

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, January 25, 2023 2:00 p.m.
Benzie Resource Center – Ingemar Johansson Conference Room
6051 Frankfort Hwy. Ste. 101
Benzonia, MI 49616**

Chairperson Dr. Barbara Conley called the meeting to order at 2:00 pm.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Ty Wessell – Leelanau County Board of Commissioners
Dr. Barbara Conley – Leelanau County Member at Large
Rhonda Nye – Benzie County Board of Commissioners
Dr. Mark Kuiper – Benzie County Member at Large
Gwenne Allgaier – Leelanau County Board of Commissioners

Members Absent: None

Members Excused: None

Staff Present:

Dodie Putney – Director of Administrative Services
Eric Johnston – Director of Environmental Health – via Teams
Michelle Klein - Director of Personal Health
Dan Thorell – Health Officer

Staff Excused:

Dr. Joshua Meyerson – Medical Director

Guests Present:

Deb Aldridge - Benzie Leelanau District Health Department
Laura de la Rambelje – Michigan Department of Health & Human Services
Molly Cotant – Michigan Department of Health & Human Services
Adrain Zeh – Michigan Department of Health & Human Services

Pledge of Allegiance

Approval of Minutes:

Motion By: Nye to approve the November 21, 2022 BOH Public Hearing minutes.

Seconded By: Wessell

Voice Vote: 6 yeas 0 nay 0 excused Motion carried

Discussion: Lois Bahle’s name was misspelled; Conley will send correct spelling.

Approval of Minutes:

Motion By: Wessell to approve the November 28, 2022 BOH Public Hearing minutes.

Seconded By: Allgaier

Voice Vote: 6 yeas 0 nay 0 excused Motion carried

Discussion: Lois Bahle’s name was misspelled; Conley will send correct spelling.

Approval of Minutes:

Motion By: Wessell to approve the November 30, 2022 BOH meeting minutes.

Seconded By: Sauer

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Approval of Minutes:

Motion: Sauer to approve the December 7, 2023 BOH Special Meeting minutes.

Seconded By: Nye

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Approval of the Agenda:

Motion By: Wessell to approve the agenda with adding item, Introduction of New BOH Member, before Election of Officers ad Committee Assignments.

Seconded By: Sauer

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Election of Officers and Committee Assignments:

Motion By: Conley to nominate Sauer for Board of Health Chairperson.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Motion By: Sauer to nominate Conley for Board of Health Vice-Chairperson.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Motion By: Sauer to nominate Nye for the Personnel and Finance Committee. Wessell to nominate Conley for the Personnel and Finance Committee.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Motion By: Nye to nominate Sauer for Program and Evaluation Committee. Conley to nominate Allgaier for Program and Evaluation Committee.

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Sauer took over the meeting as the new Board of Health Chairperson.

Public Comment – None

Health Officer Update – Dan Thorell

A slide show presentation was provided, a copy of it is in the BOH packet for review. The presentation was about the role of a local health departments and public health. Thorell stated that one of his main objectives as being Health Officer is to ensure that residents of Benzie and Leelanau Counties have positive experiences with the BLDHD. Aldridge was asked to share a few of the success stories that the Community Connections program has experienced. It was discussed how there is a growing need for assistance for seniors in our area. De la Rambelje, from the State of Michigan, spoke about the BOH's role in public health. She also spoke about the duties and responsibilities of the Health Officer and Medical Director in relation to a local health department. She went into detail about the BOH's responsibilities toward public health. Thorell spoke how the BLDHD is working on improving communication with the public and the Department is looking ahead and planning for future needs.

BLDHD BOH By -Laws and Rules of Order

After the BOH packet had been sent out it had been discovered that there was a more recent copy of revisions to the By-Laws and Rules that the Recording Secretary did not have. A copy of this was sent to the Recording Secretary and it was electronically

distributed to the BOH Members. It was decided to table this item until everyone could review the revised document.

Accounts Payable

Motion By: Conley to approve accounts payable and pay the bills in the amount of \$261,771.02.

Seconded By: Wessell

Roll Call Vote: Sauer- yea, Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea
6 yeas 0 nay 0 excused Motion carried

December 2022 Financial Statements

Motion By: Sauer to accept the financial statements as presented.

Seconded By: Wessell

Roll Call Vote: Sauer-yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea
6 yeas 0 nay 0 excused Motion carried

Discussion: It was asked if there was a limit to how large a fund balance can get. There never has been a limit set but there never has been a large balance. The only reason why the balance is growing now is to be able to pay for larger projects that cannot be financed by program funds. There are facility needs that will be paid for by the fund balance, such as the roof, remodeling or expansion.

BOH Meeting Dates for 2023

Motion By: Wessell to approve the BOH meeting dates that were listed in the BOH packet.

Seconded By: Allgaier

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**

Community Connections, Technology Platform Purchase

Motion By: Wessell to purchase certified documentation and reporting software for the Community Connections program.

Seconded By: Allgaier

Roll Call Vote: Sauer- yea, Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea
6 yeas 0 nay 0 excused Motion carried

Discussion: The software platform that was originally going to be used for documenting and reporting was not certified for the program. To be able to maintain the BLDHD's accreditation a certified program needs to be used. Advanced Health Technology Solutions was able to create the needed software and maintain it for a fraction of the cost of other vendors who had bid on the project. Six other Health Departments will be using the same software, so they will be able to help share in the cost.

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. The RFP for the School Wellness Program was just released and it is being applied for to support Leland. RFPs for Suttons Bay and Frankfort were submitted last month. Northport is not eligible due to restrictions on the number of buildings that can be served and the number of students that must be served.

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details. Townships, Building Departments, contractors, well drillers, and realtors all received information regarding the revised

Sanitary Code that is going into effect. It was asked if a Sanitarian is going to be hired to fulfill the demand that the new code will create, and yes, a position has been posted and there are interviews scheduled. The State will offer a loan program to help residents install new septic systems. Known details are included in the EH report. It was asked if there had been any more conversations about BLDHD renting space from the Leelanau County Government Center. Everyone is waiting on the architect and contractors to see what the estimated price of the renovation will be. Once there are amounts, discussions will begin on who will pay for what and if this will be a feasible partnership. Hopefully, the cost of the project will become available sometime in March.

Administrative – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details. Some of the fund balance will be moved into Michigan Class. It is an investment account that is only available for governmental entities. The interest rate that is being paid for accounts through this institution is substantial.

Public Comment – None

Board Comments – It was brought up that the BOH should start reviewing the contract with HDNWM concerning the Health Officer and Medical Director position.

Adjourn:


Motion By: Nye to adjourn the BOH meeting at 4:10 p.m.

Second By: Sauer

Voice Vote: 6 yeas 0 nay 0 excused **Motion carried**



Gary Sauer, Chair



Shelley Jablon, Recording Secretary