

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING**

March 27, 2014  
4:00 p.m.

**Tentative** minutes to be acted upon at May 22, 2014 meeting  
Meeting called to order at 4:00 p.m. by Chair Lautner.

Pledge of Allegiance

Members Present:

Dr. George Ryckman, Benzie County Member at Large  
Glen Rineer, Benzie County Board of Commissioners  
Roger Griner, Benzie County Board of Commissioners  
Marjorie McCulloch, Leelanau County Member at Large  
Melinda Lautner, Leelanau County Board of Commissioners  
Carolyn Rentenbach, Leelanau County Board of Commissioners

Administration Present:

Dodie Putney, Director of Administrative Services, Interim Health Officer  
Tom Fountain, Environmental Health Director  
Michelle Klein, Personal Health Director

Staff:

None Present

Guests:

Bob Haske-Anderson, Tackman & Company, PLC

Approval of Minutes:

**Motion:** by Rentenbach, seconded by McCulloch to approve the minutes of the  
January 23, 2014 meeting with no additions or corrections.

**Voice vote: 6 ayes      Motion carried**

Approval of Agenda:

**Motion:** by Rineer, seconded by Griner to approve the agenda with the addition of  
2. C- Connie Binsfeld Resource Center Building Lease

**Voice vote: 6 ayes      Motion carried**

Presentations:

Bob Haske from Anderson, Tackman and Company, PLC presented the 2012-2013 annual  
audit. Bob stated it was an unqualified opinion of the audit which is the best audit finding  
than an agency can obtain. Discussion followed.

1. Health Officer Update- Dodie Putney, Interim Health Officer:

Putney reported on the Regional Cross Jurisdictional Sharing Project.

Rentenbach explained what the Cross Jurisdictional Sharing Project is to the new board members, what the goals are and the services the Benzie-Leelanau District Health Department currently shares with other health departments. Discussion followed.

Putney reported on the letter she wrote to Senator Booher thanking him for his commitment to restore 2 million dollars for Fiscal Year 2014 to Local Public Health Departments in Michigan for Essential Local Public Health Services. This restoration resulted in an additional \$12,154.00 for our Health Department. The letter also asked for his continued support for Fiscal Year 2015 in increasing that line item by 2 million dollars.

2. Personnel and Finance Committee Report:

A. Accounts Payable-

**Motion:** by Rineer, seconded by McCulloch to approve the Accounts Payable in the amount of \$201,378.15

**Voice vote: 6 ayes                      Motion carried**

B. January 2014 – Financial Statements-

Putney reported on the revenues and expenditures through January 31, 2014. Discussion followed.

**Motion:** by Rineer, seconded by Rentenbach to acknowledge receipt of the January, 2014 financial statements.

**Voice vote: 6 ayes                      Motion carried**

C. Connie Binsfeld Resource Center Lease Amendment –

Putney reported Gerry Chase from The Northern Health Foundation e-mailed her the lease amendment for the Board to approve. Discussion followed.

**Motion:** by Rentenbach, seconded by Ryckman to approve the amendment to the lease dated 09/10/10 as presented and the Chair to sign pending Corporate Legal Approval.

**Voice vote: 6 ayes                      Motion carried**

3. Staff Reports:

A. Administrative-

Putney reported she purchased eight new computers to bring the Department up to having all Windows 7 machines as Windows XP operating system is not going to be supported anymore.

B. Environmental Health-

Fountain reported on the revised total coliform rule changes for Type II water supplies. Fountain reported he is looking at new software for Environmental Health to replace the current system the department uses as it is not supported anymore and is going to be phased out.

Fountain reported the Grand Traverse Band has approved a grant for beach monitoring. The monitoring will be done on the District coastal beaches but not the inland lakes this year.

Another grant that has been approved which was written by Wendy Trute, Grand Traverse County Health Department is for beach safety devices. There will be safety buoys and signs on posts placed at public beaches in Grand Traverse County this year. It's a regional effort and next year there will be 40 beaches in Benzie and Leelanau Counties with these safety devices. Discussion followed.

C. Personal Health-

Klein reported the fee for TB tests is going to be raised from \$15.00 to \$20.00 as the price has gone up considerably.

Klein reported we received a \$1,000.00 grant from The Children's Trust Fund for breast feeding support supplies in Benzie County.

Klein reported Personal Health will do a six month pilot starting in May for Reflective Supervision. This is a model being encouraged by the State MIHP program.

Discussion followed.

Klein reported the state is really cracking down on signing of waivers for immunizations. All waivers need to be approved by the Health Department and these individuals will be mailed a packet of information about vaccines and the responsibility of waiving vaccines. The State is working on legislation that would mandate people who want waivers to come to the Health Department and meet with a nurse. This could take a lot of nursing time and is not likely to have funding attached. Discussion followed.

Public Comments:

None

Board Comments:

Griner stated he would be more than happy to have a news release from the Board of Health on how important it is to have your children immunized. Discussion followed.

**Motion:** by Rentenbach, seconded by Lautner to adjourn the meeting.

**Voice vote: 6 ayes      Motion carried**

Chair Lautner adjourned meeting at 5:32 p.m.

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Melinda Lautner, Chair

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Heidi Roper, Recording Secretary