



# Public Health Delta & Menominee Counties



## Board of Health AGENDA

**August 19, 2015**

4:30p.m. (CDT), 5:30p.m. (EDT)

Public Health, Delta & Menominee Counties  
Menominee, 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

Lynn Woelffer, Director of Finance

- 1) **Call to Order/Roll Call**
- 2) **Approval of Agenda**
- 3) **Approval of July 15, 2015 Board of Health Meeting Minutes**
- 4) **Public Comment on Agenda Items (five minutes maximum)**
- 5) **Finance Committee**
  - a. **Revised FY2015 PHDM Budget**
- 6) **Insurance/Cafeteria Plan Resolutions**
- 7) **Review and Approval of July Check Register**
- 8) **Medical Director's Report**
- 9) **Health Officer's Report**
- 10) **Public Comment (three minutes maximum)**
- 11) **Board Member Comments**
- 12) **Adjournment**



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Public Health, Delta & Menominee Counties  
Menominee, MI

### Meeting Minutes

Wednesday, August 19, 2015

#### Board Members Present

Bob Burie

Patrick Johnson

Jan Hafeman

Larry Schei

Mary Harrington

Tom Trudgeon

#### Public Health Staff

Mike Snyder, Health Officer/ Administrator

Dr. Terry Frankovich, Medical Director

Kim Gustafson, Executive Assistant

Lynn Woelffer, Director of Finance

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

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on August 19, 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. Patrick Johnson was not able to attend in person but did join the meeting via phone and followed the agenda and packet that had been emailed to him.

#### 2. Approval of Agenda

**Ms. Hafeman moved to approve the August 19, 2015 agenda. Motion was supported by Ms. Harrington and carried.**

#### 3. Approval of Minutes

**Mr. Burie moved the minutes from July 15, 2015, be approved. Motion was supported by Ms. Hafeman and carried.**

**4. Public Comment**

There was no public comment.

**5. Finance Committee****a) Revised FY2015 PHDM Budget**

Chairman Trudgeon gave an overview of the revisions proposed for the FY2015 budget. Ms. Woelffer answered questions and confirmed the items approved for purchase at the July meeting had been made. Ms. Harrington complimented Ms. Woelffer on the great job she does with the PHDM budget.

**Ms. Hafeman moved the Revision of the FY2015 PHDM Budget be accepted. Motion was supported by Ms. Harrington and carried.**

**6. Insurance/Cafeteria Plan Resolutions**

Ms. Woelffer briefed the BOH on the resolutions that had been created and submitted for approval by the 44 North agency. The resolutions give Mr. Snyder and Ms. Woelffer authority to sign documents for the Health Reimbursement Arrangement and the Section 125 Cafeteria plan. The BOH decided the resolution documents were not worded for a governmental agency and requested Ms. Woelffer to contact 44 North to follow-up with suggested changes.

**Ms. Hafeman moved the Insurance/Cafeteria Plan resolutions be signed. Motion was supported by Ms. Harrington. After further discussion, the motion and support was rescinded.**

**Chairman Trudgeon moved the Insurance/Cafeteria Plan resolutions be tabled until the September BOH meeting. Motion was supported by Ms. Hafeman and carried.**

**7. Review and Approval of July Check Register**

The Board of Health reviewed the July check register. Questions were answered by Mr. Snyder and Ms. Woelffer.

**Ms. Harrington moved the July check register be approved. Motion was supported by Chairman Trudgeon and carried.**

## 8. Medical Director's Report

Dr. Frankovich informed the BOH about the new State immunization waiver requirement. Public Health Code now requires that children attending public school be up-to-date on their vaccinations or their parents must receive immunization education at a local public health department before waiving vaccination. These sessions are intended to provide families with credible information so that they are well-informed when they make decisions regarding vaccination. Research has shown that immunizations have saved roughly 750,000 lives and prevented over 330,000 million illnesses over the last 20 years in the U.S.

If, after receiving information, parents still wish to waive vaccination, they will receive a signed waiver certificate from the health department. West Virginia and Mississippi have adopted a stronger policy in which parents may not waive vaccination for philosophical or religious reasons and have the highest vaccination rates in the country. California is now adopting this policy as well, after the recent measles outbreak.

## 9. Health Officer's Report

- Mr. Snyder informed the BOH that PHDM has scheduled a drive-thru flu clinic in Delta County on Saturday, September 26, 2015 at PHDM's Escanaba office. PHDM is currently trying to schedule a clinic in the Menominee schools.
- The All-Staff Meeting is scheduled for Thursday, September 17, 2015, at Bay College. It will be held 9 a.m. to 4 p.m. EST. Mr. Snyder asked the BOH members if they are interested in attending to please let him know.
- Mr. Snyder discussed a letter that had been written to the Daily Press about PHDM and a temporary campground in Bark River. He explained the history of the temporary campground and the letter.
- The three Chevy Impalas have been picked up and are being utilized by staff.
- The auction for the older vehicles will take place in September. The green Taurus is still operational for local travel and has been placed at the Stephenson office.
- PHDM has a booth at the UP State Fair this year in the Ruth Butler building. The Community Health Promotions office is promoting a smoke-free UP State Fair by handing out surveys to attendees. So far, the response has been overwhelmingly in support of a smoke-free UP State Fair.
- Mr. Snyder discussed the September BOH meeting. Ms. Harrington agreed to attend the Finance Meeting in place of Chairman Trudgeon.

## 10. Public Comment (three minutes maximum)

No public comment.

**11. Board Member Comments**

- Ms. Harrington asked Mr. Snyder to check with other health departments on whether or not they offer Veteran services at their agencies.
- Mr. Schei informed the BOH that he requested Menominee expand parking for the courthouse and PHDM shared lot.

**12. Adjournment**

**There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 5:42 p.m. CDT. Motion was supported by Ms. Harrington and carried.**

Thomas L. Paulsen 9-16-15  
Chairperson

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