

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, July 25, 2019 4:00 p.m.
Benzie Resource Center
6051 Frankfort Highway
Benzonia, Mi 49616**

Chairperson Gary Sauer called the meeting to order at 4:00pm

Present were:

Dr. Barbara Conley - Leelanau County Member at Large
Carolyn Rentenbach – Leelanau County Board of Commissioners
Gary Sauer - Benzie County Board of Commissioners
Linda Farrell – Benzie County Board of Commissioners
Dr. George Ryckman - Benzie County Member at Large- arrived at 4:05

Staff Present:

Lisa Peacock – Health Officer
Dodie Putney – Director of Administrative Services
Michelle Klein - Director of Personal Health
Dr. Joshua Myerson – Medical Director

Excused:

Eric Johnston – Environmental Health Director
Melinda Lautner - Leelanau County Board of Commissioners

Absent: None

Pledge of Allegiance

Approval of Minutes:

Motion by: Rentenbach to approve the Regular Board of Health Meeting of May 23, 2019.

Seconded by: Conley

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Approval of the Agenda

Motion by: Conley to approve agenda as presented.

Seconded by: Farrell

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Dr. George Ryckman- arrived at 4:05

Public Comment – None

Health Officer Update – Lisa Peacock

Benzie Leelanau District Health Department Strategic Plan 2018-2020:

This strategic plan was initially developed at the Annual Staff Meeting in December of 2017 – all levels of staff and Board of Health Representative were included. We felt that staff participation was important for authentic voice as well as ownership for implementation. We used the Technology of Participation method and the process was facilitated on an in-kind basis by staff at the Health Department of Northwest

Michigan. The Strategic Plan was updated at the Annual Staff Meeting in December of 2018. The Strategic Plan helps to align our work with our agency priorities, and we reference it regularly at administrative and other staff meetings to assure continued progress. We are currently incorporating the priorities of the Strategic Plan with the priorities identified in the MI Thrive Community Health Needs Assessment to create our Agency Performance Management System which will allow us to measure progress against specific criteria that represents our goals.

Three main Strategic Directions were identified and below are a few examples of the progress in each area:

1. Developing an efficient, healthy, and high-quality workplace culture
 - Employee-led wellness committee organized
 - Employee Assistance Program resources established
 - Assessing workload balance
 - Alliance workgroups focused on advocacy and sharing best practices
 - Maximize use of technology – new electronic health records
 - Exploring ongoing opportunities for continuing education
 - New grants focused on nutrition and physical activity
2. Catalyzing public health presence:
 - Facebook postings
 - Dr. Meyerson recently re-vitalized a newsletter for area providers
 - Annual report prepared last three years
 - Leadership in many regional projects (committees, coalitions, networks)
 - Directed funding resources toward outreach and advertising (Everywhere U go)
 - Increased staff expertise to meet community needs (behavioral health, breastfeeding)
3. Maximizing financial resources
 - Billing commercial payers
 - Improved budgeting process through resources and training
 - New electronic medical record will improve claims process/revenue cycle
 - Nearly \$350,000 in new grant funds to date in FY 2019
 - Contract for shared Health Officer/Medical Director services
 - Advocacy with Medicaid Health Plans for reimbursement Community Connections work
 - Improved employee benefits options
 - Maximizing access to special funding (Medicaid match) mechanism

Personnel and Finance Committee Report

Accounts Payable

Motion by: Rentenbach to approve Accounts Payable and pay them.

Seconded by: Farrell

Voice vote: 5 yeas 0 nay 1 excused Motion carried

June 2019 Financial Statements

Putney reported that we are below our \$100,000 deficit mark. It is slightly higher than what is budgeted YTD. We have many expenditures that we have paid out for, so the expense is being reflected in the financials, but the revenue is not recognized as we are waiting to receive payment.

Motion by: Rentenbach to accept the Financial Statement as presented.

Seconded by: Conley

Voice vote: 5 yeas 0 nay 1 excused Motion carried

Michigan Class Investment

Motion by: Rentenbach to authorize the Director of Administrative Services to work with the Benzie County Treasurer to establish a bank account with Michigan Class.

Seconded by: Farrell

Voice vote: 5 yeas 0 nay 1 excused Motion carried

Staff Reports

Medical Director- Dr. Joshua Meyerson

Dr. Meyerson gave an update on Vaccine-Preventable Disease. Michigan has its largest outbreak of Hepatitis A in the vaccine era, the outbreak began in August 2016 with over 900 cases reported. The measles outbreak in Michigan, there have been over 44 cases extinguished. Michigan is continuing to monitor and evaluate surface and groundwater for contamination with PFAS.

Vector Borne Diseases are always a summer time concern. Summertime brings bugs, bats and Vector Borne Diseases that they carry. Black legged ticks attached to a human and that are removed alive can be sent in for testing, the instructions to submit these are available at State of Michigan's Tick/Lyme Website.

Personal Health - Michelle Klein

Leelanau County Early Childhood County Committee and Recommendations to the Benzie-Leelanau District Health Department

Over the last several months, approximately 42 community leaders in Leelanau County participated in an Early Childhood County Committee (ECCC), established by the Leelanau County Board of Commissioners on February 19th. Through several facilitated strategy sessions, this group conducted an assessment to identify the current status of early childhood family needs and supports and to develop evidenced-based recommendations to strengthen this system.

Recommendations from this group included several health-related strategies, one of which is providing services to strengthen the health and well-being of families that are universally available in a dosage that fits their needs. More specifically, high quality, universally available home visits, playgroups and community-based parent education opportunities were identified as evidenced-based strategies correlated with more positive health outcomes, such as:

- Improved prenatal care
- Reduced pre-term birth
- Improved breastfeeding duration
- Increased immunization rates
- Increased access to and completion of recommended wellness exams (physical and dental)
- Decreased emergency room visits due to injuries
- Decreased substantiated child abuse and neglect
- Improved measures on standardized assessments such as parental stress and protective factors
- Improved employment and economic self-sufficiency and decreased reliance on social support programs
- Earlier identification of developmental delays and earlier intervention
- Improved school readiness

Parenting Communities (PC) is a home visiting/parent connection program that has been in place with varying capacity for the last 20 years. Home visits are available to all families from pregnancy through age 8, playgroups, and parenting education events are currently provided on a limited scale. PC started as a partnership between the Leelanau County Family Coordinating Council (LCFCC) and MSU Extension, then later expanded through a partnership with the TBAISD and the four Leelanau County public school districts. Through the years, federal and state funding for PC has eroded and today this program is funded

solely through grants and donations and therefore has inadequate resources to meet the full needs of the community and is no longer sustainable without an ongoing source of funding. Currently, PC is under the umbrella of the Leelanau Early Childhood Development Commission, a 501C3 non-profit corporation who serves as the fiduciary, however this is not an appropriate function of the LECDC. While the LECDC has renewed PC as a robust program, expanding playgroup and home visiting services serving families in Leelanau County, further expansion is needed to make the program available for all families desiring service which is not feasible under the current structure.

Recognizing the relationship between universal and equitable, family centered services and health outcomes, the ECCC identified the Benzie-Leelanau District Health Department (BLDHD) as an ideal agency to provide these services. BLDHD has a long track record of providing quality home visiting services and has the infrastructure in place to administer the recommended programming. In addition, BLDHD already works in collaboration with other agency/programs that serve young parenting families and are in an ideal position to integrate any new programming to assure that gaps in current services are targeted and that duplication of services does not occur.

If sustainable funding were available, the BLDHD could direct and oversee Parenting Communities to ensure fiscal responsibility, development of policies and procedures and fidelity in following established procedures, and the hiring and training of qualified staff. Data collection to track numbers served and outcomes would be collected and shared with the Leelanau County Commissioners.

Parenting Communities – Early Childhood Program

Motion by: Rentenbach that the Benzie-Leelanau District Health Department Board of Health supports the concepts and recognizes the benefits presented in the Leelanau County Early Childhood Committee recommendations discussed and that we will continue the discussion on the program implementation as the funding becomes available.

Seconded by: Conley

After much discussion, the Board decided that they would be more comfortable with the Health Officer, Lisa Peacock, writing a letter of support to the Parenting Communities Committee concept.

Motion by: Rentenbach to withdraw her motion.

Seconded by: Conley

Voice vote: 5 yeas 0 nay 1 excused Motion withdrawn

Klein also briefly talked about a notification that we will be receiving \$55,000 towards starting a Syringe Services Program. This is more than just a needle exchange program – it is an opportunity to provide immunizations against Hepatitis A and B, screening for HIV, and to help link community members up with treatment and mental health resources. This won't go into effect until the next fiscal year. The target area will be in Benzie County because data shows a great incidence in that area. We are the only Public Health Department in the alliance that did not receive the funding last year, so we are looking forward to implementing this program and have our partner health departments in the alliance as a resource.

Klein also notified the Board that our current Registered Dietician, Rachelle Stapleton, has resigned from the Health Department to take care of family needs. She will be missed greatly, but we did have a new Registered Dietician accept an offer to take over the position at the Health Department beginning in August.

Environmental Health Director – Eric Johnston provided the Board with a written report.

1. Beach Monitoring 2019

Beach water quality sampling began on June 19th at eleven beaches in our district. Through the first four weeks, water quality at each beach has been below the 300 E. coli/100 ml, which meets the EGLE swimming standards for full body contact. Our region is fortunate to have high water quality due to the efforts of many of our lake associations, and organizations like the Watershed Center – Grand Traverse Bay and Leelanau Clean Water.

Even though our beach water quality has been good up until this point in time, we still caution the public to be aware that heavy rain events may cause E. coli levels to rise above 300 E. coli/100 ml full body contact level. This is especially true when there is a prolonged dry period prior to the heavy rain event. A day with full sunshine is usually enough to bring the level of E. coli, in the surface water, back to within acceptable swimming standards for full body contact.

2. PFAS (per-and polyfluoroalkyl substances) - Proposed Drinking Water Standards

At the request of Governor Whitmer, the Michigan PFAS Action Response Team (MPART) formed a Science Advisory Workgroup (SAW) to review the current standards (70 ppt for PFOA, PFOS, or PFOA + PFAS) and to propose new health-based drinking water criteria if warranted. The SAW proposed new health-based standards for PFOA, PFOS, and five (5) other PFAS compounds. The proposed new standards are as follows:

Specific PFAS Chemical	Drinking Water Health-based Value
PFOA	8 ng/L (ppt)
PFOS	16 ng/L (ppt)
PFHxS	51 ng/L (ppt)
PFNA	6 ng/L (ppt)
PFBS	420 ng/L (ppt)
GenX	370 ng/L (ppt)
PFHxA	400,000 ng/L (ppt)

Currently, EGLE, MPART, and other stakeholders are in the Rulemaking process. They are to have draft rules developed by October 1, 2019. Once the draft rules are completed, they will go through the typical Administrative Rules Process in the Office of Regulatory Reinvention (ORR) and the Joint Committee on Administrative Rules (JCAR).

A review of the PFAS water sampling results on file revealed that one supply will be affected by the proposed standards change for PFOA. The supply in question has two of four water sample results that would exceed the proposed standard of 8 ppt (9 & 11 ppt) for PFOA. We will be in consultation with MPART, EGLE, and MDHHS on how to proceed with this supply. Note: all efforts by our Department and EGLE – Remediation & Redevelopment Division have not revealed a source of the PFAS chemicals at the facility.

3. Record Digitization

As of November 2018, both offices have kept track of the number of requests for records that they have received. Since the end of June 2019, we have provided the public with 1546 records. Since January 1st, we have averaged 220.5 records per month which equates to approximately 36.75 hours (almost 5 days) of looking up, copying/scanning, and emailing the records at an approximate cost of \$1,613.

BLDHD Support Staff Record Review & Retrieval Tracking					
Month	Benzie	Leelanau	Total	Time (hrs)	Est. Cost
Nov 8-30, 2018	47	61	108	18.00	\$790.20
Dec 1-31, 2018	45	70	115	19.17	\$841.42
Jan 1-31, 2019	61	94	155	25.83	\$1,134.08
Feb 1-28, 2019	41	101	142	23.67	\$1,038.97

Mar 1-31, 2019	57	105	162	27.00	\$1,185.30
April 1-30, 2019	81	165	246	41.00	\$1,799.90
May 1-31, 2019	109	217	326	54.33	\$2,385.23
June 1-30, 2019	113	179	292	48.67	\$2,136.47
			0	0.00	\$0.00
			0	0.00	\$0.00
Total	554	992	1546	257.67	\$11,311.57

Avg Record Lookups per month since January = 220.50
 Avg Hours Spent per month = 36.75 hrs
 Avg Cost per month = \$1,613.33

At the encouragement of the Board of Health, Leelanau County Commissioners, and many community members, groups, and companies in both counties, we began to explore ways to provide our records (and data) more efficiently to the public and also provide a digital back up of our files. At this point, we have been in contact with two companies that can provide our Department with some form of digital record keeping. One company specializes in digital file data management and the other specializes in document scanning services. The document scanning service company is the same company that Grand Traverse County Health Department used to scan their documents (GTCHD's filing system is very similar to ours). That company quoted us a price using the contract that they have with the State of Michigan for scanning & microfilm services.

Both companies made proposals that would benefit our Department and the public. Unfortunately, each proposal also has drawbacks. However, if we combine the services that each company provides, we can have a digital record system that meets our needs quickly and efficiently and also increases the accessibility of our records to the public. The estimated cost for the file digitization project is approximately \$55,000. We will continue to investigate other companies that can provide record digitization services and hope to be able to present the BOH with all the available options at the Board of Health Meeting in September.

4. Permits & Vacant Land Evaluation

A quick review of our records indicates that we are on par with the number of permits & vacant land evaluations issued in the past at the end of the 3rd quarter of the fiscal year.

Permits & Vacant Land Evaluations through the 3 rd Quarter of Fiscal Year					
Fiscal Year	2014- 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019
Septic Permits	176	162	224	286	236
Well Permits	169	201	228	201	222
Vacant Land Evals.	66	87	80	74	65
Total Issued	411	450	532	561	523

Administrative – Dodie Putney

Putney reported that we have the 2018 MERS actuarial report, and the local MERS representative will be at our September meeting to present to the Board. Credit card machines are up and running and we are surprisingly busy with them. We have minimal complaints of the service fee that accompanies the use of

the credit card machine. Putney is accepting bids through August 12th for someone to paint the trim on the outside of the Benzie building.

Public Comment-

Patricia Soutas Little was a guest speaker on behalf of the Parenting Communities Early Childhood Program. She wanted to extend her sincerest gratitude to the board for taking the time to hear her out on the plan to get the Early Childhood Program funding they need to expand their program.


Board Comments-

Rentenbach has been working with Johnston trying to develop an ordinance for septic inspections in Leelanau County. Sauer also mentioned that he has sat down with Johnston to discuss the phone calls he has been receiving from the septic haulers/pumpers in Benzie County which the State is trying to get those companies to provide the inspection when pumping.

Adjourn: The meeting adjourned at 6:06 pm



Gary Sauer, Chair



Renee Youker, Recording Secretary