



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Public Health, Delta & Menominee Counties  
Escanaba, MI

### Meeting Minutes

Thursday, July 21, 2016

#### Board Members Present

Bob Burie

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  
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 July 21, 2016. The meeting was called to order at 2:00 p.m. EDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator, and is recorded above. Patrick Johnson was not in attendance and had been excused.

#### 2. Approval of Agenda

Ms. Hafeman moved to approve the July 21, 2016, agenda. Motion was supported by Ms. Harrington and carried.

#### 3. Approval of Minutes

Ms. Hafeman moved the minutes from June 16, 2016, be approved. Motion was supported by Ms. Harrington and carried.

#### 4. Public Comment

There was no public comment.

**5. Finance Committee**

The Finance Committee met Wednesday, July 20, 2016, at the PHDM Delta office in Escanaba.

**a. FY2016 Third Quarter Report**

Chairman Trudgeon briefed the BOH on the FY2016 Third Quarter Report.

**Mr. Burie moved the FY2016 Third Quarter Report, be approved and placed on file. Motion was supported by Ms. Hafeman and carried.**

**b. American Express Statements**

Ms. Hafeman briefed the BOH on the American Express Statements.

**Ms. Harrington moved the American Express Statements be acknowledged and placed on file. Motion was supported by Ms. Hafeman and carried.**

**c. Revised FY2016 PHDM Budget**

Ms. Woelffer gave the BOH an overview of the Revised FY2016 PHDM Budget and highlighted the revisions.

**Ms. Hafeman moved the Revised FY2016 PHDM Budget, be approved. Motion was supported by Ms. Harrington and carried.**

**6. Review and Approval of June Check Register**

The Board of Health reviewed the June check register.

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

**7. Medical Director's Report**

Dr. Frankovich discussed the ongoing issue with the Zika virus. She reported that approximately 1,300 individuals in the U.S. have been diagnosed with Zika. Of those, 350 were pregnant women; nine delivered infants with birth defects and six experienced loss of a fetus with congenital defects. It is currently recommended that pregnant women should be abstinent or use condoms for the duration of their pregnancy, if their partner has been traveling in an area with Zika transmission. Males who have been traveling in a Zika transmission area and have no symptoms, should protect against pregnancy with their partner for a minimum of eight weeks and those who have had Zika symptoms should wait six months.

Dr. Frankovich also noted the first case of female to male transmission has been documented by the CDC. In addition, there may now be a first case of transmission via mosquito bite in the continental U.S.--a case in Florida is being investigated. Also of concern is a case in Utah of possible transmission from an infected individual to a family member caring for him. This case is also under investigation. The State is doing Zika testing on individuals under certain circumstances. No predictions yet as to when a vaccine will be created.

**8. Health Officer's Report**

- Mr. Snyder informed the BOH that on August 2<sup>nd</sup>, at 11am EDT, the CEO of MERS and other MERS staff members will be at the Escanaba Civic Center. If anyone is interested in attending, please let Mr. Snyder or Ms. Woelffer know. Ms. Woelffer will be in attendance. Chairman Trudgeon requested to attend.
- The software program, Lotus Notes, which PHDM uses for payroll information and Environmental Health (EH) applications, is no longer being supported. Mr. Snyder is looking into new software for EH. PHDM has recently moved to an internally created program for payroll information.
- The Maternal Infant Health Program passed the program review.
- PHDM will have a table in the Ruth Butler Building during the week of the fair in August.
- The August 18<sup>th</sup> BOH meeting will be at the PHDM Menominee office.

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

There was no public comment.

**10. Board Member Comments**

**11. Adjournment**

**There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 3:12 p.m. EDT. Motion was supported by Mr. Schei and carried.**



Chairperson

:kg Approved August 31, 2016  
KED