



Public Health Delta & Menominee Counties

Board of Health AGENDA

July 20, 2017

1:00 p.m. (CDT), 2:00 p.m. (EDT)

PHDM's Delta County Office

Escanaba MI

Board Members:

Jan Hafeman

Amanda Hess

Patrick Johnson

Larry Schei

Gerard Tatrow

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 July 20, 2017 Agenda
- 3) Public Comment on Agenda Items (five minutes maximum)
- 4) Approval of June 15, 2017 Board of Health Meeting Minutes
- 5) Finance Committee
 - a. 2016 MERS Annual Actuarial Valuation Report
 - b. FY2017 Third Quarter Report
 - c. FY2017 Proposed Revised Budget
 - d. American Express Statements
- 6) MERS Healthcare Savings Program
- 7) Review and Approval of June Check Register
- 8) Medical Director's Report
- 9) Health Officer's Report
- 10) Public Comment (three minutes maximum)
- 11) Board Member Comments
- 12) Adjournment



Public Health Delta & Menominee Counties



Board of Health Meeting

Public Health's Delta County Office
Escanaba, MI

Meeting Minutes

Thursday, July 20, 2017

Board Members Present

Jan Hafeman
Larry Schei

Amanda Hess
Gerard Tatrow

Patrick Johnson (via telephone)
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 20, 2017. 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. Mr. Johnson joined via telephone. Ms. Hess arrived at the meeting at 2:25 p.m. EDT.

2. Approval of Agenda

**Ms. Hafeman moved the July 20, 2017 agenda be approved.
Motion was supported by Mr. Tatrow and carried unanimously.**

3. Public Comment

There was no public comment on the July 20, 2017 agenda.

4. Approval of Minutes

Chairman Trudgeon moved the minutes from June 15, 2017, be approved. Motion was supported by Mr. Tatrow and carried unanimously.

5. Finance Committee

a. 2016 MERS Annual Actuarial Valuation Report

Chairman Trudgeon and Mr. Snyder gave an overview of the 2016 MERS Annual Actuarial Valuation Report. They also discussed the meeting the Finance Committee had with MERS Representative Terra Langham.

Mr. Tatrow moved the MERS Annual Actuarial Valuation Report be acknowledged and placed on file. Motion was supported by Ms. Hafeman and carried unanimously.

b. FY2017 Third Quarter Report

Chairman Trudgeon briefed the BOH on the FY2017 Third Quarter Report. Questions were answered by Ms. Woelffer.

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

c. FY2017 Proposed Revised Budget

Ms. Hafeman and Ms. Woelffer discussed the FY2017 Proposed Revised Budget.

Mr. Tatrow moved the FY2017 Proposed Revised Budget be approved, as presented. Motion was supported by Ms. Hess and carried unanimously.

d. American Express Statements

Ms. Hafeman gave a brief overview of the American Express Statements.

2554

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

6. MERS Healthcare Savings Program

Mr. Snyder discussed the MERS Healthcare Savings Program and the BOH approval needed to add a group for one employee.

Mr. Tatrow moved the MERS Healthcare Savings Program be approved for the employee, as presented. Motion was supported by Mr. Schei and carried unanimously.

7. Review and Approval of June Check Register

The Board of Health reviewed the June check register.

Mr. Tatrow moved the June check register be approved. Motion was supported by Ms. Hess and carried unanimously.

8. Medical Director's Report

Dr. Frankovich discussed West Nile virus, which appears every summer and is carried by mosquitos. Around 80% of people who acquire the virus never know they have been affected, while the other 20% will have mild symptoms like headaches, tiredness, and joint pain that will eventually go away. Additionally, 1% of those will get severe illness that can result in death. So far, six counties in the U.P., including Delta and Menominee counties, have only had positive results in dead birds; none in humans.

Dr. Frankovich also discussed a grant Marquette County received to help alleviate opioid overdoses. A retired doctor has agreed to become the program coordinator, and in the Fall, will start monitoring overdoses handled through the police and hospitals, as well as the use of Narcan. The program will also be providing education to local health care providers regarding the over prescribing of narcotics.

9. Health Officer's Report

- Mr. Snyder invited the BOH members to the Annual PHDM picnic taking place after the meeting at 5:00 p.m. EDT.
- The August 17, 2017, BOH meeting was scheduled to be at PHDM's Menominee office. Due to a conflict, it will need to be rescheduled. Ms. Gustafson will notify BOH members of the new date and location once they have been set.

7555

- Public Health Law Training will be taking place on August 24, 2017, in Newberry. Dr. Frankovich, Mr. Snyder, Mr. Johnson, Chairman Trudgeon, and PHDM's Emergency Preparedness Coordinator, Dayna Kapp, will be attending. If anyone else would like to attend, please let Mr. Snyder know before August 11th.
- Mr. Snyder highlighted a letter and certificate PHDM's National Diabetes Prevention Program received from the CDC. It states PHDM's program has met all requirements and has become fully recognized.
- The U.P. health departments have received funding from a Cross Jurisdictional Sharing grant. The health officers have agreed to cover the Public Health Law training for those Health Officers that would like to attend. They also discussed updating the Sanitary Codes to be used across all U.P. health departments, which will also include the addition of other Environmental Health programs.
- Mr. Snyder reminded the BOH Mr. Don Mlostek's deadline to install his septic system is July 31, 2017. A phone call from Stenberg's was received with questions regarding the installation, with Mr. Snyder stating it looks like it will be installed prior to the deadline.

10. Public Comment (three minutes maximum)

No public comment.

11. Board Member Comments

- Chairman Trudgeon noted he spoke with one local community member that informed him of only cold water in two local restaurant establishment restrooms. Mr. Snyder stated hand washing sinks need to have both hot and cold water and will have Environmental Health investigate.
- Chairman Trudgeon also mentioned another community member discussed a neighbor placing garbage on their porch, which is then attracting vermin. He will notify the community member to contact Environmental Health.
- Chairman Trudgeon noted he would like Mr. Snyder to pass on the BOH's appreciation to Ms. Kristi Steger for the good job she's doing with the National Diabetes Prevention Program and being fully recognized by the CDC.

12. Adjournment

There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 3:13 p.m. EDT. Motion was supported by Mr. Tatrow and carried unanimously.

Thomas L. Trudgeon
Chairperson 8-16-2017

:kg Approved August 16, 2017
KJ