

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

Nationally Accredited by the Public Health Accreditation Board

MARK W. (MARCUS) CHEATHAM, Ph.D.
Health Officer

JENNIFER MORSE, MD
Medical Director



www.mmdhd.org

BOARD OF HEALTH
George Bailey
Bruce DeLong
Betty Kellenberger
Tom Lindeman
Ken Mitchell
Sam Smith

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BOARD OF HEALTH REGULAR MEETING

at

Mid-Michigan District Health Department
Montcalm County Administrative Offices
Stanton, Michigan

Conference Room A

Wednesday, July 27, 2016, 10:00 a.m.

MINUTES

*We take action to assure the health and well being of our community and the environment
by responding to public health needs and providing a broad spectrum
of prevention and educational services.*

Members Present: Ken Mitchell, Tom Lindeman, George Bailey (*left at 11:36 a.m.*), Sam Smith,
and Betty Kellenberger, Chairperson

Members Absent: Bruce DeLong

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman,
Director of Administrative Services; Cynthia M. Partlo, Board Secretary;
Jennifer E. Morse, M.D., Medical Director; Andrea Tabor, Director of
Community Health and Education

Staff Absent: Bob Gouin, Director of Environmental Health

Guests: Shelley Treynor, Oral Health Coordinator; Cameron Suarez, Intern; Ross
Pope, Quality Improvement Coordinator (*arrived at 10:42 a.m.*)

B. Kellenberger, Chairperson called the regular meeting of the Mid-Michigan District Board of Health
to order at 10:02 a.m., on Wednesday, July 27, 2016, at the Montcalm County Administrative Offices
of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

Pledge of Allegiance was led by B. Kellenberger.

*Your Public Health Team,
Connecting with our Communities to Achieve Healthier Outcomes.*

A. AGENDA NOTES, REVIEW, AND REVISIONS:

Motion made by G. Bailey and seconded by K. Mitchell to approve the Agenda as presented. Motion carried.

B. CONSENT ITEMS:

1. Meeting Minutes

a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held June 13, 2016

b. Mid-Michigan District Board of Health Regular Meeting held June 22, 2016

Motion made by K. Mitchell to accept and place on file meeting minutes B. 1. a. and b. Motion seconded by G. Bailey. Motion carried.

2. Communications – None.

C. PUBLIC COMMENTS: S. Smith asked about the curb repair at the Main Office. M. Bowerman stated that the Montcalm County employee that agreed to do the work had health issues; therefore, progress has been delayed. G. Bailey stated that he would like to see the work done before winter arrives and if necessary, the agency should consider looking at alternatives.

D. BRANCH OFFICE EMPLOYEES: None.

E. COMMITTEE REPORTS:

1. Finance Committee – Tom Lindeman, Chair

T. Lindeman mentioned that Montcalm County is in severe financial distress. Additionally, he stated that the County received a bad audit and has 30 days to file a Deficit Elimination Plan with the State of Michigan explaining how the deficit will be rectified.

a. Mid-Michigan District Health Department's Expenses for June 11 through July 22, 2016

Motion made by T. Lindeman to pay the Mid-Michigan District Health Department's Expenses for June 11 through July 22, 2016, totaling \$528,508.47. Motion seconded by G. Bailey. Motion carried.

b. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for June 2016

G. Bailey mentioned that there was an issue with a credit card where the agency went over the credit limit due to excessive travel. The Finance Committee discussed it and developed solutions to avoid the problem happening again in the future.

Motion made by T. Lindeman to approve and place on file the Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for June 2016. Motion seconded by G. Bailey. Motion carried.

- c. Michigan Municipal Risk Management Authority (MMRMA) Asset Distribution for MMDHD

T. Lindeman stated that the agency received two unexpected asset distributions from MMRMA totaling \$34,962.

- d. Consideration to Purchase Videoconferencing System

T. Lindeman explained the request for authorization to purchase a new videoconferencing system stating that the Finance Committee recommended the full Board approve the request. M. Cheatham mentioned the value of videoconferencing for staff and stated that the current videoconferencing system was broken with no upgrades available.

Motion made by T. Lindeman and seconded by G. Bailey to authorize the purchase of a new videoconferencing system and components that integrate with the communication system as proposed, not to exceed \$37,000, and authorize the agency to utilize fund balance, if needed, for the remaining balance after utilizing Ebola grant funds and any variances from other line items. Motion carried.

- 2. Personnel Committee – Ken Mitchell, Chair

- a. Teamsters Local 214 (T214) Contract Reopening-Wage Negotiations

K. Mitchell explained the negotiations stating that the T214 understood the financial situation of the agency. M. Bowerman stated that the wage increase was for one year only and the T214 contract expires September 30, 2017.

After discussion, motion made by K. Mitchell and seconded by S. Smith to approve the Letter of Understanding with the T214 regarding wages effective October 1, 2016 and authorize the Health Officer and Personnel Committee members to sign it. Motion carried.

- 3. Program Committee – Sam Smith, Chair – No report.

- 4. Mid-Central Coordinating Committee – Tom Lindeman, Vice Chair – No report.

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D.

- 1. Dangers of Summer Heat: Excessive Heat Events

Dr. Morse provided a report on the dangers of excessive summer heat stating that heat kills more people than hurricanes, floods, tornados and lightning combined. Our Public Information Officer (PIO), Leslie Kinnee, distributed a press release on July 19th as well as Facebook posts to publicize the dangers of heat. She explained that the State

monitors emergency room activity such as sunburns, sun poisoning, dehydration, heat exhaustion, and heat stroke. Additionally, she reviewed the table describing the different types of heat-related illnesses and recommended review of the links provided for more information. She recommended that any Counties desiring to establish cooling centers refer to the links provided and work with local Emergency Managers.

Dr. Morse recommended the following be adopted as the BOH Monthly Healthy Living Recommendation for August:

a. Remember that hot weather can be deadly. Plan outdoor activities around the forecast. For more tips, see:

- *The Centers for Disease Control and Prevention (CDC) (<http://emergency.cdc.gov/disasters/extremeheat/index.asp>); and*
- *Michigan Prepares (http://www.michigan.gov/michiganprepares/0,4621,7-232-65025_65033---,00.html).*

b. Public Officials: Refer to the Excessive Health Events Guidebook (<https://www.epa.gov/heat-islands/excessive-heat-events-guidebook>) for more information to prepare your community for excessive heat events.

Motion made by G. Bailey and seconded by T. Lindeman to adopt the monthly Board of Health recommendation for August as proposed.

Motion made by K. Mitchell and seconded by T. Lindeman to accept and place on file the Medical Director's Report. Motion carried.

G. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Health Officer, Ph.D.

1. Third Quarter Service Report (QSR), FY 15/16 (April 1 through June 30, 2016)

A. Tabor reviewed the QSR for the third quarter of FY 15/16, reporting that clients served in the Women, Infants, and Children's (WIC) Program have decreased. She stated that her division has taken action in an effort to ensure we are reaching clients by offering a new clinic on the fourth Wednesday of every month at the Valley Farms Baptist Church in Lansing (southern Clinton County) beginning in September. Additionally, she stated that the WIC Program has been sending letters to mothers of newborns throughout the district in an outreach attempt to increase awareness and services.

She stated that the number of clients served in the CSHCS Program were up in part due to the third year of an outreach grant as well as consistent staffing. She noted that she planned to apply for the outreach grant again next fiscal year.

MIHP client visits are down due to decreased staffing and demand for services. A. Tabor also stated clients receiving blood lead testing has increased. She noted that the agency's policy has changed so that now the agency follows-up on test levels at 5 micrograms per deciliter or above rather than at 10 micrograms per deciliter or above.

M. Cheatham reviewed the QSR for Environment Health (EH) stating that food service licenses have increased slightly. Additionally, he reported septic permits were up and vacant land permits are showing strong activity.

G. Bailey asked the status of the Pine River project. M. Cheatham replied that Healthy Pine River group has been active and vocal. Additionally, he reported that he attended a recent meeting regarding PBB and the registry noting that public interest is increasing about releasing the registry to Emory University for research purposes. In Montcalm County, a Town Hall meeting was held regarding E.coli in the Flat River with Kent County seeking input for its watershed management plan. M. Cheatham also stated that Commissioners in Gratiot and Montcalm Counties have asked the health department to develop a septic ordinance.

2. FY 15/16 Client Satisfaction Survey, Third Quarter (April 1 through June 30, 2016)

R. Pope reviewed the Client Satisfaction Survey data for the third quarter of FY 15/16. He noted that the number of surveys received in the Clinton County Branch Office has increased due to a change in the process where a tablet is being given to clients to complete the survey during the checkout process rather than after the visit. He stated that this change in process had positive results and will be implemented throughout the district. He noted that the language of Question 8 regarding help with health insurance was changed which drastically impacted the response rate. Additionally, he stated that responses were beginning to come in for the Community Health Worker Program (Pathways).

H. OLD BUSINESS:

1. Commissioner Forum Save the Date

M. Cheatham asked the Board to approve the topics chosen. The Board requested to discuss the topics in depth at the next Board Meeting. Dr. Morse mentioned that she would be willing to talk about an emerging issue. After brainstorming, the Board agreed that opioids and the dangers of meth were two good emerging issue topics. K. Mitchell added that he would like to see data regarding the cost/benefit of Narcan use.

I. NEW BUSINESS:

1. Emerging Issues – None

2. Fluoride Varnish Program

Shelley Treynor, Oral Health Coordinator provided an overview of the Fluoride Varnish Program noting that services are provided to children participating in Head Start, Early Head Start, and Great Start as well as to children aged 0 to 5 years in the agency's WIC Program. She reviewed the numbers of children served through 2014: 3,886 screened, 3,216 received fluoride varnish, and 1,523 children referred for treatment. She reviewed the reimbursement rates through Delta Dental/Medicaid that the agency receives. Even with the addition of Healthy Kids Dental coverage, children without dental insurance are still being seen. M. Bowerman added that the agency does receive some funding to provide these types of dental services.

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District Board of Health Action Items, June 2016
2. Staffing Report

M. Cheatham commented that a new EH Sanitarian, Seth Steenwyk, has been hired for Montcalm County.

L. RELATED NEWS ARTICLES AND LINKS:

1. MMDHD News Articles Available Online at <http://www.mmdhd.org/boh-news-2016.html>

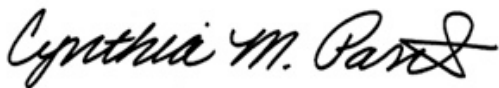
M. AGENCY NEWSLETTERS:

1. *Inside MMDHD*, Mid-Michigan District Health Department Health Enhancement Committee (HEC), Employee Newsletter, June 2016

M. Cheatham noted that this issue of the employee newsletter was one of the best ones produced yet.

There being no further business to come before the Board, the meeting adjourned at 11:38 a.m.

Respectfully Submitted,



Cynthia M. Partlo, Board Secretary
For Betty Kellenberger, Chairperson
Mid-Michigan District Board of Health