

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, September 26, 2019 4:00 p.m.
Connie Binsfeld Resource Center,
7401 E. Duck Lake Road
Lake Leelanau, Mi 49653**

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

Present were:

Dr. Barbara Conley - Leelanau County Member at Large
Gary Sauer - Benzie County Board of Commissioners
Linda Farrell – Benzie County Board of Commissioners
Melinda Lautner - Leelanau County Board of Commissioners

Staff Present:

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

Excused:

Dr. George Ryckman - Benzie County Member at Large
Carolyn Rentenbach – Leelanau County Board of Commissioners

Absent: None

Pledge of Allegiance

Approval of Minutes:

Motion by: Conley to approve the Regular Board of Health Meeting of July 25, 2019.

Seconded by: Farrell

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Approval of the Agenda

Motion by: Farrell to approve agenda as presented.

Seconded by: Lautner

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Public Comment – Tony Radjenovich from MERS retirement, gave a presentation with information about our MERS Defined Benefit plan.

Health Officer Update – Lisa Peacock

MiThrive Community Health Needs Assessment and Improvement Planning:

Since March of 2018, Benzie Leelanau District Health Department, along with all the partners in the Northern Michigan Public Health Alliance, have been working with hospital systems and many other community partners across the 31 county Alliance region to develop and implement a coordinated Community Health Needs Assessment (CHNA) and Community Health Improvement Planning (CHIP) process. Our leadership staff have been involved in both the Steering Committee and the Design Team and

therefore had a good deal of input into the process. This project used a process called Mobilizing for Action through Planning and Partnerships (MAPP) developed by the Centers for Disease Control (CDC). The advantages of this coordinated process include:

- Maximizing resources
- Achieves a replicable assessment design
- Produces a high-quality county-level data, comparable across the region
- Helps to understand local and regional patterns
- Strengthens and aligns partnerships, priorities, and strategies across geography and sectors
- Greatest impact on long-term population health

The MAPP process uses 4 areas of assessment to identify strategic issues and inform the formulation of goals and strengths:

- Community themes and strengths
- Forces of change
- Local public health system
- Community health status assessment

Information is collected from a variety of sources throughout the assessments including resident input, provider input, community partners, and nearly 200 secondary data indicators. This data forms the foundation for priority setting and then begins the action cycle to plan for Community Health Improvement. The MiThrive team is finishing the process of forming goals and strategies and will begin planning for action in November. The same results and priorities were identified across the 31-county region: mental health and substance use and basic needs of living. 80% of those surveyed agreed that many people in their community struggle to meet basic needs of living and ranked this as the most urgent need. Specific basic needs include poor quality housing, needs of the aging population, threats to water and air quality, living wage and generational poverty, lack of affordable childcare. 90% of those surveyed agreed that many people in their community need better access to mental health and substance abuse services/prevention and ranked this as the second most urgent need. CHNA/CHIP are pivotal public health activities and provide an important information for all sectors to work together toward the healthiest communities. An overview will be presented by PowerPoint.

Congratulations to the Hometown Health Heroes! Please join me in congratulating our Community Connections team who was selected for this honor by Munson Medical Center for their significant contribution toward improving the health of the community! As basic needs were chosen as a regional health priority, this team is on the right track!

Personnel and Finance Committee Report

Accounts Payable

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

Seconded by: Lautner

Voice vote: 4 yeas 0 nay 2 excused Motion carried

August 2019 Financial Statements

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

Seconded by: Conley

Voice vote: 4 yeas 0 nay 2 excused Motion carried

Amended FY 2019 Budget

Putney stated that we are still on track without many changes since last year. The final amended budget will balance out to zero. This is the 1st amendment made to the budget since we adopted the budget last year.

Motion by: Lautner to approve Amended 2019 Budget as presented.
Seconded by: Farrell
Voice vote: 4 yeas 0 nay 2 excused Motion carried

Proposed FY 2020 Budget

The FY 2020 proposed budget includes a cost of living increase in the environmental health fees.
Motion by: Sauer to approve the Proposed 2020 Budget as presented.
Seconded by: Farrell
Voice vote: 4 yeas 0 nay 2 excused Motion carried

EH File Digitization

Motion by: Lautner to recommend approval of digitization of Leelanau County Environmental Health records, cost not to exceed \$25,000 upon approval of funding by Leelanau County.
Seconded by: Conley
Voice vote: 4 yeas 0 nay 2 excused Motion carried

Staff Meeting Office Closure- December 13, 2019

Motion by: Conley to approve Staff Meeting Office Closure as presented.
Seconded by: Farrell
Voice vote: 4 yeas 0 nay 2 excused Motion carried

Staff Reports

Medical Director- Dr. Joshua Meyerson

Dr. Meyerson gave an update on cases of Eastern Equine Encephalitis (EEE), while there have been several reported cases in the State of Michigan, which are transmitted through the bite by an infected mosquito. It is important to take precautions to avoid and prevent getting mosquito bites. Some preventions to reduce the risk would be wearing insect repellents, wearing clothing that covers your skin, get rid of anything outside that may retain standing water where mosquitos breed. The EEE Virus is different than the West Nile virus and is more prevalent to affect elderly and young children.

Respiratory illnesses associated with vaping, there are over 500 reported cases in the country, including several deaths. More primarily in the population of ages 35 and under and more prominently occurring in more males than females. Many are vaping both nicotine and marijuana.

They are nearing the implementation of the flavored vaping ban. The reason for the ban was not directly due to the respiratory illness but more associated with the epidemic occurring in our youth vaping. From 2017-2018 the increase of e- cig use in high school students went up 78%. The concern is the high amounts of nicotine that are associated with these products and how addicting they are. Nicotine can cause many problems in youth including attention problems, impulse, mood disorders and many other health risks.

Personal Health - Michelle Klein

Klein shared on the strategic plan and some work that we have done to promote our presence in the community and share what we do. With available funding we received from HIV outreach money, we have been doing more outreach and advertising many may have seen billboards in Benzie County advertising sexually transmitted disease testing, HIV testing as well as immunizations. It is a project to try to bring more males into our reproductive health programs. We are also doing, "Everywhere You Go" which is the potty notes that are hung on bathroom doors in restaurants and bars advertising our services, we are currently advertising in 20 businesses.

Klein passed out a flyer with information on the Preparedness Food Drive scheduled to begin, October 1st-October 31st. We will be working with Grand Traverse Health Department and Health Department of Northwest to perform a Full-Scale Distribution Node Exercise. This exercise will help our team to gather a sense of how we would handle the distribution of medications and medical supplies if faced with a public emergency. Our team had the idea to do a trial exercise which involves working with local food distribution groups. We will partner with Father Fred, Food Rescue, Grand Traverse Band, Little Traverse Band and Grand Traverse Industries. Each area will have different foods to request for donation. For our area we have been assigned to collect donations of turkey gravy, powdered gravy packets, and stuffing mix. We will have donation boxes set up at our Benzie and Leelanau offices for donations. Once the drive is completed, the team will then begin to box up the food and repackage and inventory and then begin distribution to our local partnering food banks for them to package up with the Thanksgiving meals they distribute.

Environmental Health Director – Eric Johnston

1. **Beach Monitoring 2019**

The final beach water quality sampling for 2019 was completed on September 11th. Twelve beaches in our district were sampled during this year's sampling season. Throughout the season we only had to issue water quality advisories at four separate beaches. Three of the beaches had level 2 advisories (contact above the waist not advised) and one had a level 3 advisory (no body contact advised). Every advisory issued this year was lifted the following day after repeat sampling indicated that the water quality was acceptable for full body contact (level 1). It is felt that large rain and wind events (i.e. storms) were the cause of three of the advisories and an algal bloom was the cause of other advisory.

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.

2. **EH Program Reviews**

The Michigan Department of Environment, Great Lakes, & Energy (EGLE) and the Michigan Department of Agriculture and Rural Development (MDARD) recently conducted reviews of our programs.

- A. A member of the **Well Construction Unit** evaluated our Private and Type 3 Water Supply Program. We have not received the formal report, but an exit interview email stated that "Overall, things are great. Staff are very thorough in their paperwork and field activities. Both your newer guys are going to work out great."
- B. A day was spent with a member of the **Noncommunity Water Supplies Unit** conducting sanitary survey inspections. He was pleased to see that, in addition to understanding the applicable rules and regulations, we had a good repour with the operator and took the time to educate them while conducting the inspection.
- C. Members of **MDARD's** – Food & Dairy Division spent three days evaluating our Food Service Program for Cycle 7 accreditation. Our food program received 17 "met" and 1 "met with conditions" designations for the minimum program requirements. We knew that we would most likely receive a "met with conditions" for the enforcement portion of our policy because of a conversation we had with an MDARD representative who conducted a pre-accreditation review of our food program policy this past March. He recommended that we not change our policy until after the accreditation process to avoid confusion. We will be updating our food program enforcement policy, with the recommendations that were provided by the MDARD staff, very soon.
- D. Our on-site wastewater program was evaluated by members of the **EGLE Environmental Health Programs Unit** to determine if we are meeting the minimum program requirements

(MPR) for the Cycle 7 accreditation period (10/2016 – 9/2019). They reviewed multiple sewage permits that were issued and finalized by each sanitarian. Our program met all 9 MPR's with Special Recognition for three (3) program areas (TOT/POS partnership with Townships and Village, Site Evaluation documentation was very good to excellent, and Final Inspection documentation was very good to excellent).

3. Record Digitization

I have received four bids for the scanning of our files and have chosen a company that took the time to meet with me in our offices, is familiar with the type of paperwork in our files, has scanned documents for at least two other Health Departments in the State, and who hold the document scanning contract with the State of Michigan.

I am currently in the process of receiving bids for a document management software that will use the scanned document information to provide numerous efficiencies and benefits to our Department and the public. It also provides cloud-based storage of our data to ensure that our records are protected from a natural disaster or loss by human error.

I have been informed that there is a possibility of funding to begin a portion (approximately 190,200 documents) of the record scanning project, which we are hopeful will come to fruition soon. We are also looking at other funding sources, grants, and cross jurisdictional sharing opportunities to complete the entire project.

4. Empire Township POS/TOT Ordinance

Passed an Ordinance (No. 01-2019) that requires well and septic inspections at time of sale or title transfer, which went into effect on September 13, 2019. It is very similar in nature to both ordinances in Glen Arbor and Cleveland Townships. The Township estimates that we can will have approximately forty-four (44) inspection requests per year.

5. Staffing Adjustments

Because of the adoption of time of transfer and/or point of sale ordinances in three townships (two within the last year) and one Village, an increase in requests for our other program areas, and increased program requirements and responsibilities mandated by the State of Michigan, our current staffing levels must be assessed. With the addition of the Empire Township ordinance, it is estimated that 110 new applications will be generated annually in the well and septic evaluation program alone. It is becoming increasingly difficult for all Environmental Health staff to complete their required work during normal working hours in a reasonable timeframe that the public should expect (7-14 days). I commend the staff on their dedication to getting the "job done" and the quality of the service they provide. However, that dedication is coming at a cost to some of the employees who are losing well-earned vacation time because their vacation leave banks are at the maximum allowable limit per the employee policy. A recommendation for possible staffing adjustments will be presented at the November BOH meeting.

6. Orchardview Q & A Session

The Grand Traverse Housing Council asked our office to conduct a question and answer (Q & A) session for the tenants of the Orchardview Terrace housing development regarding elevated soil arsenic on the property. The arsenic in the soil was found during past environmental studies and is contributed to the land's past use as an orchard. The purpose of the Q & A session was to make sure the tenants were properly informed of the hazards associated with the levels of arsenic in the soil, what precautions they could take to reduce their exposure to the arsenic, the remediation efforts currently underway and proposed for the future, and address any questions or concerns they had. Our office invited members from Michigan Department of Environment, Great Lakes and Energy's (EGLE) Remediation and Redevelopment Division (RRD) and the Michigan Department of Health and Human Services (MDHHS) to attend. In addition to me, the Q & A panel consisted of:

Dr. Josh Meyerson, Benzie-Leelanau District Health Department Medical Director
Mr. Brian Flickinger, EGLE RRD Incident Management Specialist
Ms. Divinia Ries, EGLE RRD Toxicologist
Mr. Gary Klase, MDHHS Toxicologist

It was an excellent Q & A session, full of clear and concise explanations of the situation. Each tenant that I spoke with after the session were appreciative of the opportunity to get a better understanding of their situation and for the chance to ask questions.

Administrative – Dodie Putney

Putney reminded the Board and Administration that the next meeting will be on Thursday November 21st, due to the Thanksgiving Holiday in November.

Public Comment-none

Board Comments-none

Adjourn: The meeting adjourned at 7:02 pm



Gary Sauer, Chair



Renee Youker, Recording Secretary