



**MID-MICHIGAN DISTRICT HEALTH DEPARTMENT**  
An Accredited Local Public Health Department

[www.mmdhd.org](http://www.mmdhd.org)

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**MARK W. (MARCUS) CHEATHAM**  
Health Officer

**JENNIFER MORSE, MD**  
Medical Director



**BOARD OF HEALTH**  
George Bailey  
Bruce DeLong  
Betty Kellenberger  
Tom Lindeman  
Laura McCollum  
Ken Mitchell

**BOARD OF HEALTH  
REGULAR MEETING**  
at  
Mid-Michigan District Health Department  
Clinton County Branch Office  
St. Johns, Michigan

Wednesday, November 25, 2015  
10:00 a.m.

MINUTES

*We take action to assure the health and well being of our community and the environment  
by responding to public health needs and providing a broad spectrum  
of prevention and educational services.*

- Members Present:** Tom Lindeman; Betty Kellenberger, Vice Chairperson; George Bailey; Ken Mitchell; Laura McCollum (*arrived at 10:24 a.m.*); and Bruce DeLong, Chairperson
- Members Absent:** None
- Staff Present:** Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman, Director of Administrative Services; Cindy Partlo, Board Secretary; and Andrea Tabor, Director of Community Health and Education (*arrived at 10:42 a.m.*)
- Staff Absent:** Jennifer Morse, M.D., Medical Director
- Guests:** Jenniffer Efaw, Nurse Practitioner (NP); Charity Little, Environmental Health (EH) Specialist II; Shelly McPherson, Community Health Worker; Stephen Pratt, EH Specialist I; and Ross Pope, Quality Process Improvement Coordinator (*arrived at 10:42 a.m.*)

B. DeLong, Chairperson called the regular meeting of the Mid-Michigan District Board of Health (BOH) to order at 10:00 a.m., on Wednesday, November 25, 2015, at the Clinton County Branch Office of the Mid-Michigan District Health Department (MMDHD), St. Johns, Michigan.

The Pledge of Allegiance was led by B. DeLong.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

C. Partlo mentioned that a letter from Susan Moran at the Michigan Department of Health and Human Services (MDHHS) regarding Public Health Accreditation Board (PHAB) accreditation should be added as item H. 1.

**Motion made by B. Kellenberger and seconded by T. Lindeman to approve the Agenda as presented. Motion carried.**

B. CONSENT ITEMS:

1. Meeting Minutes

- a) Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held October 6, 2015
- b) Mid-Michigan District Board of Health Regular Meeting held October 28, 2015

**Motion made by B. Kellenberger to accept and place on file Meeting Minutes B. 1. a. and b. Motion seconded by K. Mitchell. Motion carried.**

2. Communications

- a. Letter dated October 22, 2015 to Jennifer Stratton, WIC Coordinator from Stan Bien, Director, WIC Division, Michigan Department of Health and Human Services (MDHHS) regarding approval of the FY 2015/16 WIC Nutrition Services Plan.

M. Cheatham stated that the WIC Nutrition Service Plan was approved for FY 15/16.

**Motion made by K. Mitchell to accept and place on file Communications B. 2. a. Motion seconded by B. Kellenberger. Motion carried.**

C. PUBLIC COMMENTS: None

D. BRANCH OFFICE EMPLOYEES: M. Cheatham stated that employees were attending today to satisfy requirements of their orientation. He briefly summarized the role of the Board of Health. Introductions were made.

E. COMMITTEE REPORTS:

1. Finance Committee – Tom Lindeman, Chair

- a. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for September 2015

**Motion made by T. Lindeman to approve and place on file the Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for September 2015. Motion seconded by K. Mitchell. Motion carried.**

b. Financial Status Report, Fiscal Year 14/15

M. Bowerman distributed copies of the Financial Status Report for FY 14/15 and stated that it was a requirement of the audit process to provide the report annually. She indicated that if any Board members have questions to bring them to the December Board meeting.

**Motion made by T. Lindeman and seconded by B. Kellenberger to accept and place on file the Financial Status Report for FY 14/15 as proposed. Motion carried.**

c. FY 14/15 Year-End Highlights and Recommendations

T. Lindeman stated that the agency had a year-end surplus for FY 14/15 due to one-time Medicaid Full Cost Reimbursement funding. The surplus was \$861,753.31 and requested that it be allocated as follows:

M. Bowerman Reviewed the FY 14/15 Year-End Highlights and Recommendations and requested the surplus be spent as follows:

- \$20,000 for Family Planning Medicaid Full Cost Reimbursement,
- \$500,000 for Equipment/Technology,
- \$300,000 for Retirement, and
- \$41,753.31 remaining to the General Fund Balance

**Motion made by T. Lindeman and seconded by G. Bailey to approve the FY 14/15 Year-End Highlights and Recommendations as proposed. Motion carried.**

d. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for October 2015 – **Delayed due to year-end closing.**

e. District Health Department's Expenses for October 17 through November 13, 2015

**Motion made by T. Lindeman to approve payment of the Mid-Michigan District Health Department's Expenses for October 17 through November 13, 2015, totaling \$399,039.87. Motion seconded by K. Mitchell. Motion carried.**

f. Mid-Michigan District Health Department's (MMDHD) 50<sup>th</sup> Anniversary – March 1, 2016

M. Cheatham mentioned he would like to establish a planning committee for the 50<sup>th</sup> Anniversary celebration and asked for a volunteer from the BOH to serve on the planning committee. B. Kellenberger volunteered to serve on the committee.

**Motion made by T. Lindeman and seconded by B. Kellenberger to recommend the BOH approve the agency's 50<sup>th</sup> Anniversary celebration and authorize up to \$3,500 for expenses. Motion carried.**

g. Gratiot-Isabella Regional Education Service District (GIRESD) Speech and Language Chart Reviews

T. Lindeman said that the Finance Committee discussed terminating the Agreement with the GIRESD to provide speech and language chart reviews for children through the

GIRESD. He explained the process and stated that Dr. Morse was not comfortable with the practice and requested the termination.

**Motion made by T. Lindeman and seconded by G. Bailey to authorize the Health Officer to provide a thirty (30)-day notice of termination of the Agreement for speech and language chart reviews to the GIRESD. Motion carried.**

h. Health Insurance and Benefit Changes for 2016

M. Bowerman provided an update regarding health insurance for employees, noting that the agency would be returning to two Blue Cross plans as Consumers Mutual Insurance Co. was ceasing operations. The topic was informational only.

3. Program Committee – Laura McCollum, Chair – No topics.

4. Mid-Central Coordinating Committee – Tom Lindeman, Vice Chair

F. MEDICAL DIRECTOR’S REPORT: Jennifer E. Morse, M.D., Medical Director

1. Prescription and Opioid Drug Abuse

In Dr. Morse’s absence, M. Cheatham reviewed her report regarding prescription and opioid drug abuse. He mentioned that data would be reviewed from the hospitals within the district to determine if an upward trend of use is evident. If so, he would consider issuing a public health advisory.

He requested the BOH adopt the following Monthly Healthy Living recommendation for December, with a suggested change to name the Substance Abuse Coalitions in each County:

a) Utilize the “Be the Solutions” program at <http://www.drugfreenorthernmichigan.net/> for education and resources to help your community address prescription drug abuse.

b) Join your local community anti-drug coalition. If your community doesn’t have one, consider starting one. To find out if your community has a coalition and/or to start a coalition, go to <http://www.cadca.org/start-coalition>. Coalitions within our district are:

- Clinton – Clinton Substance Abuse Prevention Coalition ([www.drugfreeclinton.org](http://www.drugfreeclinton.org))
- Gratiot – Gratiot County Substance Abuse Coalition – ([www.gratiotdrugfree.org](http://www.gratiotdrugfree.org))
- Montcalm – YOUTHINK Montcalm

c) Consider starting a local chapter of Families Against Narcotics (FAN), a program started in Fraser, Michigan in 2007 after experiencing 30 heroin overdoses in one year. Their goal is to raise awareness of the dangers of prescription narcotics and heroin, support those suffering with addiction, and erase the stigma of addiction.

- If not ready or able to start a chapter, consider inviting FAN’s group of one parent affected by addiction and 2 to 3 young people in recovery to speak at local schools since 1 out of 5 high school students will abuse prescription pain medications.

**Motion made by K. Mitchell and seconded by B. Kellenberger to adopt the Medical Director’s BOH Monthly Healthy Living Recommendation for December as amended. Motion carried.**

**Motion made by K. Mitchell and seconded by B. Kellenberger to accept the Medical Director's report and place it on file. Motion carried.**

G. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Ph.D., Health Officer

1. Grant Update

M. Cheatham reviewed the Grant Update stating that the agency has partnered with Emory University to recruit participants into a study of a method to reduce PBB levels in the body and to test whether epigenetic impacts can be found in the children of men who were exposed. In January 2016, the agency expects to receive final approval of the \$125,000 grant. The funding for the health department would be for five years (\$25,000 per year).

2. Board of Health Holiday Luncheon, December 16, 2015, 12 noon in Ithaca

C. Partlo invited Board members to attend a holiday luncheon directly following the December BOH meeting. Please notify C. Partlo if attending by December 4<sup>th</sup>.

3. Local Public Health Accreditation, February 1-5, 2016

a. Mid-Michigan District Health Department (MMDHD) Plan of Organization (see <http://mmdhd.org/accreditation.html>)

M. Cheatham said that the agency would be undergoing a site evaluation for accreditation the week of February 1, 2016. He explained the Plan of Organization and stated that the document requires Board of Health approval. R. Pope stated that the Plan of Organization was located on the agency's Internet and the structure of the Plan was basically the same as previously approved. He reviewed the changes to the Plan of Organization.

**Motion made by G. Bailey and seconded by K. Mitchell to approve the MMDHD Plan of Organization and authorize the Board Chair to sign the Plan of Organization approval form. Motion carried.**

H. OLD BUSINESS:

1. Status of Public Health Accreditation Board (PHAB) National Accreditation

M. Cheatham said that the agency became nationally accredited on November 10, 2015. A requirement of national accreditation will be to provide an annual report to PHAB. Additionally, a letter of congratulations was received from Susan Moran, Senior Deputy Director for the MDHHS and shared with the BOH.

2. MMDHD Funding Formula

M. Cheatham stated that a meeting was held with the three County Administrators regarding the funding formula contained in the Intergovernmental Agreement. The County Administrators agreed to a joint understanding of the formula, establishing 2003 as the base year for the funding formula. Additionally, all Administrators agreed that no County appropriation would be reduced for FY 15/16. The revised appropriations for FY 15/16 are:

Clinton	Gratiot	Montcalm
\$391,015	\$298,802	\$425,661

M. Cheatham stated that he needed to formally request the BOH to approve forwarding this appropriation to the three Counties for approval by each of the Boards of Commissioners. Additionally, he also indicated that the County Administrators requested further discussions of the base to begin in January as there are different possibilities of how to figure the base. After discussion, the Board acknowledged that there were some aspects of the funding formula that were not completely clear; M. Bowerman stated that a Memorandum of Understanding memorializing the interpretation of the funding formula and base would be prepared to minimize misunderstandings in the future.

**Motion made by G. Bailey and seconded by T. Lindeman to endorse the recommendation of the County Administrators to adopt the proposed funding formula for FY 15/16 and also going forward, using 2003 as the base year. Motion carried.**

4. Decriminalization of Recreational Marijuana – Public Health Considerations

a. Letter to Nick Lyon, Director of MDHHS

M. Cheatham discussed the threat of marijuana being decriminalized and the potential ramifications of it. He expressed Dr. Morse’s concerns that currently, the MDHSS doesn’t have a regulatory framework in place for the legalization of marijuana. He reviewed a draft letter to Nick Lyon, Director of the MDHHS regarding requesting the State to begin work on a regulatory framework for legalized marijuana. If acceptable to the BOH, he requested authorization to have B. DeLong sign the letter to Nick Lyon.

**Motion made by K. Mitchell and seconded by G. Bailey to authorize B. DeLong to sign the letter to Nick Lyon regarding decriminalization of recreational marijuana. Motion carried.**

I. NEW BUSINESS:

1. Foodborne Outbreaks

M. Cheatham stated that the documentation on foodborne outbreaks was provided for information only.

2. Family Planning Program Presentation, *Jennifer Efaw, NP, Community Health and Education Division*

M. Cheatham explained that legislatures are contemplating defunding Planned Parenthood by refusing to accept Title X funding; however, the health department’s Family Planning Program is also funded under Title X. He requested the BOH speak with their colleagues and legislators about preserving funding for Family Planning Programs across the state. He stated that Jennifer Efaw is the agency’s Nurse Practitioner that operates our Family Planning Program.

Jennifer Efaw, Nurse Practitioner for the Community Health and Education Division provided an overview of the Family Planning program noting that teen pregnancy rates have dramatically declined since 1994. She explained the services provided in the Family Planning Program that also include education. In summary, she indicated that for every \$1.00 spent, \$3.74 is saved in Medicaid spending.

3. Emerging Issues

J. LEGISLATIVE ACTION:

1. Legislative Update

M. Cheatham reviewed Senate Bills 388, 389, and 390 (Paul Harvey Act) stating that the bills are attempting to stop the State from allowing unfunded mandates that affect local governments. He indicated that the bills only apply to legislatively-created unfunded mandates. He summarized he would be watching these bills.

Senator Meekhof's office has been working with MALPH to research the consequences of withdrawing Michigan from Title X funding in an effort to strip Planned Parenthood of its funding.

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District Board of Health Action Items, October 2015
2. Staffing and Longevity Report

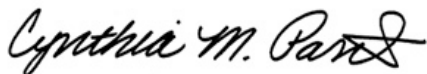
L. RELATED NEWS ARTICLES:

1. MMDHD News Articles Available Online at: <http://www.mmdhd.org/boh-news-2015.html>

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting adjourned at 11:16 a.m.

Respectfully Submitted,



Cynthia M. Partlo  
Board Secretary For  
Bruce DeLong, Chairperson  
Mid-Michigan District Board of Health