

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

November 21, 2013  
4:00 p.m.

Meeting called to order at 4:00 p.m. by Chair Lautner.

Roll call.

Pledge of Allegiance

Members Present:

Glen Rineer, Benzie County Board of Commissioners  
Lisa Tucker, Benzie County Board of Commissioners  
Dr. Richard Nielsen, Benzie County Member at Large  
Melinda Lautner, Leelanau County Board of Commissioners  
Carolyn Rentenbach, Leelanau County Board of Commissioners

Excused:

Marge McCulloch, Leelanau County Member at Large

Administration Present:

Dodie Putney, Director of Administrative Services, Interim Health Officer  
Tom Fountain, Environmental Health Director  
Michelle Klein, Personal Health Director  
Dr. Michael Collins, Medical Director

Staff:

None Present

Guests:

Lisa Danto, Coordinator, Traverse Bay Area Tobacco Coalition  
Mark Miller, Director of Local Health Services, MDCH  
Linda VanGills, Health Officer, District Health Department 10  
Jane Sundmacher, Community Health Planner, Health Dept. of Northwest Michigan

Approval of Minutes:

**Motion:** by Rentenbach, seconded by Rineer to approve the minutes of the September 26, 2013 meeting with no additions or corrections.

**Voice vote: 5 ayes      Motion carried**

Approval of Agenda:

**Motion:** by Nielsen, seconded by Rentenbach to approve the agenda with the deletion of the Leelanau County Solid Waste Commission – CBRC Recycling Site and the addition of a December 2013 Special Meeting under board comments.

**Voice vote: 5 ayes                      Motion carried**

Public Comments:

None

**Robert Wood Johnson Presentation – Linda VanGills, Health Officer, DHD #10, Jane Sundmacher, Community Health Planner, HDNWM and Mark Miller, MDCH**

Jane Sundmacher presented copies of a power point for Board members to follow while she explained what the Cross Jurisdictional Sharing Project is, the motivations for considering cross jurisdictional sharing arrangements, the major project activities and the reasons local boards of health should be interested in cross jurisdictional sharing.

Jane Sundmacher reported on the Plan of Organization Feasibility Study from the Northern Michigan Cross Jurisdictional Sharing Team. A Plan of Organization Feasibility Study will provide BLDHD with the opportunity to explore alternatives for sharing a Health Officer, as well as to review its cross jurisdictional sharing arrangements for Medical Director, information technology, billing and other crucial components to its Plan of Organization. Discussion followed regarding the study and the six month extension of Putney continuing as interim health officer.

**Motion:** by Rentenbach, seconded by Tucker to support the Plan of Organizational study as outlined.

**Voice Vote: 5 ayes                      Motion carried**

**Motion:** by Rentenbach, seconded by Tucker to request a six month extension to Putney's role as provisional acting health officer to run from February 1, 2014 through August 14, 2014.

**Voice Vote: 5 ayes                      Motion carried**

**Traverse Bay Area Tobacco Coalition – Lisa Danto**

Putney reported Danto has given the Board quite a bit of information at the past two meetings regarding smoke free parks and beaches and is here today asking for a letter of support or resolution of support.

Danto presented a fact sheet on electronic cigarettes. Danto reported last meeting the Tobacco Coalition and Northern Lakes Community Mental Health started a grant funded through the CDC and National Lung Association. The coalition will be working with mental health population and tobacco issues. Danto reported on the smoke free parks and beaches and requested a letter of support or resolution of support. Discussion followed. Putney presented a letter of support Danto sent her. Putney reported she tweaked the letter to meet our Health Department District. Dr. Collins suggested a last sentence be added to clarify the major point of the letter.

**Motion:** by Rineer, seconded by Tucker to adopt the letter of support with the addition of the last sentence suggested by Dr. Collins.

**Voice Vote: 5 ayes                      Motion carried**

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

A. Cross Jurisdictional Project Update -

Putney had nothing to report. Action was taken after presentation.

B. Northern Michigan Health Coalition Update -  
Putney reported the coalition is doing lot of great things that involve some public health.

C. Accreditation Update-  
Putney reported accreditation took place the first week of October. Out of 153 indicators the department had eight (8) not met. One(1) in Agency Administration, one(1) in Vision, two (2) in sewage and four (4) in food service. Discussion followed.

D. Emergency Preparedness Coordinator-  
Klein reported Jim Reardon was hired as a contractual employee to fill the vacancy of Emergency Preparedness Coordinator.

2. Personnel and Finance Committee Report:

A. Accounts Payable-

**Motion:** by Nielsen, seconded by Lautner to approve the Accounts Payable in the amount of \$185,199.76

**Voice vote: 5 ayes                      Motion carried**

B. Financial Statements Update-  
Putney reported she is close to closing out the prior fiscal year. The audit is set for the week of January 20, 2014.

3. Staff Reports:

A. Administrative-

Putney had nothing more to report.

B. Environmental Health-

Fountain reported on the beach monitoring funding. The monies allotted to Michigan for next year was \$159,000.00. Due to Macomb County getting \$100,000.00 of that money, the remaining \$59,000.00 was distributed to mainly counties downstate. Our region gets zero funding for beach monitoring in 2014. The watershed center sent a letter of concern to our elected officials.

C. Medical Director-

Dr. Collins stated there are no influenza cases in the area.

D. Personal Health-

Klein reported we are number one in the State for WIC moms that breast feed when their babies are born. At six months we are number three in the State. Staff is doing a great job supporting our clients. Klein also reported the Personal Health staff is doing a lot of cross training to be a little more efficient with job sharing and organizing staff's work load.

Public Comments:

None

Board Comments:

Lautner reported the Health Departments attorney Lisa Vogler recommended holding a special meeting so she can give the Board an update on where we are with litigation. Discussion followed.

Special meeting set for December 19, 2013 at 4:00 p.m. at the Benzie Community Resource Center.

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

**Voice vote: 5 ayes      Motion carried**

Chair Lautner adjourned meeting at 5:30 p.m.

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Melinda Lautner, Chair

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Heidi Roper, Recording Secretary

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