MID-MICHIGAN DISTRICT HEALTH DEPARTMENT
Nationally Accredited by the Public Health Accreditation Board

MARK W. (MARCUS) CHEATHAM, Ph.D
Health Officer

JENNIFER MORSE, MD
Medical Director

www.mmdhd.org

BOARD OF HEALTH
George Bailey
Bruce DeLong
Betty Kellenberger
Tom Lindeman
Ken Mitchell
Sam Smith

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

Wednesday, May 25, 2016
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, Chairperson; George Bailey, Vice Chairperson *(left at 11:30 a.m.)*; Ken Mitchell; and Bruce DeLong

Members Absent: Sam Smith

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman, Director of Administrative Services; Cindy Partlo, Board Secretary; and Jennifer E. Morse, M.D., Medical Director; Andrea Tabor, Director of Community Health and Education

Staff Absent: None

Guests: None

B. Kellenberger, Chairperson called the regular meeting of the Mid-Michigan District Board of Health to order at 10:05 a.m., on Wednesday, May 25, 2016, at the Clinton County Branch Office of the Mid-Michigan District Health Department, St. Johns, Michigan.

Pledge of Allegiance was led by B. Kellenberger.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

Motion made by B. DeLong and seconded by G. Bailey 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 April 11, 2016

   b. Mid-Michigan District Board of Health Regular Meeting held April 27, 2016

2. Communications – None

Motion made by B. DeLong to accept and place on file Meeting Minutes B. 1. a. and b. Motion seconded by T. Lindeman. Motion carried.

C. PUBLIC COMMENTS: None

D. BRANCH OFFICE EMPLOYEES: None

E. COMMITTEE REPORTS:

1. Finance Committee – Tom Lindeman, Chair

   a. Mid-Michigan District Health Department's Expenses for April 16 through May 13, 2016

   Motion made by T. Lindeman to approve payment of the Mid-Michigan District Health Department's Expenses for April 16 through May 13, 2016, totaling $462,916.46. Motion seconded by B. DeLong. Motion carried.

   b. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for April 2016

   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 April 2016. Motion seconded by G. Bailey. Motion carried.

   c. FY 16/17 State Budget

   T. Lindeman reported that the Finance Committee briefly discussed the State Budget for FY 16/17.

d. FY 16/17 Proposed Draft Budget and Narrative, *Presentation by Marcus Cheatham*

M. Cheatham noted that there now would be appropriation adjustments every year, even in years where the appropriation request remains flat.

Motion made by T. Lindeman and seconded by B. DeLong to approve the FY 16/17 Proposed Draft Budget and Narrative. Motion carried.

e. FY 16/17 Proposed Agency Fees

1) Community Health and Education Division (CHED)

2) Environmental Health (EH) Division

M. Bowerman mentioned primary care fees are included with public health fees. She commented that in the future, she may reconsider slightly increasing the market + 10% for CHED vaccine fees listed.

Motion made by T. Lindeman and seconded by B. DeLong to approve the FY 16/17 Proposed Agency Fees. Motion carried.

f. Patagonia Health, Integrated Electronic Health Record (EHR) Software

Motion made by B. DeLong and seconded by G. Bailey to approve the purchase of Patagonia Health utilizing the Option B Payment Schedule to replace the agency's current EHR software, checking on the concerns noted by the Finance Committee. Motion carried.

Motion made by T. Lindeman to place the Finance Committee Report on file. Motion seconded by G. Bailey. Motion carried.

2. Personnel Committee – Ken Mitchell, Chair

a. Teamsters Local 214 Contract Negotiations, Meeting Scheduled for June 15, 2016, 9 a.m. at the St. Johns Office

M. Bowerman stated that only wages would be discussed and asked if the Personnel Committee would like to participate. K. Mitchell and B. Kellenberger mentioned that they would like to participate and would attend.

3. Program Committee – Sam Smith, Chair – No topics.

4. Mid-Central Coordinating Committee – Tom Lindeman, Vice Chair – No topics.

F. <u>MEDICAL DIRECTOR'S REPORT:</u> Jennifer E. Morse, M.D.

1. Antibiotic Overuse

Dr. Morse discussed overuse of antibiotics and stated that about 30% of antibiotics are unnecessary. She indicated that Federal funding is available to combat inappropriate

outpatient antibiotic use. She stated that the resistant bacteria were also caused from antibiotics given to animals and passed to humans through food.

2. Elizabethkingia Infections

Dr. Morse provided an overview of Elizabethkingia infections typically found in water. She reported that in the Midwest, an increase of this infection has been documented and its source has not been found.

She recommended the following be adopted as the BOH Monthly Healthy Living Recommendation for June:

1. *Promote and support local efforts to encourage appropriate antibiotic prescribing and use. This year,* ***Get Smart About Antibiotics Week*** *is November 14 through 20, 2016.*

2. *Be aware that not only is antibiotic resistance an issue, but emerging infectious diseases continued to be an ever-present problem.*

Motion made by K. Mitchell and seconded by G. Bailey to approve the monthly BOH recommendation for June as presented. Motion carried.

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

1. Update on Community Health Assessments

M. Cheatham provided a presentation updating the Board on the progress of the Community Health Assessments (CHA) in Gratiot and Montcalm. He indicated that both counties are on their second three-year CHA cycle; and mentioned that the process is now conducted through the collaborative councils in each county. He reviewed the County Health Rankings for Gratiot and Montcalm Counties. *The Board took a 5 min recess at 11:29 a.m.*

The Board reconvened at 11:35 a.m. M. Cheatham then discussed the Healthy Capital Counties CHA with Eaton, Ingham, and Clinton Counties, which was a different process because it is hospital driven between the three counties. He explained that they used a different model than Gratiot and Montcalm County used. He reviewed the priorities identified.

2. Annual Commissioner Forum

M. Cheatham asked the BOH if they would like to host a Commissioner Forum this year. After discussion, the Board felt that they could poll the County Commissioners to gage interest. He indicated that the topic would be discussed further at the June meeting.

3. Health Officer Job Description

M. Cheatham provided an overview of the revised Health Officer Job Description based upon core competencies. He requested if the Job Description was satisfactory to authorize the Chairperson to sign it.

Motion made by K. Mitchell and seconded by B. DeLong to authorize B. Kellenberger, Chairperson to sign the revised Health Officer Job Description.

H. OLD BUSINESS:

1. Update on the Montcalm Care Network (MCN) Primary Care Clinic

   Topic not covered due to time.

2. Pine River Superfund Task Force; Visit From Jon Allan, Director of the Office of the Great Lakes, Michigan Department of Environmental Quality (MDEQ), June 9, 2016, 4 p.m. in Alma

   Topic not covered due to time.

3. Recap of 50th Anniversary Celebration

   M. Cheatham asked for feedback regarding the 50th Anniversary Celebration held on Tuesday, May 17, 2016 at the New Haven Church of the Brethren in Middleton. B. Kellenberger stated that the feedback she received was about the quality of Grant Road. M. Cheatham stated that the facility and food were great. Great retiree turnout.

I. NEW BUSINESS:

1. Emerging Issues - None

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District Board of Health Action Items, April 2016

2. Staffing Report

L. RELATED NEWS ARTICLES AND LINKS:

1. MMDHD News Articles Available Online at: http://www.mmdhd.org/?q=node/106
2. "Michiganders still have elevated PBB levels in their bodies 40 years after chemical accident", *Michigan Radio*, April 28, 2016 - **http://michiganradio.org/post/michiganders-still-have-elevated-pbb-levels-their-bodies-40-years-after-chemical-accident#stream/0**
3. "Without Stable Funding, Michigan Superfund Cleanups Creep Along", *MLive.Com*, May 9, 2016 - **http://www.mlive.com/news/index.ssf/2016/05/michigan_superfund_2016.html**

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting adjourned at 12:12 p.m.

Respectfully Submitted,

Cynthia M. Partlo
Board Secretary For
Betty Kellenberger, Chairperson
Mid-Michigan District Board of Health