



# Public Health Delta & Menominee Counties

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## Board of Health AGENDA



**March 18, 2015**  
4:30p.m. (CDT), 5:30p.m. (EDT)  
Pinecrest Medical Care Facility  
Powers, MI

### Board Members:

Bob Burie

Jan Hafeman

Larry Schei

Patrick Johnson

Mary Harrington

Tom Trudgeon

### Public Health Staff:

Mike Snyder, Health Officer/Administrator

Kim Gustafson, Executive Assistant

Dr. Terry Frankovich, Medical Director

- 1) Call to Order/Roll Call
- 2) Approval of Agenda
- 3) Approval of February 18, 2015 Board of Health Meeting Minutes
- 4) Public Comment on Agenda Items (five minutes maximum)
- 5) Personnel Committee
  - a. Union Contract
  - b. Non-Union Personnel Manual
  - c. EPC Wage Adjustment
  - d. Family Support Worker Position Description
  - e. Recent Staff Turnover
- 6) MERS Quarterly Statement
- 7) September Board of Health Meeting Date Change
- 8) Review and Approval of February Check Register
- 9) Vision Screening Machines
- 10) Medical Director's Report
- 11) Health Officer's Report
- 12) Public Comment (three minutes maximum)
- 13) Board Member Comments
- 14) Adjournment



# Public Health Delta & Menominee Counties



2436

## Board of Health Meeting

Pinecrest Medical Care Facility  
Powers, MI

### Meeting Minutes

Wednesday, March 18, 2015

#### Board Members Present

Bob Burie

Patrick Johnson

Larry Schei

Mary Harrington

Tom Trudgeon

#### Public Health Staff

Mike Snyder, Health Officer/ Administrator

Dr. Terry Frankovich, Medical Director

Kim Gustafson, Executive Assistant

#### 1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on March 18, 2015. The meeting was called to order at 4:30 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Assistant, and is recorded above. Ms. Hafeman was not able to attend, but had been excused.

#### 2. Approval of Agenda

Mr. Schei moved to approve the March 18, 2015 agenda. Motion was supported by Ms. Harrington and carried.

#### 3. Approval of Minutes

Ms. Harrington moved the minutes from February 18, 2015, be approved. Motion was supported by Mr. Burie and carried.

**d. Family Support Worker Position Description**

Mr. Snyder noted the Family Support Worker Position Description was included in the BOH packet, as requested by Mr. Burie in February. Mr. Snyder reminded the BOH members they previously had seen the position description at the January meeting.

**e. Recent Staff Turnover**

Mr. Snyder presented the BOH with a count of recent staff turnover. He announced PHDM has recently sent a salary survey out to U.P. health departments to see how PHDM compares to other U.P. health departments.

**6. MERS Quarterly Statement**

Mr. Snyder gave a brief report on the MERS Quarterly Statement. There were no questions by the BOH members.

**7. September Board of Health Meeting Date Change**

Mr. Snyder asked if the September BOH meeting could be changed from September 23, 2015 to September 16, 2015.

**Mr. Schei moved the September BOH Meeting Date Change, be approved. Motion was supported by Chairman Trudgeon and carried.**

**8. Review and Approval of February Check Register**

The Board of Health reviewed the February check register. Questions were answered by Mr. Snyder.

**Ms. Harrington moved the February check register, be approved. Motion was supported by Mr. Schei and carried.**

**9. Vision Screening Machines**

PHDM currently has two vision screening machines; one was purchased in 2007 and the other was purchased in 1974. When the LPN brought the "newer" one to the state vision training, the presenter used it as an example saying it was outdated and should not be used. It would cost approximately \$5,400 to replace both machines with new ones.

- The Drug Awareness Conference will be held on May 20, 2015, at the Island Resort and Casino. Mr. Snyder encouraged the BOH members to let him know if they would like to attend.
- Mr. Snyder announced he received an email from the new dental clinic. They informed him they have 327 clients already scheduled. They opened their doors on March 10, 2015.

**12. Public Comment (three minutes maximum)**

**13. Board Member Comments**

- Mr. Schei stated he mentioned to the Menominee Board of Commissioners, PHDM's involvement with the EOC in Delta County during the power outage. He said the board showed appreciation and asked Mr. Schei to let Mr. Snyder know.

**14. Adjournment**

**There being no further business, Ms. Harrington made a motion the meeting be adjourned at 5:55 p.m. CDT. Motion was supported by Mr. Burie and carried.**

*Thomas L. Polyzos 4-15-2015*  
Chairperson

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