



Public Health Delta & Menominee Counties

Board of Health AGENDA

April 20, 2017

1:00 p.m. (CST), 2:00 p.m. (EST)
Pinecrest Medical Care Facility
Powers, MI

Board Members:

Jan Hafeman
Larry Schei

Amanda Hess
Gerard Tatrow

Patrick Johnson
Tom Trudgeon

Public Health Staff:

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

- 1) **Call to Order/Roll Call**
- 2) **Approval of April 20, 2017 Agenda**
- 3) **Public Comment on Agenda Items (five minutes maximum)**
- 4) **Approval of March 16, 2017 Board of Health Meeting Minutes**
- 5) **Proposed Revision to the September 28, 2017 BOH Meeting Time**
- 6) **Michigan Care Improvement Registry (MCIR) Funding Update**
- 7) **Finance Committee**
 - a. **FY2017 Second Quarter Report**
 - b. **American Express Statements**
 - c. **PHDM Annual Audit Report**
- 8) **PHDM 2016 Annual Report**
- 9) **Review and Approval of March 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



254D

Board of Health Meeting

Harris Township Fire Hall
Harris, MI

Meeting Minutes
Thursday, April 20, 2017

Board Members Present

Jan Hafeman
Larry Schei

Amanda Hess
Gerard Tatrow

Patrick Johnson- via phone
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Assistant Program Coordinator
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 April 20, 2017. The meeting was called to order at 1:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Mr. Johnson was not able to attend in person, but joined via telephone.

2. Approval of Agenda

Ms. Hafeman moved the April 20, 2017 agenda be approved. Motion was supported by Chairman Trudgeon and carried unanimously.

3. Public Comment

There was no public comment.

4. Approval of Minutes

Ms. Hafeman moved the minutes from March 16, 2017, be approved. Motion was supported by Mr. Tatrow and carried unanimously.

5. Proposed Revision to the September 28, 2017 BOH Meeting Time

Ms. Hafeman requested the September 28, 2017, BOH meeting time be moved from 1:00 p.m. CDT/2:00 p.m. EDT, to 4:00 p.m. CDT/5:00 p.m. EDT. Ms. Hess might not be able to attend, but there will still be enough members for a quorum.

Ms. Hafeman moved to adjust the time of the September 28, 2017, BOH meeting to 4:00 p.m. CDT/ 5:00 p.m. EDT, be approved. Motion was supported by Mr. Tatrow and carried unanimously.

6. Michigan Care Improvement Registry (MCIR) Funding Update

Mr. Snyder updated the BOH on the MCIR funding status.

7. Finance Committee

a. FY2017 Second Quarter Report

Chairman Trudgeon briefed the BOH on the FY2017 Second Quarter Report, including the changes to Medicaid Outreach and new Childhood Obesity grant. Questions were answered by Ms. Woelffer.

Ms. Hafeman moved the FY2017 Second Quarter Report be acknowledged and placed on file. Motion was supported by Mr. Tatrow and carried unanimously.

b. American Express Statements

Ms. Hafeman gave an overview of the American Express Statements from February and March.

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Ms. Hafeman moved the American Express Statements be acknowledged and placed on file. Motion was supported by Chairman Trudgeon and carried unanimously.

c. PHDM Annual Audit Report

Chairman Trudgeon updated the BOH on the Annual Audit Report. Questions were answered by Ms. Woelffer.

Ms. Hafeman moved the PHDM Annual Audit Report be acknowledged and placed on file. Motion was supported by Mr. Schei and carried unanimously.

8. PHDM 2016 Annual Report

Mr. Snyder gave an overview of the 2016 Annual Report, including a few highlights on program numbers and retirees. Questions were answered by Mr. Snyder and Dr. Frankovich.

9. Review and Approval of March Check Register

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

Ms. Hafeman moved the March check register be approved. Motion was supported by Ms. Hess and carried unanimously.

10. Medical Director's Report

Dr. Frankovich spoke to the BOH about the Healthy Kids U.P. (HKUP) grant funded by the Michigan Health Endowment Fund. All the U.P. local health department districts will be working with University of Michigan and Michigan State University Extension (MSUE) on childhood obesity prevention. In year one of the two year grant, we will link six U.P. middle schools with U of M's Project Healthy Schools, an evidence-based program for obesity prevention.

A local public health department health educator will work with each school's designated wellness champion through this project, help to establish a vigorous wellness committee and work to make a healthy school environment in terms of physical activity, nutrition and policy that supports wellness. Schools will get a stipend for their wellness champion and some funds for equipment and wellness events. An additional six schools will come on board in year two of the grant. MSUE will provide school-based programming for kids and families.

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Through HKUP, health educators will also survey all U.P. schools to identify what they currently have in place to support school wellness and what they need. We will then be able to help them access available resources in their communities and identify unmet needs that might need grant funding.

11. Health Officer's Report

- Mr. Snyder updated the BOH on the Public Health Advisory Commission Report. There are 39 recommendations in the report; mostly regarding collaboration among local health departments and state agencies.
The top three highest recommendation priorities identified are:
 - Create a permanent Public Health Advisory Council.
 - Insure all State Departments utilize the Health in All Policies approach when implementing policies and programs.
 - Commence a comprehensive review of Public Health funding.

12. Public Comment (three minutes maximum)

No public comment.

13. Board Member Comments

- Mr. Schei and Ms. Hafeman thanked Ms. Woelffer for her hard work on keeping the PHDM budget in check.

14. Adjournment

There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 2:11 p.m. CDT. Motion was supported by Mr. Tatrow and carried unanimously.

Thomas Tatrow 5-18-17

Chairperson

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