



Public Health Delta & Menominee Counties

Board of Health AGENDA



December 16, 2015
4:30p.m. (CST), 5:30p.m. (EST)
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

Dr. Terry Frankovich, Medical Director

Kim Gustafson, Executive Assistant

- 1) **Call to Order/Roll Call**
- 2) **Approval of Agenda**
- 3) **Approval of November 4, 2015 Board of Health Meeting Minutes**
- 4) **Public Comment on Agenda Items (five minutes maximum)**
- 5) **Personnel Committee**
 - a. **Employee Health Insurance – P.A. 152**
 - b. **Non-Union Wage Adjustment**
 - c. **Wage Range Adjustments**
 - d. **Wellness Stipend**
- 6) **MERS Quarterly Statement**
- 7) **Temporary Food Fee Proposal**
- 8) **Delta County Office Housekeeping Contract**
- 9) **Review and Approval of October and November Check Registers**
- 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



Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Wednesday, December 16, 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

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on December 16, 2015. The meeting was called to order at 4:30 p.m. CST by Chairman Trudgeon. Roll call was taken by the Executive Assistant, and is recorded above.

2. Approval of Agenda

Ms. Hafeman moved to approve the December 16, 2015 agenda as presented. Motion was supported by Ms. Harrington and carried.

3. Approval of Minutes

Ms. Hafeman moved the minutes from November 4, 2015, be approved. Motion was supported by Mr. Johnson and carried.

4. Public Comment

There was no public comment.

5. Personnel Committee

a. Employee Health Insurance – P.A. 152

Mr. Snyder informed the BOH on the upcoming changes in the Employee Health Insurance and the options for complying with P.A. 152. The Personnel Committee recommends the Aggregated Hardcap option be adopted in order to remain consistent with what the BOH have approved in the past.

Ms. Harrington moved the Aggregated Hardcap option for the Employee Health Insurance, be approved. Motion was supported by Mr. Johnson and carried. A roll call vote was taken by the Executive Assistant and is recorded as follows:

**Bob Burie – Yes
Jan Hafeman – Yes
Tom Trudgeon – Yes
Mary Harrington – Yes
Patrick Johnson – Yes
Larry Schei – Yes**

b. Non-Union Wage Adjustment

Mr. Snyder briefed the BOH on the current wage adjustments for Union and Non-Union employees. The Personnel Committee recommended a 2% wage increase for non-union employees.

Mr. Schei moved a 2% increase to the Non-Union Wage Adjustment effective January 1, 2016, be approved. Motion was supported by Ms. Harrington and carried. A roll call vote was taken by the Executive Assistant and is recorded as follows:

**Bob Burie – No
Jan Hafeman – Yes
Tom Trudgeon – Yes
Mary Harrington – Yes
Patrick Johnson – Yes
Larry Schei - Yes**

c. Wage Range Adjustments

Mr. Snyder informed the BOH the Director of Nursing at PHDM has capped out on the wage range for that position. Mr. Snyder recommended adjusting the range to \$50,000 to \$65,000.

Ms. Harrington moved the Wage Range for the Director of Nursing position be adjusted to \$50,000 to \$65,000. Motion was supported by Mr. Schei and carried. A roll call vote was taken and is recorded as follows:

**Bob Burie – Yes
Larry Schei – Yes
Patrick Johnson – Yes
Mary Harrington – Yes
Tom Trudgeon – Yes
Jan Hafeman – Yes**

Mr. Schei and Ms. Harrington briefed the BOH on the Health Officer wage/salary and what it took for Mr. Snyder to obtain the required credentials to become a fully qualified Health Officer. The Personnel Committee recommended the wage/salary for the Health Officer be increased to \$83,500.

Mr. Schei moved the Health Officer wage/salary be increased to \$83,500, effective January 1, 2016, without the 2% wage adjustment, be approved. Motion was supported by Ms. Harrington. A roll call vote was taken by the Executive Assistant and is recorded as follows:

**Larry Schei – Yes
Patrick Johnson – No
Mary Harrington – No
Tom Trudgeon – No
Jan Hafeman – No
Bob Burie – Yes**

Motion fails on a 2-4 vote.

Ms. Harrington moved the Health Officer wage/salary be increased to \$84,500, effective January 1, 2016, without the 2% adjustment, be approved. Motion was not supported.

Chairman Trudgeon moved the Health Officer wage/salary be increased to \$84,000, effective January 1, 2016, without the 2% adjustment, be approved. Motion was supported by Mr. Johnson. A roll call vote was taken by the Executive Assistant and is recorded as follows:

**Tom Trudgeon – Yes
Patrick Johnson – Yes
Bob Burie – No
Jan Hafeman – Yes
Larry Schei – Yes
Mary Harrington - Yes**

Motion carried on a 5 -1 vote.

d. Wellness Stipend

Mr. Snyder informed the BOH that there are currently 19 PHDM employees that take advantage of the Wellness Stipend. The Personnel Committee recommended the \$20 Wellness Stipend continues for 2016.

Ms. Harrington moved to continue the Wellness Stipend of \$20 each month, be approved. Motion was supported by Mr. Schei and carried. A roll call vote was taken by the Executive Assistant and is recorded as follows:

**Mary Harrington – Yes
Larry Schei – Yes
Patrick Johnson – Yes
Tom Trudgeon – Yes
Jan Hafeman – Yes
Bob Burie - Yes**

6. MERS Quarterly Statement

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

7. Temporary Food Fee Proposal

Mr. Snyder educated the BOH regarding a new law that has been recently passed regarding low-risk, temporary food licenses. Individuals/groups that want to provide low-risk foods would be allowed to have an in-office consultation instead of the health department doing an on-site inspection. The U.P. Environmental Health Directors agreed to propose the same fee of \$25 to their BOH's for the in-office consultations/licenses.

Ms. Harrington moved the Temporary Food Fee Proposal, be approved. Motion was supported by Mr. Johnson and carried.

8. Delta County Housekeeping Contract

SCI Cleaning Maintenance has been providing house cleaning services at PHDM (Delta County office) since November 1, 2013. The new contract price for 2016 remains the same as previous years.

Mr. Johnson moved the SCI Cleaning Maintenance contract, be approved. Motion was supported by Ms. Hafeman and carried.

9. Review and Approval of October and November Check Registers

The BOH reviewed the October and November check registers. Questions were answered by Mr. Snyder.

Chairman Trudgeon moved the October and November check registers be approved. Motion was supported by Ms. Hafeman and carried.

10. Medical Director's Report

Dr. Frankovich informed the BOH the flu is still sporadic and the U.P. is not seeing very much; February is usually the peak time. The vaccine appears to be a good match to the flu strain that is circulating nationally right now.

There have been several recent chicken pox outbreaks downstate with some children hospitalized. The outbreaks are due to inadequate vaccination levels. The vaccination itself has been highly effective in reducing disease. Legislation is being proposed to override the recent vaccination waiver policy changes at the state level requiring parents to receive education about vaccination before waiving them for their children. This clearly would undermine good public health practice and increase risk for members of our community.

PHDM and all U.P. health departments will be receiving some new funding for suicide prevention through a grant to Dial Help from the Superior Health Foundation. Dial Help, based out of Houghton, offers over the phone and on-line case management or intervention services for suicidal or "in crisis" individuals. Local public health will provide the "boots on the ground" to work on building local suicide prevention coalitions and increasing awareness utilizing health educators. Three U.P. counties have the highest suicide rates in the state.

11. Health Officer's Report

- Mr. Snyder informed the BOH that PHDM will no longer be contracting their Emergency Preparedness Coordinator, Dayna Kapp, with LMAS as of March 2, 2016.
- Mr. Snyder wished the BOH Happy Holidays and looks forward to seeing them all back in 2016.

12. Public Comment (three minutes maximum)

No public comment.

13. Board Member Comments

- Ms. Harrington wished everybody Merry Christmas.

14. Adjournment

There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 5:58 p.m. CST. Motion was supported by Mr. Burie and carried.

Thomas R. Paulson 1-20-16
Chairperson

:kg Approved January 20, 2016