

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

May 22, 2014
4:00 p.m.

Tentative minutes to be acted upon at the July 24, 2014 meeting
Meeting called to order at 4:01 p.m. by Chair Lautner.

Pledge of Allegiance

Members Present:

Dr. George Ryckman, Benzie County Member at Large, video conference - Benzie office
Glen Rineer, Benzie County Board of Commissioners
Marjorie McCulloch, Leelanau County Member at Large
Melinda Lautner, Leelanau County Board of Commissioners
Carolyn Rentenbach, Leelanau County Board of Commissioners

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:

Eric Lind, Leelanau County Solid Waste Commission
Jane Sundmacher, Health Department of Northwest Michigan

Approval of Minutes:

Motion: by Rentenbach, seconded by Lautner to approve the minutes of the
March 27, 2014 meeting with no additions or corrections.

Voice vote: 4 ayes Motion carried

Motion: by Rineer, seconded by Rentenbach to approve the minutes of the April 15, 2014
Special Board of Health meeting with no additions or corrections.

Voice vote: 4 ayes Motion carried

Approval of Agenda:

Motion: by Rentenbach, seconded by McCulloch to approve the agenda.

Voice vote: 4 ayes Motion carried

Public Comments:

None

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

A. Cross Jurisdictional Sharing Project Update -

Putney introduced Jane Sundmacher from the Health Department of Northwest Michigan. Sundmacher presented an update on the Cross Jurisdictional Sharing Project. Sundmacher explained the three phases of the project and encouraged the Board to move forward with a Request for Proposal (RFP) to contract services with another Health Department. Discussion followed.

B. Contracting Services - Request for Proposals-

Motion: by Rentenbach, seconded by Rineer to move forward with creating a RFP and sending it out to Grand Traverse County Health Department, District Health Department #10, Health Department of Northwest Michigan and District Health Department #2.

Voice Vote: 4 ayes Motion carried

C. Leelanau County Recycling Site-

Lautner stated the Leelanau Solid Waste Commission is asking again if the Connie Binsfeld property could be used as a recycling site. Objections to this site being used have also been received again. Lautner suggested a test period to see if our worst fears would come to light. Putney stated she spoke with our Realtor regarding the recycling being placed on the property and he does not recommend it. Putney stated she does not want to do anything to jeopardize the lease or sale of the building. Discussion followed.

2. Personnel and Finance Committee Report:

A. Accounts Payable-

Motion: by Rineer, seconded by Rentenbach to approve the Accounts Payable in the amount of \$173,606.39

Voice vote: 4 ayes Motion carried

B. January 2014 – Financial Statements-

Putney reported on the revenues and expenditures through April, 2014. Discussion followed.

Motion: by Rentenbach, seconded by Rineer to acknowledge receipt of the April, 2014 financial statements.

Voice vote: 4 ayes Motion carried

C. FY 14 Amended Budget –

Putney reported on the amended budget, not much changed as we are projected to be \$512.00 in the black. Discussion followed.

Motion: by Rentenbach, seconded by Rineer to approve the amended budget.

Voice vote: 4 ayes Motion carried

D. County Appropriation Requests - FY 15

Putney explained the different requests proposed for increase in County Appropriations. Discussion focused on the financial stress of the Health Department and the need to cover Leelanau Resource Center building deficits.

Motion: by Rentenbach, seconded by Rineer to request a 5% increase in county appropriations.

Voice vote: 4 ayes Motion carried

Motion: by Rentenbach, seconded by Rineer to request \$17,500.00 from each county for a special project funding to offset the deficit of the Leelanau building.

Voice vote: 4 ayes Motion carried

3. Staff Reports:

A. Administrative-

Putney reported on the 2014 County Health Rankings. Leelanau dropped from number one to number two, however, counties have something to be proud of as both are doing quite well.

B. Environmental Health-

Fountain reported on MALPH's Day at the Capitol that he, Michelle and Dodie attended. It was a great opportunity to sit down with our local legislatures on public health funding issues. Fountain stated that MALPH may want to change the day to earlier in the year, January or February, to let the elected officials know our funding requests.

Fountain reported on the revised total coliform rule. The DEQ is saying it is a mandated program, however, they have found some previous documents from the early 1990's that reflect it is more of a contractual program. It will take more staffing to be able to comply with the rules and there is no additional money coming from Lansing to fund the program. Fountain reported on two letters received regarding the Temporary Food fees being too high. Fountain explained this is a mandated program and our fees are in line with health departments around the state. After paying staff time and travel reimbursement we do not come out in the black at the end of the year for this program.

C. Personal Health-

Klein reported the Benzie County Sheriff met with Personal Health staff that go out and do home visits regarding safety issues. The staff will now carry pepper spray.

Klein reported on the decreasing immunization rates discussed at the last meeting.

There was an article put in the paper, an interview was done with channel 9 & 10 news and we are now getting a mailing list from the schools of all of the school kids so staff can go into MCIR to check the records and send letters to parents of children who are missing immunizations. The letter is a reminder to get their children immunized and the

importance of it.

D. Medical Director-

Dr. Collins reported on the measles, MERS and E-coli cases around the state. Discussion followed.

Public Comments:

None

Board Comments:

Rentenbach stated she feels the Cross Jurisdictional Sharing Project has been a very positive experience and we are really learning a lot.

Motion: by Rentenbach, seconded by Rineer to adjourn the meeting.

Voice vote: 4 ayes Motion carried

Chair Lautner adjourned meeting at 5:42 p.m.

Melinda Lautner, Chair

Heidi Roper, Recording Secretary