



MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

An Accredited Local Public Health Department

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
Sam Smith
Dwight Washington, Ph.D.

BOARD OF HEALTH REGULAR MEETING

at

Mid-Michigan District Health Department
Montcalm County Administrative Offices
Stanton, Michigan

Conference Room A

Wednesday, April 26, 2017, 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: Dwight Washington (*arrived at 10:09 a.m.*), Tom Lindeman, George Bailey (*left at 11:29 a.m.*), Betty Kellenberger, and Bruce DeLong, Chairperson

Members Absent: Sam Smith

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman, Director of Administrative Services; Cynthia M. Partlo, Board Secretary; Jennifer E. Morse, M.D., Medical Director; Bob Gouin, Director of Environmental Health

Staff Absent: Andrea Tabor, Director of Community Health and Education

Guests: None

B. DeLong, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health to order at 10:04 a.m., on Wednesday, April 26, 2017, at the Montcalm County Administrative Offices of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

Pledge of Allegiance was led by B. DeLong.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

C. Partlo indicated that there was an additional handout for item E. 1. c., Environmental Health (EH) Staffing.

*Your Public Health Team,
Connecting with our Communities to Achieve Healthier Outcomes.*

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

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held March 13, 2017
- b. Mid-Michigan District Board of Health Regular Meeting held March 22, 2017
- c. Mid-Michigan District Board of Health Closed Meeting held March 22, 2017

Motion made by G. Bailey to accept and place on file meeting minutes B. 1. a. through c. Motion seconded by B. Kellenberger. Motion carried.

2. Communications

- a. Letters dated March 27, 2017 to Senators Judy Emmons and Rick Jones, and Representatives Jim Lower and Tom Leonard from Bruce DeLong, Chairperson regarding vapor intrusion
- b. Letter dated April 5, 2017 to Bob Gouin from Dale Ladouceur, Michigan Department of Environmental Quality (MDEQ), Drinking Water and Municipal Assistance Division regarding Annual Self-Assessment of the Onsite Wastewater Treatment Management Program

M. Cheatham mentioned that the report from the MDEQ acknowledged Lonnie Smith for his work in the Onsite Wastewater Treatment Management Program.

Motion made by G. Bailey to accept and place on file Communications B. 2. a. and b. Motion seconded by B. Kellenberger. 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 March 18 through April 14, 2017

Motion made by T. Lindeman to pay the Mid-Michigan District Health Department's Expenses for March 18 through April 14, 2017, totaling \$444,120.22. Motion seconded by G. Bailey. Motion carried.

- b. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for March 2017

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 March 2017. Motion seconded by D. Washington. Motion carried.

- c. Environmental Health (EH) Staffing

M. Cheatham provided an updated regarding the EH staffing situation districtwide indicating that he had visited all of the County Commissioners and briefed them on the staffing shortage and increased workload in the EH Division. Additionally, he stated that it was hoped that the BOH would approve two contracted employees to conduct approximately 140 food service inspections districtwide through the end of the fiscal year.

- 1. Hire Food Inspection Contractor

M. Cheatham requested authorization from the BOH to spend up to \$20,000 to hire two contracted employees to conduct food inspections immediately. B. Gouin added that it might be possible to accomplish this through a cross-jurisdictional sharing project using another health department's EH staff.

Motion made by T. Lindeman and seconded by B. Kellenberger to authorize the agency to spend up to \$20,000 to conduct food service inspections districtwide using contractual employees and authorize the health officer to sign Employment Agreements with up to two part-time contractual employees, if necessary, effective immediately. Motion carried.

- 2. EH Supervisor

T. Lindeman discussed the agency's need for an additional EH Supervisor that would be in charge of the food program.

M. Cheatham explained how the positions would be funded stating that the Systems Development Coordinator position would be on hold and remain vacant.

Motion made by T. Lindeman and seconded by G. Bailey to authorize M. Cheatham to spend up to \$71,000 to hire an EH Supervisor with a focus in the food program to work districtwide effective immediately. Motion carried.

- 2. Personnel Committee – Betty Kellenberger, Chair

- a. Schedule Health Officer Annual Appraisal

M. Cheatham stated that the annual Health Officer Performance Review needed to be scheduled. He explained the process and suggested that the Personnel Committee members meet either before or after the May 24th BOH meeting and the Finance Committee members meet either before or after the June 28th BOH meeting.

After discussion, motion made by B. Kellenberger and seconded by D. Washington to schedule the Health Officer's annual appraisal with the Personnel Committee members after the May 24th Regular Meeting in St. Johns at 12:15 p.m. and with the Finance Committee members at 8:30 a.m., prior to their June 28th Meeting in Ithaca. Motion carried.

3. Program Committee – Bruce DeLong, Chair – No report.
4. Mid-Central Coordinating Committee – Tom Lindeman, Vice Chair – No report.

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D.

1. Mosquitoes and Health

Dr. Morse provided a report on mosquitoes and health stating that Mecosta County has a malaria case. She reported that mosquitos in Michigan can still transmit malaria. Because of their disease transmission, she said mosquitoes are considered the most dangerous animal. Dr. Morse discussed prevention stating that residents should eliminate their breeding grounds as well as practice the 3 D's – drain, dress, defend. G. Bailey asked about a vaccine for mosquitos. Dr. Morse mentioned that a vaccine was under development.

Dr. Morse recommended the following be adopted as the BOH Monthly Healthy Living Recommendation for May:

- *Be aware of the evolving health concerns associated with mosquitos at home and when traveling.*
- *Practice the 3 D's of prevention from mosquitos – Drain, Dress, Defend.*

Motion made by B. Kellenberger and seconded by T. Lindeman to adopt the monthly BOH recommendation for May as proposed and accept and place on file the Medical Director's Report. Motion carried.

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

1. Grant Update

M. Cheatham reviewed the Grant Update. He explained the grant proposal that was not funded that Emory University applied for to continue studying the population exposed to PBB. He indicated that Emory would reapply for the funding in October.

2. National Association of Local Boards of Health (NALBOH) Annual Conference, Celebrating Innovations in Board Governance, August 2-4, 2017, Cleveland, Ohio, www.nalboh.org/events

M. Cheatham stated that the agency would support BOH members who would like to attend the NALBOH Annual Conference in Cleveland. M. Cheatham mentioned that training BOH members was a great investment in Board governance.

3. FY 16/17 Second Quarter Client Satisfaction Survey

M. Cheatham reviewed the Client Satisfaction Survey data for the second quarter of FY 16/17 indicating that the results and comments were positive. He reported that participation had

dropped off most likely due to the change in patient records to Patagonia. He mentioned that the agency was looking for a new WIC location on Thursdays in Greenville because the church where the clinic is currently being held requested their space back. M. Bowerman expressed concern with maintaining consistency with clinic locations to avoid confusion among patients.

Motion made by G. Bailey and seconded by T. Lindeman to accept and place the Health Officer's Report on file. Motion carried.

H. OLD BUSINESS:

1. Recap of Day at the Capitol Event, April 19, 2017

B. Kellenberger provided an update regarding the Day at the Capitol event stating that Representative Lower was determined to work on a statewide sanitary code. She mentioned that shortly after her visit with Representative Lower, he received a different message from realtors that also spoke with him that day. M. Cheatham added that Representative Lower is eager to work on a statewide sanitary code.

2. Watershed Planning

M. Cheatham provided an update regarding watershed planning across the district stating that the Clinton Conservation District continues to push the agency on adopting a well and septic ordinance. He noted that John Switzer recently left the agency and that the MMDHD would keep its focus on the issue.

3. Restructure Organizational Meeting Agenda

M. Cheatham mentioned that the BOH requested in January to restructure the annual Organizational Meeting Agenda to consolidate item topics in order to streamline the meeting. He reviewed a proposed, revised Organizational Meeting Agenda that moves the election of officers to the first item on the Agenda.

After review and discussion, motion made by B. Kellenberger and seconded by G. Bailey to approve the revised BOH Organizational Meeting Agenda and authorize it be used beginning with the January 2018 Organizational Meeting. Motion carried.

4. PBB Research

M. Cheatham explained the PBB Registry indicating that about 6,000 Michigan residents were in the study. He mentioned that not all of the old paper data was converted to electronic data. The community wants the data released to Emory so further studies can be done. As reported earlier, Emory University did not receive the grant applied for to conduct further research; however, plant to reapply in the fall of this year.

I. NEW BUSINESS:

1. Public Health Advisory Commission (PHAC) Final Report, April 2017

M. Cheatham mentioned that B. Gouin was appointed to serve on the PHAC and mentioned that he did important work while on the Commission. He explained that the PHAC was established as

part of the response to the Flint situation. The PHAC was charged with examining the root causes of the failure to protect Flint's water.

B. Gouin said the recommendations of the PHAC were to regionalize local agencies throughout the State and that local agencies are underfunded. He also said that one of the options in the PHAC report is to reestablish the Department of Public Health and that he worked hard to make sure that option was included.

Motion made by T. Lindeman and seconded by D. Washington to accept and place the PHAC Final Report on file. Motion carried.

2. Schedule Appeals Hearing, Gratiot County Residential Well Issue

M. Cheatham informed the BOH that a Gratiot County resident has requested a BOH Appeals Hearing be scheduled to address issues with his residential well. He briefly reviewed the appeal process, stating that the hearing needed to be scheduled within 45 days. G. Bailey said if S. Smith was unable to attend, that he could participate.

After discussion, motion made by T. Lindeman and seconded by B. Kellenberger to appoint Sam Smith, Betty Kellenberger, Bruce DeLong to the Appeals Board and C. Partlo will work with the Board members to schedule the hearing in May within the 45-day requirement. If S. Smith was unavailable, G. Bailey agreed to serve. Motion carried.

3. Emerging Issues – None

J. LEGISLATIVE ACTION:

1. Legislative Update

No action taken.

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District Board of Health Action Items, March 2017

2. Staffing Report

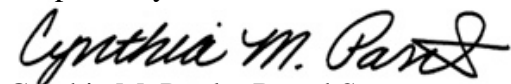
L. RELATED NEWS ARTICLES AND LINKS:

1. MMDHD News Articles Available Online at <http://www.mmdhd.org/?q=node/120>

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting adjourned at 11:34 a.m.

Respectfully Submitted,



Cynthia M. Partlo, Board Secretary

For Bruce DeLong, Chairperson

Mid-Michigan District Board of Health