Health Board Meeting
October 15, 2019

The regular meeting of the District No. 4 Health Board was called to order by Chairman Bert LaFleche, October 15, 2019, at 10:00 a.m. The meeting was held at Commissioners Room of the Presque Isle County Courthouse, Presque Isle County.

ROLL CALL

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

Absent:

Excused:

Others Present:  
Fournier  
Denise, Bryan, Joshua Meyerson, Scott Smith, Judy Greer, Leah Werth, Matt Radocy, Crystal Nelson
– The Alpena News, Sarah Mel

AGENDA CHANGES

None.

MINUTES

September 17, 2019 Health Board Minutes: Motion by Altman with support from Gouine to approve the September 17, 2019 Health Board Minutes with corrections. Change to Gapczynski present and not Commissioner Lang. Ayes all, motion carried.

CLAIMS

September 17, 2019 through October 11, 2019: Motion by Gouine with support from McDonald to approve the Listing of Claims submitted from September 17, 2019 through October 11, 2019. Discussion occurred regarding the MERS funding. Roll call vote. Ayes all, motion carried.

Adrian questioned whether it is time to look at other options. Greer shared the MERS plans that current DHD4 employees are enrolled. Peterson shared what Montmorency County is looking into for unfunded liability. Rogers City has bonded for their MERS unfunded liability.
PUBLIC COMMENT

Sarah Melching, Presque Isle County Emergency Management introduced herself to the Board.

Matt Radocy, Emergency Preparedness Coordinator for DHD4 stated supporting comments for Denise Bryan’s leadership.

Leah Werth, RN, Personal Health Supervisor, stated supporting comments for Denise Bryan’s leadership.

MEDICAL DIRECTOR’S REPORT

Physician’s Update: Meyerson’s Physician’s Update is mailed/faxed to area physicians on a quarterly basis. Meyerson reviewed the newsletter with the Board. He answered questions as presented.

Drive Thru Flu Clinic: Meyerson felt the Drive thru clinic in Cheboygan was great. People felt that it was a great way to get the influenza vaccine and appreciated the opportunity. Staff and Leadership were out in the cold administering the influenza vaccine.

Meyerson stated that TB is a fact of life in Northern Michigan. There has been no other place in the United States that Bovine TB has continued to be a problem. There has been four cases published regarding TB and have all been in Northern Michigan. Gouine questioned the increase in rabies. Meyerson stated that this is related to animal bites. Meyerson stated that Cheboygan County Animal Control is very good at reporting animal bites.

Meyerson mentioned some changes that will take place with the new food code. It is the Certified Food Handler’s responsibility to know when an employee can return to work after an illness.

PERSONAL HEALTH NURSING DIRECTOR’S REPORT

Public Health Coverage: Bryan stated that between Meyerson, Werth, Greer and herself the duties have been divided up during our transition period.

Drive-Thru Flu Clinics: Alpena County administered 35 influenza vaccines and Cheboygan County administered 51 influenza vaccines during the Drive thru flu clinics. Great team work and many satisfied clients loving the experience. In Alpena, Lynn RN, Jessica RN, Jen, and Andrea worked together to make the day a success. In Cheboygan, Christine RN, Mary RN, Jen, and Elizabeth provided great teamwork. Many individuals worked behind the scenes to make the day a success. Cathy provided great advertising for the events.
PERSONAL HEALTH NURSING DIRECTOR’S REPORT CONTINUED

The Caring Place Mini Grant: On October 10, 2019, DHD4 learned that a $1,000 mini grant for client field trips was awarded! Creative funding suggestions by Jessica RN. In August, Karen RN wrote the mini grant to United Way. A fall pumpkin patch outing is being planned.

Alpena Farmer's Market: Received a thank you for staff volunteering at the Alpena Farmer’s Market Children Day.

WIC Audit: The WIC Audit report has been received. There is a Corrective Plan on missed indicators that will be due in the near future. Anne, the WIC Clerk has gone the extra mile to help a mom with a baby needing special formula.

MSU Students: Michigan State University Physician Assistant students will be rotating for observations of public health services in the coming months.

Lead Analyzers: DHD4 has received lead analyzers through a grant. Staff need to be trained so that we can begin screening for lead during clinics.

CSHCS Site Visit: Lonnie from State of Michigan shared the improvement with the CSHCS Program. Really was impressed with the Parent Support Group.

ENVIRONMENTAL HEALTH DIRECTOR’S REPORT

Radon Action Week: Smith informed the Board that the week of October 21, 2019 is Radon Action Week. The expiring kits will be given away for free. There will be a charge of $5 for all other kits.

PFAS: Smith distributed a News Release from EGLE dated October 11, 2019. The Maximum Contaminant Level (MCL) PFAS’s will be lowered in the future. State of Michigan has not committed to retesting in Alpena at this time. We have not heard on the FY20 PFAS funding levels as of yet.

Eastern Equine Encephalitis: DHD4 is receiving notice when spraying is occurring. We are in the loop on this and will continue to follow.

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. Fund balance to decrease by $266,725.00 as of August 31, 2019.

Lewiston Health Fair: Julie represented DHD4 at the Lewiston Health Fair on October 10, 2019.
ADMINISTRATIVE SERVICES DIRECTOR’S REPORT CONTINUED

Friends Together Education: Amy represented DHD4 at the Friends Together “Take Control of your Healthcare” in Rogers City on October 10, 2019.

Human Resources Law: Greer attended a Human Resources Law Conference on September 11, 2019. The conference was led by a panel of Attorneys.

Blue Care Network Rebate: Greer shared that the department received a rebate from Blue Care Network. The rebate was distributed amongst the department and employees.

ADMINISTRATIVE HEALTH OFFICER’S REPORT

ELGE – PFAS: Draft MCLrules filed. The public comment time will be critical during this process.

Fall Newsletter: Bryan shared The District Forum. She highlighted that Kelly was the publisher, Smith wrote the introduction article, and Radocy is responsible for the material coordination. A contest was held and the Staff chose the name of the Newsletter.

Advisory Staff Committee: There was an Introduction to the Advisory Staff Committee on June 6th with the first meeting being held on June 19th. There were items that were brought up that are union issues. They would consist of the 35 versus 37-hour work week, 30-minute lunches and early out on Fridays, as well as reinstatement of small comp banks. Board supported cannot bring up union issues.

Premier Conference: Premier Conference is a local public health conference scheduled for October 16 & 17 held in Ann Arbor. Bryan will be attending.

Insight Progress: Werth, Greer, and Nathan Scott have made some progress on the Insight Project.

Certificate of Appreciation: Bryan felt that we should start showing our appreciation for staff when they go above and beyond the normal assignments.

Budget: We need to improve. We need to have an understanding with the budget and utilizing it as a business tool is critical with all Leadership. Employees need more education about the funding mechanisms for all positions.

Due Process: Coaching informal, formal, and then not disciplined, and not considered progressive discipline. Progressive discipline is utilized after due process of the situation following Collective Bargaining Agreement.

OLD BUSINESS

None.
**NEW BUSINESS**

Motion by McDonald with support by Gouine to go to closed session to discuss Concerns/Complaints about a Public Officer and/or Officers at 11:05 a.m. Ayes all, motion carried.

Returned from Closed session at 11:49 a.m. Roll call. All Commissioners present.

The Board has the intention of posting an Internal Full-Time Deputy Health Officer position. The executive Committee will be invited to attend any second interviews for Leadership position.

Motion by Gouine with support of Newman to post a position internally for a Deputy Health Officer. Roll call vote. Ayes all, motion carried.

**ADJOURNMENT**

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

Adjournment: 11:52 a.m.

Bert LaFleche, Chairman

Carl Altman, Secretary/Treasurer

Judy Greer, Recording Secretary