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 lots 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.

______________________________
Melinda Lautner, Chair

Heidi Roper, Recording Secretary