



Public Health

Delta & Menominee Counties

Board of Health AGENDA

September 28, 2017
4:00 p.m. (CDT), 5:00 p.m. (EDT)
Public Health's Menominee Office
Menominee, 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 September 28, 2017 Agenda**
- 3) **Public Comment on Agenda Items (five minutes maximum)**
- 4) **Approval of August 16, 2017 Board of Health Meeting Minutes**
- 5) **Finance Committee**
 - a. **FY2018 Annual Budget**
 - b. **American Express Statements**
- 6) **MERS Defined Benefits for New Hires**
- 7) **PHDM Audit Contract**
- 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**



Public Health Delta & Menominee Counties



215/60

Board of Health Meeting

PHDM's Menominee Office
Menominee, MI

Meeting Minutes

Thursday, September 28, 2017

Board Members Present

Jan Hafeman

Amanda Hess

Larry Schei

Gerard Tatrow

Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator

Dr. Terry Frankovich, Medical Director

Lynn Woelffer, Director of Finance

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 September 28, 2017. The meeting was called to order at 4:05 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 and had been excused. Ms. Hess joined the meeting at 4:35 p.m. CDT.

2. Approval of Agenda

**Ms. Hafeman moved the September 28, 2017 agenda be approved.
Motion was supported by Mr. Tatrow and carried unanimously.**

3. Public Comment

There was no public comment on the September 28, 2017 agenda.

4. Approval of Minutes

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

5. Finance Committee

a) FY2018 Annual Budget

Chairman Trudgeon gave an overview on the FY2018 Annual Budget. Questions were answered by Mr. Snyder and Ms. Woelffer.

Ms. Hafeman moved the FY2018 Annual Budget be approved. Motion was supported by Mr. Tatrow and carried unanimously.

b) American Express Statements

Ms. Hafeman gave a brief update on the American Express Statements.

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

6. MERS Defined Benefits for New Hires

Chairman Trudgeon and Mr. Snyder explained the two proposed options for MERS Defined Benefit Plan for New Hires for non-union employees. The proposed change in the retirement benefits for new hires is an attempt to control future costs in the retirement program.

Ms. Hafeman moved the MERS Defined Benefit Plan for New Hires to include a 2.0% multiplier, 1.5% Non-Compounded cost of living adjustment, FAC-5, V-10, and normal retirement age of 62, to begin January 1, 2018, be approved. Motion was supported by Mr. Tatrow. A roll call was requested and is as follows:

Jan Hafeman – Yes

Amanda Hess – Not in attendance for roll call vote

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Larry Schei – Yes
Gerard Tatrow – Yes
Tom Trudgeon – Yes

Motion carried unanimously.

7. PHDM Audit Contract

PHDM's contract with Anderson-Tackman to conduct the annual audit has expired. Anderson-Tackman has provided a contract offer for three years beginning with FY2017.

Mr. Schei moved the three year contract for Anderson-Tackman, be approved. Motion was supported by Ms. Hafeman and carried unanimously.

8. Review and Approval of August Check Register

The Board of Health reviewed the August check register.

Mr. Tatrow moved the August check register be approved. Motion was supported by Chairman Trudgeon and carried unanimously.

9. Medical Director's Report

Dr. Frankovich discussed Body Art facilities that perform tattooing and body piercing. About 1/3 of all adults in the U.S. have at least one tattoo. Approximately 38% of those 18-29 years of age have at least one tattoo and about 23% have at least one non-earlobe piercing. These practices have become more mainstream and having one or more tattoos is no longer consistently affiliated with high-risk behaviors in youth, as it had been in the past. Approximately 76% of people surveyed who have tattoos or piercings, feel it has negatively impacted their ability to gain employment.

In 2010, Michigan passed Public Act 375, regulating body art facilities. Facilities are required to be licensed, minors must have written parental consent provided on-site, staff must be educated about blood borne pathogens and safe hygienic practices and offered hepatitis B vaccination, among other requirements. Local public health departments are charged with conducting inspections.

Possible complications of tattooing and piercing includes infection (viral/bacterial and even fungal), scarring, bleeding and local reactions to injected materials.

Mr. Snyder reported there are five licensed Body Art facilities in Delta County and two in Menominee County. PHDM has also contracted with Schoolcraft County to monitor one facility in Manistique.

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10. Health Officer's Report

- Mr. Snyder explained the Michigan Public Health Training Center created a seven module training session for local Boards of Health titled Governance for Action in Public Health. MALPH purchased the Public Health training modules for LHD BOH's in Michigan. Mr. Snyder informed the BOH the seven modules will be presented at the BOH meetings starting in January.
- Mr. Snyder attended the MERS Conference last week. He informed the BOH that MERS reported they've earned 9.25% on their investments so far this year, which is more than the 7.75% that is assumed. MERS has created the option of a surplus division and Mr. Snyder will discuss this in more detail at the November BOH meeting.
- The next BOH meeting is Thursday, November 2, 2017, 1:00 p.m. CDT/2:00 p.m. EDT, at Pinecrest.
- Mr. Snyder, Dr. Frankovich, Mr. Johnson, and Mr. Tatrow attended the Public Health Law training and noted it was informational.

11. Public Comment (three minutes maximum)

No public comment.

12. Board Member Comments

13. Adjournment

There being no further business, Mr. Tatrow made a motion the meeting be adjourned at 5:15 p.m. CDT. Motion was supported by Ms. Hess and carried unanimously.

Thomas P. Snyder, Chairman

 November 2, 2017
 Chairperson

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