



# Public Health Delta & Menominee Counties



## **Board of Health Meeting**

Pinecrest Medical Care Facility  
Powers, MI

### **Meeting Minutes**

Thursday, December 15, 2016

#### **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, 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 December 15, 2016. The meeting was called to order at 1:02 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above.

#### **2. Approval of Agenda**

**Ms. Hafeman moved to approve the December 15, 2016, agenda. Motion was supported by Ms. Harrington and carried.**

#### **3. Approval of Minutes**

**Ms. Hafeman moved the minutes from November 3, 2016, be approved. Motion was supported by Ms. Harrington and carried.**

**4. Public Comment on Agenda Items**

There was no public comment on the agenda items.

**5. Donald Mlostek Property Presentation**

Mr. Snyder presented the findings from the November 4, 2016, site visit to Mr. Donald Mlostek's property, which was at the request of the BOH at the November 3, 2016, meeting. These findings confirmed the October 11, 2016 evaluation; a mound system would be needed in order to comply with the Delta & Menominee Counties Sanitary Code. Mr. Snyder also highlighted Article 9.0 Appeals, of the Sanitary Code. Mr. Snyder will be writing a letter to Mr. Mlostek explaining the options available to him in order to comply with the Sanitary Code. A copy of the letter will also be sent to the Prosecuting Attorney.

Chairman Trudgeon suggested if a Board of Appeals needs to be assembled, that five people be appointed so voting would not result in a split decision.

Record shows Mr. Mlostek was not present at this meeting.

**6. Personnel Committee**

The Personnel Committee met at PHDM's Escanaba office on December 12, 2016.

**a. Employee Health Insurance – P.A. 152**

Mr. Snyder briefed the BOH on Public Act 152 and the options available to the board. A recommendation was made by Mr. Snyder to adopt the Straight Math (Hard Cap) option for the Employee Health Insurance.

**Ms. Harrington moved the Employee Health Insurance at the Straight Math (Hard Cap) option be approved. Motion was supported by Chairman Trudgeon and carried.**

**b. Wage and Salary Administration Policy**

Mr. Snyder gave an overview to the BOH regarding the proposed Wage and Salary Administration Policy. He also informed the BOH, the Personnel Committee requested a Finance Committee meeting be scheduled and presented with the same information as well. A Finance Committee was scheduled and held on December 14, 2016.

**Mr. Burie moved an amendment be made to Bullet Three of the Wage and Salary Administration Policy, stating "on an annualized**

basis", be added. Motion was supported by Ms. Harrington and carried.

**Ms. Harrington moved the Wage and Salary Administration Policy be approved, with the requested amendment. Motion was supported by Ms. Hafeman. Chairman Trudgeon requested a roll call and is as follows:**

<b>Bob Burie:</b>	<b>Yes</b>
<b>Jan Hafeman:</b>	<b>Yes</b>
<b>Mary Harrington:</b>	<b>Yes</b>
<b>Patrick Johnson:</b>	<b>Yes</b>
<b>Larry Schei:</b>	<b>Yes</b>
<b>Tom Trudgeon:</b>	<b>Yes</b>

**Motion carries on a 6-0 vote.**

**7. MERS Quarterly Statement**

**Ms. Hafeman moved the MERS Quarterly Statement be acknowledged and placed on file. Motion was supported by Ms. Harrington and carried.**

**8. Review and Approval of October and November Check Registers**

The BOH reviewed the October and November check registers.

**Mr. Burie moved the October and November check registers be approved. Motion was supported by Ms. Hafeman and carried.**

**9. Medical Director's Report**

Dr. Frankovich stated there has not been much flu activity so far this season or hospitalizations associated with it. The vaccine seems to be a good match for the strains circulating.

In relation to the Zika virus, approximately 1,132 pregnant women who had been exposed to the virus, are being tracked in a registry nationally, to see how the babies have been affected. Brownsville, Texas is now reporting people are being infected with the Zika virus by mosquitoes there, in addition to Dade County, Florida.

Chairman Trudgeon asked Dr. Frankovich how many people in the UP are currently on UPHP. She will request the total enrollment with UPHP on a UP wide level, along with Delta and Menominee Counties, and report back to the BOH at the January 19, 2017 meeting.

**10. Health Officer's Report**

- Mr. Snyder reported PHDM has not yet received the Cost Based Reimbursement for Fiscal Year 2015. He has been in contact with Tammy Stevens who reported PHDM would have the money by January 1, 2017.
- The MCIR program will be receiving more funding for the current year according to Bob Swanson at Michigan Department of Health and Human Services.
- Mr. Snyder thanked Mary Harrington for her 5 ½ years of service and Bob Burie for his total of 21 ½ years of service to the BOH and support of Public Health.

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

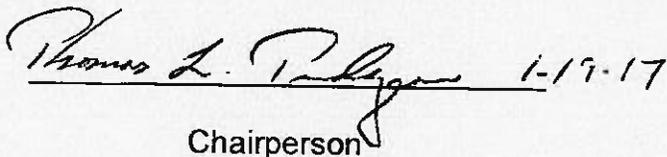
There were no members of the public present.

**12. Board Member Comments**

- Ms. Harrington would like Mr. Snyder to thank the PHDM employees for her and let them know she appreciates all their hard work.
- Ms. Hafeman and Mr. Schei thanked Mary and Bob for their years of service.

**13. Adjournment**

**There being no further business, Mr. Burie made a motion the meeting be adjourned at 2:52 p.m. CDT. Motion was supported by Ms. Harrington and carried.**

 1-19-17  
Chairperson

:kg Approved January 19, 2017