: Motion by Lang with support from Altman to approve the Listing of Claims submitted from January 24, 2018 through February 16, 2018. Roll call vote. Ayes all, motion carried.
PUBLIC COMMENT:

None.

ADMINISTRATIVE SERVICES DIRECTOR’S REPORT

Revenue/Expenditure and Trial Balance Report: Bryan explained that Greer mailed the Revenue/Expenditure and Trial Balance Report to Health Board members with the notice of the Health Board meeting for their review.

2017 Year End Budget: Bryan explained that Greer mailed the 2017 Year End Budget with the Board. The fund balance will increase by $3,574,41. The fund balance is at 16.43% of the budget at the beginning of 2018.

Lang questioned the computer systems funds. Bryan reported that Northern Health Plan funded the MyInsight project.

MEDICAL DIRECTOR’S REPORT

Communicable Disease Report: The report for January 1, 2018 through January 31, 2018 was mailed to the Board with the packet for the month.

Meyerson reports that Influenza is still widespread for several weeks now. Increase in all of our counties. News reports that it has been a bad flu year; 3x hospitalization rate this year. Northern Michigan reported deaths. Vaccine effectiveness 30-35%

Hepatitis A – 1 case in Montmorency County last month. Meyerson doesn’t expect any secondary cases.

Shingles Vaccine – new vaccine (Shingrix), may be available as soon as April. Recommended for individuals 50 years of age and over. Two (2) dose series with 90% effectiveness. Published in MMWR. Standing orders have been written for this vaccine.

PERSONAL HEALTH NURSING DIRECTOR’S REPORT

FPAR 2017 Report: Nowicki-Compeau is required to report to the Board on the Family Planning Annual Report MPRs. For calendar year 2017 we served 307 unduplicated clients,
PERSONAL HEALTH NURSING DIRECTOR’S REPORT CONTINUED

which is approximately 86% of our assigned caseload. This decrease in caseload continues to be a low at DHD4 and other local health departments experience this trend as well. Of our caseload, 98% are female and 2% are male. The minimum program requirement is that 80% of women are less than 150% of poverty; our caseload is 92% of women are at or less than 150% of poverty. There were 153 participants on Medicaid, and 62 participants had Private health insurance; the remaining 92 participants were Uninsured (no public or private health insurance). Bryan reports that with 30% uninsured; Medicaid cost reimbursement monies can be utilized to help these families along with the grant.

The goal for our Family Planning Program is to increase the Long Acting Reversible Contraceptives (LARCs) available in our clinics. We have received an additional $25,000 grant from MDHHS to increase our male caseload.

Nowicki-Compeau shared a flyer that will be placed in the community along with informational brochures to increase the male clientele. Dr. Meyerson has approved the flyer.

Lang provided input that wording should change for “finger poke”. Picture seems “suggestive.” Lang last commented that it’s good to see the focus on males.

Court Order Testing: We are in the process of getting everything in order to begin providing Court Order Testing. We have had a request for this service from Alpena County.

County Quarterly Immunization Report Card: Per accreditation we are required to report on a quarterly basis the County Rankings for Immunizations.

<table>
<thead>
<tr>
<th>County</th>
<th>19-35 months</th>
<th>13-17 year old</th>
<th>Waivers</th>
<th>Flu: 6 mos to 8 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpena</td>
<td>25th</td>
<td>28th</td>
<td>75th</td>
<td>42nd</td>
</tr>
<tr>
<td>Cheboygan</td>
<td>20th</td>
<td>6th</td>
<td>19th</td>
<td>44nd</td>
</tr>
<tr>
<td>Montmorency</td>
<td>52nd</td>
<td>19th</td>
<td>65th</td>
<td>70th</td>
</tr>
<tr>
<td>Presque Isle</td>
<td>47th</td>
<td>37th</td>
<td>41st</td>
<td>48th</td>
</tr>
</tbody>
</table>

Community Health Worker: DHD4 has received grant funding for the training of a Community Health Worker. The duration of the training is 8 weeks.

Public Safety Conference on Opioids: Leah Werth, RN, Public Health Supervisor will be attending the Public Safety Conference in Lansing on Opioids in April.
PERSONAL HEALTH NURSING DIRECTOR’S REPORT CONTINUED

Breastfeeding Promotion: Our Breastfeeding Peer Counselor was involved with the Breastfeeding Promotion that was aired on WBKB Channel 11 on February 13, 2018. Breastfeeding Law in the workplace discussed clarifying employers must allow for pumping and space to do so.

Montmorency/Alpena RN position: The RN position for the Montmorency/Alpena split position has been filled. The new employee will begin work on Monday, March 5, 2018.

ENVIRONMENTAL HEALTH DIRECTOR’S REPORT

State Sanitary Code: Smith updated the Board on the proposed legislation regarding the State Sanitary Code. Michigan is the only state without a state sanitary code for onsite sewage. More information to come on this proposed legislation.

Alternative Treatment Systems (ATS): Smith presented the Board with the Policy and Procedures for On-Site Wastewater. These systems already exist in all four of our counties. The ATS system files are already tagged in all four counties for monitoring purposes. Smith wants to move policy and procedure on ATS from draft to final and will be presented at the next Health Board meeting. Policy to include how and who will design these systems and will they do what they say they will do before they are implemented. Policy and procedure to include a requirement for a maintenance agreement to be submitted to the health department. Required to have a deed restriction as well. Lang voiced concerns regarding deed restrictions and the impact on the value of the home.

Radon Test Kits: DHD4 is now charging $5 per kit. 111 kits sold in January vs 200 kits given out. Funding from EPA may go away.

Grant to Outreach Food Industry – $3,000 grant to improve the annual food newsletter “Friendly Foods”. Smith created a “Ready Reference Guide” for food handlers. These guides will be distributed when inspections are done at the facility.

School Drinking Well Sampling: Smith updated the Board on the School drinking water well sampling for PFAS and PFOA. All Public Schools in the State that are on public water well will be sampled within the next 18 months via a private contractor.
ADMINISTRATIVE HEALTH OFFICER’S REPORT

**Alpena PFAS/PFOA Data:** Matt Radocy, Emergency Preparedness Coordinator has been leading the coordination of alternative water options. Graphs have been included in packet. Eighteen (18) filters distributed with seven (7) installed. Two (2) plumbers have a vendor LOA to install the filters. Six (6) Culligan water coolers delivered - $600 worth of water per home. Estimated to last between 1-3 years of water. No residential private wells have exceeded the 70 ppt. Website up-to-date and links back to MDHHS. Bryan will be putting a letter of concern/complaint to MDHHS/Public Health for improved communication from DEQ. Bryan will be present for the MPART Advisory Board meeting occurring on February 27. Adrian reports that Oscoda township supervisor spoke of resistance of the Department of Defense to cooperate with them at Wurtsmith Base.

**State of Local Public Health:** Bryan shared the Vision and Work plan for 2018.

Bryan shared that Accreditation will be occurring this November. A lot of work needs to be done. An official Plan of Organization needs updating. It would include the Organization Chart, so that will be brought next month to Health Board. Our mission is to be of service to our community. A reverse organization chart suggested by Bryan that includes our residents. Lang commented there should be a traditional organizational chart, but Health Officer could develop a business model chart reflecting the service to residence and so forth. Bryan liked that idea.

Bryan shared a recent observation, and the Board needs to know for business service hours. Montmorency and Presque Isle closes during lunch. Alpena always remains open. Cheboygan is sometimes open during lunch and sometime closes. Staff has been deciding when to close the office. Bryan presented the perspective from the clients we serve when they arrive to the office during lunch hours and a decision to be closed that day could be frustrating for clients. Closure reasons are due to short staffing. Bryan requested the office lunch time closure be sent so data can be shared with the Board of Health. Lang voiced concerns as lunch time may be the only time for residents to make their errands. Bryan agreed it is a customer service fail, and the next month closing and staffing data will be shared. Directors were unaware of this lunch time office closure.

**March Executive Board Meeting after Board:** Bryan reminded the Board about the Executive meeting is scheduled to take place after the March Board meeting regarding Charters for Management and Back-up Administrative coverage discussion and planning. Executive committee to meet after board meeting in March.

**Meeting with Cheboygan Board/Commissioners:** Bryan informed the Board that she will be meeting with the Cheboygan Board of Commissioners on April 24. Her plans are to meet other county Boards as well.
ADMINISTRATIVE HEALTH OFFICER’S REPORT

Emergent Contaminants Conference: Bryan reminded the Board that she will be attending the Emergent Contaminants Conference in Colorado on March 6 & 7 (Travel days March 5 and March 7).

MyInsight EMR Project: Entered into an agreement with NetSmart for an EMR. Two (2) years into the project, an EMR is not in place. Other health departments in the Alliance are exploring a different EMR, and Bryan is looking into the alternative as well. Bryan concerned for the $100,000 funding put towards this project.

Weather Closure Policy: Bryan inquired about office closures due to inclement weather. Past history was when the county court house closed this would determine our office closure as well. Open discussion on this topic regarding closure for inclement weather only versus closure due to power outages etc. Also, the health department is an emergency response partner. Also discussed the importance of staff safety and recognize staff may assess the weather and travel risk for themselves and utilize the appropriate call out process.

Motion by LaFleche with support by Lang to authorize District Health Department No. 4 for no office closure unless the Health Officer, Medical Director or Board Chair determines that it is necessary to do so. Roll call vote. Ayes all, motion carried.

All Staff Meeting: Save the date: April 12th in Black Lake.

County Health Rankings: Bryan shares that these will be due out in March.

OLD BUSINESS

AFSCME Letter of Agreement: Bryan shared the information regarding the additional half day holiday for Christmas Eve Day that was presented to the Union. They voted against the proposal. The latest proposal is to return to the original 35-hour work week.

Adrian commented that Environmental Health Sanitarians work 40 hours in the summer hours which is not specified in the contract. Smith spoke to the travel time accrued during the summer months. Lang reports that manager’s must budget for that overtime/travel. LaFleche reports that you cannot do for one and not the other. Adrian questioned that the Letter of Agreement at 35 hours may be contractually binding, impinging Management Rights. Suggested we seek legal counsel.

Motion by Lang with support by LaFleche to authorize Bryan to sign the Letter of Agreement with the Union to return to the 35-hour work week from April 1 to September 30 each year for all Union employees.
OLD BUSINESS CONTINUED

Lang and LaFleche withdraw motion. Adrian tabled motion at this time. Letter of agreement to go to Labor Attorney for review.

NEW BUSINESS

Homemade Greeting Cards for Adult Day Center: Nowicki-Compeau presented the Homemade Greeting Cards that the Adult Day Center is making. She explained that the Adult Day Center is interested in making cards to sell in the community to help raise funds to support the Adult Day Center special activities. Lang wants to know where we would sell these. Nowicki-Compeau reports that they will approach local community businesses to sell.

Motion by Lang with support by Altman to set the fee of $2.00 per card for Homemade Greeting Cards made by Adult Day Center clients to be sold in the community. Roll call vote. Ayes all, motion carried.

Family Planning Fees: The Family Planning Audit requires that a Family Planning Cost Study be conducted on an annual basis. If we were to charge the calculated rate, we would not collect it due to the fees being so high. Bryan stated cost study audit conducted and Greer would be best to speak to it.

Adrian tabled the Family Planning Cost Study rates of a charge of 20% till next month’s Board meeting upon Greer’s return.

Annual Policy and Procedure Update for Administration and Human Resources: Bryan included several existing Policies with the packet that was distributed. Bryan is trying to move from paper to electronic process of sharing and storing Policies and Procedures. Bryan removed all with Home Health ones, since we no longer have this program anymore. Electronic shared files are now secured. Staff will need trainings on these. Policy and Procedures will be effective March 1st, 2018, but staff must have time to review and sign off an acknowledgement form.

Motion by Lang with support by Altman to approve the Administration and Human Resources as presented. Ayes all, motion carried.

Opioid Litigation: Adrian reports that attorneys have been present at board meetings pursuing litigation. This is national news as they are going after opioid manufacturers. Multiple legal firms in combination approached Alpena County. Judge will be ruling; wants to finish in 2018. Will occur in Federal court in Ohio. Counties and health departments are incurring a substantial cost with dealing with the opioid addiction problems. Alpena at this time hasn’t decided to pursue litigation. Manufacturers have been reckless with the manufacturing of the opioids. Lang says it’s the doctors that are reckless. Meyerson reports that manufacturers have heavily
NEW BUSINESS

Opioid Litigation Continued: promoted this to the providers. Cheboygan is pursuing litigation. Montmorency & Presque Isle County haven’t decided to pursue litigation at this time. Meyerson reports that beginning June 1st it will be much more difficult to prescribe narcotics due to future rules that will be set in place. We may see an increase in Heroin or illicit drug use because of this which can cause an increase in CD cases (i.e. Hepatitis C). Needle exchange programs are not occurring in rural Michigan much right now. Meyerson would like to see Harm Reduction strategies occurring up here.

ADJOURNMENT

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

Adjournment: 12:16pm

Robert Adrian, Chairman

Cal Gouine, Secretary/Treasurer

Leah Werth, Recording Secretary