



Public Health Delta & Menominee Counties

Board of Health AGENDA

January 25, 2018

4:00 p.m. (CST), 5:00 p.m. (EST)

Harris Township Fire Hall

Harris, MI

Board Members:

Jan Hafeman

Amanda Hess

Patrick Johnson

Gerald Piche

Gerard Tatrow

Tom Trudgeon

Public Health Staff:

Mike Snyder, Health Officer/Administrator

Dr. Terry Frankovich, Medical Director

Kim Gustafson, Assistant Program Coordinator

- 1) **Call to Order/Roll Call**
- 2) **Approval of January 25, 2018 Agenda**
- 3) **Public Comment on Agenda Items (five minutes maximum)**
- 4) **Annual Meeting Business**
 - a. **Election of Chair**
 - b. **Election of Vice-Chair**
 - c. **Committee Assignments**
 - i. **Finance**
 - ii. **Personnel**
 - iii. **Building and Grounds**
 - d. **Approval of 2018 Meeting Schedule**
- 5) **Approval of December 21, 2017 Board of Health Meeting Minutes**
- 6) **Low Risk Temporary Food License Surcharge**
- 7) **On-site Sewage Treatment/Disposal System Installer Licensing**
- 8) **Governance in Action for Public Health – Module 1 – Public Health Primer – Part A**
- 9) **Review and Approval of December Check Register**
- 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



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Board of Health Meeting

Harris Township Fire Hall
Harris, MI

Meeting Minutes

Thursday, January 25, 2018

Board Members Present

Jan Hafeman (via phone)	Amanda Hess	Patrick Johnson
Gerald Piche	Gerard Tatrow	Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Assistant Program Coordinator

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on January 25, 2018. The meeting was called to order at 4:00 p.m. CST by Mr. Snyder. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Ms. Hafeman joined the meeting via phone until 4:28 CST

2. Approval of Agenda

**Mr. Tatrow moved the January 25, 2018 agenda be approved.
Motion was supported by Mr. Johnson and carried unanimously.**

3. Public Comment

There was no public comment on the January 25, 2018 agenda.

4. Annual Meeting Business

a. Election of Chair

Mr. Johnson nominated Mr. Trudgeon as Chairman of the Board, with support from Mr. Tatrow. No other nominations were made. A role call was taken by the Assistant Program Coordinator and is recorded as follows:

**Ms. Hafeman - Yes
Ms. Hess - Yes
Mr. Johnson - Yes
Mr. Piche – Yes
Mr. Tatrow - Yes
Chairman Trudgeon – Yes**

Nomination passed 6-0.

From this point on, the meeting was chaired by Chairman Trudgeon.

b. Election of Vice-Chair

Mr. Johnson nominated Ms. Hafeman as Vice-Chair. Support was given from Mr. Tatrow. A role call was taken by the Assistant Program Coordinator and is recorded below:

**Ms. Hafeman - Yes
Ms. Hess - Yes
Mr. Johnson – Yes
Mr. Schei – Yes
Mr. Piche - Yes
Chairman Trudgeon – Yes**

Nomination passed 6-0.

c. Committee Assignments

Chairman Trudgeon appointed the following committee assignments for 2018:

- i. Finance – Chairman Trudgeon and Jan Hafeman**
- ii. Personnel – Amanda Hess and Gerard Tatrow**
- iii. Building and Grounds – Patrick Johnson and Gerald Piche**

d. Approval of 2018 Meeting Schedule

**Ms. Hafeman moved the 2018 Meeting Schedule be approved.
Motion was supported by Mr. Johnson and carried unanimously.**

5. Approval of Minutes

Ms. Hafeman noted the time at the beginning and end of the minutes needed to be changed from CDT/EDT to CST/EST.

Mr. Johnson moved the minutes from December 21, 2017, with the suggested amendments, be approved. Motion was supported by Mr. Tatrow and carried unanimously.

6. Low Risk Temporary Food License Surcharge

Mr. Snyder explained a proposed change to waive the surcharge for the Low Risk Temporary Food License.

Ms. Hafeman moved to waive the Low Risk Temporary Food License Surcharge. Motion was supported by Mr. Tatrow and carried unanimously.

7. On-site Sewage Treatment/Disposal System Installer Licensing

Mr. Snyder explained licensed sewage system installers are required to attend the annual installer meeting, once every three years, in order to renew their license. It is being proposed to change the procedure to allow other Educational Opportunities in place of the annual meeting.

Mr. Tatrow moved the On-site Sewage Treatment/Disposal System Installer Licensing annual meeting wording in the Technical Guidance Manual, be replaced with a "PHDM Educational Opportunity", be approved. Motion was supported by Ms. Hafeman and carried unanimously.

8. Governance in Action for Public Health – Module 1 – Public Health Primer – Part A

Mr. Snyder gave a brief explanation on the Governance in Action for Public Health – Module 1 – Public Health Primer – Part A video prior to playing it for the BOH.

9. Review and Approval of December Check Register

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

**Mr. Johnson moved the December check register be approved.
Motion was supported by Ms. Hess and carried unanimously.**

10. Medical Director's Report

Dr. Frankovich gave the BOH an update on the Hep A outbreak that has been occurring in Michigan. She reported there are now 715 total cases in the State of Michigan. Of those, 644 are primary cases, with the remaining 71 being secondary, which means transmission to a close contact such as a household member.

The high risk groups are still those that were initially reported: substance abuse individuals (50%), gay males (14%), homeless (11.5%), food workers (4%), and healthcare workers (3%). Recently incarcerated individuals are also being identified as high risk for Hep A.

Initially the state was restricting use of "public" vaccine, (i.e. "free" vaccine to these high risk groups in outbreak areas of the state). Because supply of vaccine has improved, non-outbreak areas are now also encouraged to target these populations for vaccination. The vaccine is given in a two dose series with doses given six months apart.

Flu season is now in full swing and is more severe than in recent years. This particular strain is known to be associated with more complications in young children and seniors. Dr. Frankovich drafted a letter today that was sent to the area schools reminding people to vaccinate against the flu, as well as taking precaution by washing their hands, etc. It is a relatively rare event for healthy children and adults to pass away from complications due to the flu, but it happens every year in the U.S.

Dr. Frankovich discussed Syringe Service Programs (SSP's), also called needle exchange programs. These are a proven, effective strategy to decrease the spread of blood-borne pathogens like hepatitis B and C as well as HIV. The U.P. has a high rate of Hep C in young adults and most of it is attributable to IV drug use. Providing clean materials for injection and teaching addicts ways to decrease their risk while using not only decreases infection risk but is also shown to bring these folks into the medical and treatment systems and increase recovery. There is a pilot program starting in Marquette County soon. Dr. Frankovich is searching for more possible funding to widen the exchange program to other areas in the U.P.

11. Health Officer's Report

- Mr. Snyder welcomed Gerald Piche to the BOH.
- PHDM has hired Robb MacGregor as the new Environmental Health Specialist.
- PHDM will be undergoing Accreditation the week of April 23rd. The food service program will be evaluated the following week. Mr. Snyder will provide the BOH with updates after the Accreditation site visit is completed.
- Mr. Snyder noted Dr. Frankovich will not be able to attend the February BOH meeting.

12. Public Comment (three minutes maximum)

No public comment.

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13. Board Member Comments

- BOH members welcomed Gerald Piche to the board.
- Gerald Piche thanked everyone and stated he is looking forward to being a member of the BOH.

14. Adjournment

There being no further business, Mr. Johnson made a motion the meeting be adjourned at 4:50 p.m. CST. Motion was supported by Ms. Hess and carried unanimously.

Thomas L. Polger 2-15-2018

Chairperson

:kg Approved February 15, 2018 K&L