Public Health
Delta & Menominee Counties

Board of Health
AGENDA

September 17, 2014
2:00p.m. (CDT), 3:00p.m. (EDT)
Pinecrest Medical Care Facility
Powers, MI

Board Members:

Bob Burie	Jan Hafeman	Larry Schei
Tom Elegeert	Mary Harrington	Tom Trudgeon

Public Health Staff:

Mike Snyder, Health Officer/Administrator
Kim Gustafson, Executive Secretary
Dr. Terry Frankovich, Medical Director
Lynn Woellfer, Director of Finance

1) **Call to Order/Roll Call**
2) **Approval of Agenda**
3) **Approval of August 20, 2014 Board of Health Meeting Minutes**
4) **Public Comment on Agenda Items (five minutes maximum)**
5) **Abundant Life Church and Homeless Mission – Pastor Dave Penell**
6) **Finance Committee**
    a. **American Express Statements**
    b. **FY15 PHDM Budget**
7) **Pension Committee**
8) **Review and Approval of August Check Register**
9) **Medical Director's Report**
10) **Health Officer's Report**
11) **Public Comment (three minutes maximum)**
12) **Board Member Comments**
13) **Adjournment**

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Public Health
Delta & Menominee Counties

Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes
Wednesday, September 17, 2014

Board Members Present

Bob Burie
Jan Hafeman
Mary Harrington
Larry Schei
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Secretary
Lynn Woelffer, Director of Finance

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on September 17, 2014. The meeting was called to order at 2:01 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above. Mr. Elegeert was unable to attend the meeting but had been previously excused.

2. Approval of Agenda

Ms. Hafeman moved to approve the agenda. Motion was supported by Mr. Harrington and carried.

3. Approval of Minutes

Mr. Burie moved that the minutes from August 20, 2014, be approved. Motion was supported by Ms. Hafeman and carried.

4. Public Comment

There was no public comment.

5. Abundant Life Church and Homeless Mission – Pastor Dave Penell

Pastor Dave Penell did not attend the meeting.

6. Finance Committee

The finance committee met at Public Health's Escanaba office on Monday, September 15, 2014.

a. American Express Statements

Ms. Hafeman gave a brief overview on the American Express Statements. The Finance Committee will continue to review the statements at the regular Finance Committee meetings.

b. FY 15 PHDM Budget

Chairman Trudgeon gave a brief overview of the FY15 budget. FY15 budget questions were answered by Ms. Woelffer.

Ms. Hafeman moved to approve the FY15 PHDM Budget. Motion was supported by Ms. Harrington and carried.

7. Pension Committee

Chairman Trudgeon reported the board will be provided with a full written report from the Pension Committee meeting held on Monday, September 15, 2014. Chairman Trudgeon gave an overview of the quarterly MERS report and informed the board members this report will be included in the board packets quarterly. Once the Pension Committee report has been reviewed by the full board, they will decide on expected funding levels.

It is the recommendation of the Pension Committee that a defined contribution plan is not advised due to the high initial costs associated with the change. PHDM should continue with the plan that is currently in place.

8. Review and Approval of August Check Register

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

Ms. Hafeman moved to approve the August check register. Motion was supported by Mr. Schei and carried.

9. Medical Director's Report

Dr. Frankovich reported on the Enterovirus D68. This particular strain of enterovirus has not circulated often in the past 40 years. Most adults have already been exposed to enteroviruses during childhood and have some immunity. The current strain is having the biggest impact in children ages 5-17 years old. Most people with this infection will have mild respiratory symptoms but an unusually high number of children have required hospitalization due to more severe symptoms such as wheezing and shortness of breath. About 2/3 of those hospitalized have a previous history of asthma or other lung issues. Because there is no specific treatment other than supportive for this infection, testing is being done primarily for surveillance purposes and is being done by the CDC. Specimens have been submitted from the U.P. but it will take a while before results are available. As there is no vaccine to prevent enterovirus infection and there is no specific medication to treat it, prevention is even more important and this is the message being emphasized by public health.

10. Health Officer's Report

- The Community Health Needs Assessment will be mailed soon. PHDM is in the process of working on press releases to notify the public.
- The All-Staff meeting is scheduled for Thursday, September 18, 2014. Mr. Snyder invited the board members to attend.
- PHDM has received notice the union is ready to negotiate their contract. The current three year contract expires December 31, 2014.
- Mr. Snyder began his final class. Once completed in December, he will have met all the Health Officer requirements from the State.
- In December 2013, the Board of Health approved a wellness stipend for PHDM employees. Mr. Snyder and Ms. Gustafson are in the process of creating a survey to see how many took advantage of the stipend. Mr. Snyder asked the board to let him know if they would like to see anything in particular on the survey.
- PHDM received a LEAD grant from MDCH. Tuesday, September 23, 2014, Dr. Frankovich will be hosting a LEAD education webinar from PHDM.
- Mr. Snyder asked the board to pay special attention to the picture of flowers and candy in the back of the board packet. The PHDM Nurse Practitioner received these as a "thank you" for catching a young client's cancer early at a Family Planning clinic.

11. Public Comment—None

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12. Board Member Comments

Chairman Trudgeon would like to thank Mr. Burie for his work on the Pension Committee.
Mr. Schei would like to thank Ms. Woelffer for the wonderful job she does with the PHDM finances.

13. Adjournment

There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 4:25 p.m. CDT. Motion was supported by Ms. Harrington and carried.

Thomas L. Trudgeon
Chairperson 10-15-2014

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