



MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

An Accredited Local Public Health Department

www.mmdhd.org

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MARK W. (MARCUS) CHEATHAM
Health Officer

JENNIFER MORSE, MD, MPH, FAAFP
Medical Director



BOARD OF HEALTH
George Bailey
Bruce DeLong
Betty Kellenberger
Tom Lindeman
Sam Smith
Dwight Washington, Ph.D.

BOARD OF HEALTH REGULAR MEETING

at

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

Conference Room A

Wednesday, October 24, 2018, 9:00 a.m.

MINUTES

We take action to protect, maintain, and improve the health of our community.

Members Present: Tom Lindeman, George Bailey, Betty Kellenberger; Dwight Washington (*arrived at 9:08 a.m.*); and Bruce DeLong, Chairperson

Members Absent: Sam Smith

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Cynthia M. Partlo, Board Secretary; Liz Braddock, Director of Environmental Health

Staff Absent: Jennifer E. Morse, M.D., Medical Director; Melissa Bowerman, Director of Administrative Services; Andrea Tabor, Director of Community Health and Education

Guests: Kyle Zuiderveen, Environmental Health Specialist (EHS) I; Austin Thomas, EHS I; Rosemary Horvath, Reporter; Leslie Kinnee, Public Information Officer (*arrived at 10 a.m.*)

B. DeLong, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m., on Wednesday, October 24, 2018, at the Montcalm County Administrative Offices of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

Pledge of Allegiance was led by B. DeLong.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

Motion made by T. Lindeman and seconded by B. Kellenberger 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 September 10, 2018
- b. Mid-Michigan District Board of Health Closed Meeting held September 26, 2018
- c. Mid-Michigan District Board of Health Personnel Committee Meeting held September 26, 2018
- d. Mid-Michigan District Board of Health Regular Meeting held September 26, 2018
- e. Mid-Michigan District Board of Health Public Hearing held October 15, 2018

Motion made by B. Kellenberger to accept and place on file Meeting Minutes B. 1. a. through e. Motion seconded by T. Lindeman. Motion carried.

2. Communications – None.

E. PUBLIC COMMENTS: The BOH took questions from the public:

- *Have well permits updated or changed within the last year?*
L. Braddock replied that permits are now electronically generated rather than handwritten, but the content has not changed.
- *So the distances between well and septic have always been listed?*
L. Braddock said that the distances have been specified in the Environmental Health (EH) Regulations.
- *When doing a well inspection, do they always check the drain field?*
L. Braddock explained that 77% of wells are inspected as a predrill or post drill. The exception would be if the well was agricultural or irrigation because the agency has the technology to view the location at the office.
- *To clarify the question, when doing a well inspection, does the inspector probe for a drain field?*
L. Braddock replied that an EHS may not probe because the office paperwork may show the location.
- *If an inspector did probe for a drain field, is that an issue?*
L. Braddock replied that it would not be an issue. Furthermore, if the location of the drain field was not known, an EHS might have to probe or excavate to determine the location. If the well was not within the specified distance of 50 ft. from the drain field, a variance may need to be issued.
- *Can the agency pick and choose who they start probing on?*
L. Braddock explained that it is determined by the paperwork in the office and what it shows.

F. BRANCH OFFICE EMPLOYEES: M. Cheatham introduced Kyle Zuiderveen, EHS I and Austin Thomas, EHS I and explained that both were attending to satisfy the requirements of their orientation.

G. COMMITTEE REPORTS:

1. Finance Committee – Tom Lindeman, Chair

a. MMDHD’s Expenses for September 15 through October 12, 2018

B. DeLong asked why so many calendars were ordered in this electronic age. He requested that the expense be reviewed. Why isn’t staff printing their (Outlook) calendars? M. Cheatham indicated he would review the expense with Melissa Bowerman.

D. Washington asked about the checks written to Tri County Middle School. L. Braddock explained that the expense was for water being provided to the school because a high level of PFAS was detected. She mentioned that the cost was covered by funding provided by the Michigan Department of Environmental Quality (MDEQ). L. Braddock added that she would be meeting with the school November 1, 2018 to discuss a long-term solution for their drinking water.

Motion made by T. Lindeman to pay the MMDHD’s Expenses for September 15 through October 12, 2018, totaling \$460,652.83. Motion seconded by B. Kellenberger. Motion carried.

b. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for September 2018
Delayed due to year-end closing.

c. New Family Planning Fees

M. Cheatham reviewed the new fees for billing Medicare clients.

Motion made by T. Lindeman and seconded by D. Washington to approve the Family Planning fees as proposed, retroactive to October 1, 2018. Motion carried.

2. Personnel Committee – Betty Kellenberger, Chair – No Report.

3. Program Committee – Bruce DeLong, Chair

a. Schedule a Program Committee Meeting for November

L. Braddock explained that the agency was approached by Infiltrators to review and approve new gravel-less technology for drainage systems. The Program Committee scheduled a meeting for November 7, 2018, 8:30 a.m. at the Gratiot Branch Office, Ithaca.

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

5. Well and Septic Stakeholders Committee – Marcus Cheatham

a. Revised Environmental Health Regulations; Septic Management Ordinance Next Steps

M. Cheatham mentioned that the BOH members felt that the process should be slowed down to allow for more public comment. He said another community meeting has been scheduled for November 5, 2018, 6 p.m. at the Montcalm Community College. He also said that he had a conversation with Bob Showers, Chairperson for the Clinton County Board of Commissioners saying that he mentioned Clinton County requested two hearings be scheduled in Elsie and Fowler after the first of the year. The BOH recommended that future meetings be held in larger venues and to continue to provide more education for the public. M. Cheatham also stated that visuals for the next meeting would also be helpful to enhance public education.

D. Washington discussed the comments made at the public hearing regarding residents with agricultural drain tiles rather than septic systems. M. Cheatham said that the EH Regulations specify that you must have a septic system and drain field; therefore, the health department would have to issue variances for those systems. D. Washington commented that he would like to see research on the effectiveness of drain tiles.

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D., MPH, FAAFP; *M. Cheatham reported in Dr. Morse's absence.*

1. Food Insecurity and Food Deserts

M. Cheatham reported that the agency just received a grant from the Greenville Area Community Foundation of \$46,000 to form and operate a Montcalm County Food Hub to provide fresh fruits and vegetables to area schools. Dr. Morse's report describes food insecurities and food swamps. He reviewed the issues that arise from food insecurities, such as chronic disease – diabetes, high blood pressure, high cholesterol; struggles with poor school performance, and increased obesity. He said that in rural areas, access to healthy food could be approximately 20 to 30 miles away.

M. Cheatham said that Dr. Morse's report also discusses community gardens. He said that Gratiot County is attempting to start a community garden, but has not found the right venue for it. He said the agency was also participating in the Shared Food Table grant from the Michigan Department of Agriculture and Rural Development (MDARD).

M. Cheatham recommended the following be adopted as the BOH Monthly Healthy Living Recommendation for November:

1. *Food insecurity is more common in rural areas and is known to have many negative impacts on health.*
2. *Food insecurity is a complicated, multi-factorial issue; there are numerous programs and resources available to address different aspects of the problem.*

Motion made by B. Kellenberger and seconded by G. Bailey to adopt the monthly BOH recommendation for November as proposed. Motion carried.

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

1. FY 17/18 Quarterly Service Report (QSR), Fourth Quarter (July 1-September 30, 2018)

M. Cheatham reviewed the QSR for the fourth quarter of FY 17/18 indicating that there continues to be a declining trend in WIC and Family Planning services. Administrative Staff continues to discuss the decline in programming and what could happen if funding is cut in those programs from the State. He said that for FY 18/19, the agency received an increase in Essential Local Public Health Services (ELPHS) funding and was hopeful that this increase in funding would help sustain these programs. He reported that data for the Immunizations Program shows that less people received services, but the agency was giving more immunizations. Staff believes that this trend shows the agency administered more shots to children. He reported that the Children's Special Health Care Services (CSHCS) Program was growing. Additionally, the Community Health Worker (CHW) Program data was inaccurate because of the dissolution of our arrangement for Hub services through the Ingham Health Plan Corporation. He said that the CHW position recently vacated would remain vacant into 2019. The Hearing and Vision Programs were performing well, in addition to the Fluoride Varnish and Blood Lead Programs.

For EH, M. Cheatham reported that the number of restaurant inspections was on target. He noted that the number of follow-up visits was high, showing that violations were being addressed. He noted that the EH staff far exceeded their goals for the on-site septic systems and wells. Additionally, he reported that the number of nuisance complaints was 178 in total; however, initial visits were 143 and follow-up visits were 168. L. Braddock added that there were 40 new restaurants district-wide (goal was 30) showing the growth of the economy.

2. Grant Update

M. Cheatham reviewed the Grant Update indicating that regionally, the agency has been working with other local health departments.

3. District-wide In-Service, Friday, November 2, 2018 at Agro-Liquid, Saint Johns

M. Cheatham reviewed the Agenda for the District-wide In-Service and encouraged BOH members to attend.

4. Local Public Health Accreditation, February 4-8, 2019

M. Cheatham mentioned that the agency's Local Public Health Accreditation would be held February 4-8, 2019 and mentioned that a BOH member was needed to open an account enabling them to oversee the process. G. Bailey nominated D. Washington and he accepted the nomination to represent the BOH in the process. B. DeLong approved the appointment.

H. OLD BUSINESS:

1. MMDHD Rebranding Update

L. Kinnee mentioned that the BOH Agenda said that there would be a handout; however, the information was not ready in time for the meeting. She said that it would be provided in the near future. She provided an update regarding the agency's rebranding efforts indicating that excitement has been building with staff for the rollout of the new logo and office changes. She provided an overview of the rebranding process and mentioned that the committee selected a few

topics to focus on. She reported that two of those topics were a new logo and website. M. Cheatham displayed the new website. Furthermore, another rebranding topic to address is new signage for the offices. She said that visibility of the existing signage was a problem and she has discussed the issue with the Commission on Aging and the Human Society in Montcalm County. L. Kinnee indicated in Montcalm County, the costs for new signage would be shared among the agencies. In Ithaca, the big blue sign will be difficult to change; however, a new sign in front of the building was possible. In Clinton County, a new sign was needed at the road and would be a shared sign with My Community Dental Centers (MCDC). She mentioned that internal signage was also an issue and has been targeted for improvement. Another topic that the Rebranding Committee felt needed to be addressed was updating handicap accessibility to the buildings; and she discussed the Committee's ideas. The last topic the Rebranding Committee would like to address was painting the inside of the all three buildings, deep cleaning the carpets, and waxing the tile floors as replacing flooring in all three buildings was not in the budget. She reported that new chairs for the conference room were considered; however, the existing chairs would be deep cleaned first.

The Committee also addressed customer service, phone and email etiquette. In summary, the Rebranding Committee would be creating a marketing campaign to roll out the improvements to the public. She said that the new logo and website would be rolled out to staff at the District-wide In-Service on November 2nd. The Rebranding Committee would continue to meet and address the recommendations in phases.

M. Cheatham said that he and M. Bowerman met to discuss the recommendations and noted that a budget would need to be developed and use of existing fund balances evaluated.

D. Washington commented regarding the agency's Facebook and social media exposure and indicated his observation was that the icons were hidden on the agency's website. L. Kinnee replied that on the existing website, access to the agency's Facebook was hidden under a social media tab; however, it's on the main page of the new website.

2. PFAS Update

L. Braddock provided an update regarding PFAS within the district noting that the drinking water results were received (except for one result completed later) of the wells within the area of the Ithaca Sanitary Landfill. Those tests results showed that no PFAS was detected. She reported that the health department was working with the MDEQ regarding next steps as PFAS was detected in surface samples on the site. Additionally, secondary water samples are being tested at the Pierson Township Landfill in Trufant.

She reported that all non-community schools and Type I water testing had been completed for Clinton, Gratiot, and Montcalm Counties; however, Gratiot County tests results were pending. The test results for two schools in Montcalm County showed no detection of high levels of PFAS. She reported that samples from Saint Johns came back showing no detection. She reported that the Hazardous Waste unit of the MDEQ was also exploring the former Total Refinery site. She summarized that since the City of Alma has city water, there would be no drinking water sampling at this time.

3. Summary of Michigan's Premier Public Health Conference, October 9-11, 2018, Bay City, MI

M. Cheatham asked the BOH for comments regarding the Michigan's Premier Public Health Conference. B. Kellenberger mentioned that she enjoyed the conference and D. Washington's presentation.

4. Update on Community Sewer Systems for Rural Villages

L. Braddock provided an update regarding Community Sewer Systems for Rural Villages stating that she and Commissioner Bailey went to a meeting in Elba Township and a topic that came up was why Bannister was not able to obtain funding for a community sewer system, but North Star and Pompeii received funding. She reported that Bannister did not receive funding because their rural residents were too far out of the village. She mentioned that she would like to work with the MDEQ to help villages obtain funding for a community sewer system. M. Cheatham added that the agency has discussed the issue with the MDEQ regarding funding for villages and have agreed that it is an issue. G. Bailey mentioned that he was hoping the agency could partner with villages to help them obtain funding for village sewer systems to correct the sewage problems. B. Kellenberger asked about communities in Montcalm County. L. Braddock replied that in Montcalm County, she has been working with the lake associations.

5. Adopt Revised Environmental Health Regulations, Including Chapter 7, Septic Management Ordinance

M. Cheatham indicated that the Administrative Rules state that before the individual counties could adopt the revised EH Regulations, the BOH must first adopt the ordinance after a Public Hearing, and then the counties can vote to accept the ordinance. Montcalm County wants to vote in November to accept the Septic Management Ordinance due to upcoming changes in the Board of Commissioners. He said that in order for Montcalm County to be able to vote on the Ordinance, the BOH would need to vote today. A Community Meeting has been scheduled November 5, 2018, 6 p.m. at the Montcalm Community College, after which the Montcalm County Board of Commissioners would vote at their meeting on November 13th. G. Bailey mentioned that the Gratiot County Board of Commissioners plans to consider the Ordinance in 2019 after sufficient public education has been done. After discussion, the BOH felt that more public education was needed. No action was taken at this time by the BOH on the revised EH Regulations and Septic Management Ordinance.

I. NEW BUSINESS:

1. FY 18/19 MMDHD Organizational Charts

M. Cheatham requested that the BOH approve the agency's Organizational Charts for FY 18/19.

Motion made by B. Kellenberger and seconded by D. Washington to approve the agency's Organizational Charts for FY 18/19 as presented. Motion carried.

2. Emerging Issues

- a. Legionella – L. Braddock reported that the EH Division has been participating in an investigation of Legionella in a Gratiot County facility and stated that MMDHD EHS worked with a State unit to collect samples. She explained Legionellosis noting that it has become a statewide issue. The test results are currently pending. She mentioned that two EHS were

involved with the investigation and worked with the State unit; therefore are able to now conduct investigations within the district.

- b. G. Bailey and D. Washington inquired about marijuana cards as listed in the expenses – M. Cheatham replied that the agency was printing educational materials about the ballot initiative through our involvement with the Clinton County Substance Abuse Coalition.

J. LEGISLATIVE ACTION: None.

K. INFORMATIONAL ITEMS:

- 1. Mid-Michigan District Board of Health Action Items, September 2018
- 2. Staffing Report

L. RELATED NEWS ARTICLES AND LINKS:

- 1. MMDHD News Articles Available Online at: <https://mmdhd.org/october-24/>

M. AGENCY NEWSLETTERS: None

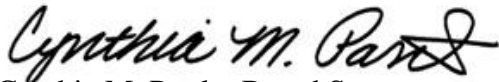
B. DeLong asked if there were any other public comments. The following question was asked:

Are the agency's Organizational Charts and Septic Management Ordinance on the website?

M. Cheatham replied that the documents were on the agency's website; however, he would print the documents for them.

There being no further business to come before the Board, the meeting adjourned at 10:45 a.m.

Respectfully Submitted,



Cynthia M. Partlo, Board Secretary
For Bruce DeLong, Chairperson
Mid-Michigan District Board of Health