



Public Health Delta & Menominee Counties

Board of Health AGENDA



December 17, 2014
2:00p.m. (CDT), 3:00p.m. (EDT)
Pinecrest Medical Care Facility
Powers, MI

Board Members:

Bob Burie

Jan Hafeman

Larry Schei

Tom Elegeert

Mary Harrington

Tom Trudgeon

Public Health Staff:

Mike Snyder, Health Officer/Administrator

Kim Gustafson, Executive Secretary

Dr. Terry Frankovich, Medical Director

Lynn Woelffer, Director of Finance

- 1) Call to Order/Roll Call
- 2) Approval of Agenda
- 3) Approval of October 15, 2014 Board of Health Meeting Minutes
- 4) Public Comment on Agenda Items (five minutes maximum)
- 5) Michigan Community Dental Clinics (MCDC) Agreement
- 6) Personnel Committee
 - a. Employee Health Insurance
 - b. Non-union Wage Adjustment
 - c. MERS 457
 - d. Wellness Stipend Survey Results
- 7) Finance Committee
 - a. End of FY 2014 Report
 - b. American express Statements
 - c. Cost Based Reimbursement
- 8) MERS Quarterly Statement
- 9) Delta County Office Housekeeping Contract
- 10) PHDM Audit Contract
- 11) Review and Approval of October & November Check Register
- 12) Medical Director's Report
- 13) Health Officer's Report
- 14) Public Comment (three minutes maximum)
- 15) Board Member Comments
- 16) Adjournment



Public Health Delta & Menominee Counties



Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Wednesday, December 17, 2014

Board Members Present

Bob Burie
Tom Elegeert

Jan Hafeman
Mary Harrington

Larry Schei
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Secretary
Lynn Woelffer, Director of Finance

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on December 17, 2014. The meeting was called to order at 2:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above.

2. Approval of Agenda

Ms. Hafeman moved to approve the agenda. Motion was supported by Mr. Schei and carried.

3. Approval of Minutes

Ms. Hafeman moved the minutes from October 15, 2014, be approved. Motion was supported by Mr. Burie and carried.

4. Public Comment

There was no public comment.

5. Michigan Community Dental Clinics (MCDC) Agreement

PHDM was approached by MCDC to partner with them in opening a dental clinic at the vacant Northern Menominee Health Center in Spalding. MCDS needs an inter-governmental transfer to collect Medicaid match funding, similar to how the Medical Access Coalition worked. The Delta County Board of Commissioners approved the inter-governmental transfer of up to \$25,000 quarterly, which will be paid back with interest.

This clinic will run on its own; PHDM will not be responsible for any staffing or program responsibilities.

Ms. Harrington moved the contract for MCDC be approved. Motion was supported by Ms. Hafeman and carried.

6. Personnel Committee

The Personnel Committee met at Public Health's Delta County office on Monday, December 15, 2014. Mr. Schei and Chairman Trudgeon gave the BOH an overview.

a. Employee Health Insurance

Public Act 152 requires PHDM employees to share in the cost of health insurance. There are three options on how the costs can be shared; hard cap, aggregated hard cap, and an 80/20 split. The Personnel Committee recommends the aggregated hard cap option since it distributes the costs most fairly among the employee classifications.

Mr. Schei moved the BOH accept the aggregated hard cap insurance option for FY15. Motion was supported by Ms. Harrington and carried.

b. Non-union Wage Adjustment

There are currently 34 non-union employees working for PHDM. The committee agreed to recommend a 2% wage increase for non-union staff for 2015.

Mr. Elegeert moved the 2% wage increase for non-union staff, be approved. Motion was supported by Ms. Hafeman and carried.

c. MERS 457

There are currently two 457 programs offered through PHDM. The 457 program is an investment option for employees. MERS also offers a 457 program. Adding the MERS 457 program will not add any additional costs to PHDM.

Mr. Schei moved the MERS 457 program be approved. Motion was supported by Ms. Harrington and carried.

d. Wellness Stipend Survey Results

Ms. Harrington feels the Wellness Stipend is a great benefit PHDM can provide because it encourages employees to get healthy. The stipend cost would remain the same at \$20 per month. Receipts must be submitted for the employee to be reimbursed.

Ms. Harrington moved the addition of Weight Watchers to the Wellness Stipend option be approved. Motion was supported by Mr. Elegeert and carried.

Mr. Burie moved the Wellness Stipend of \$20 a month for 2015 be approved, with the condition that a survey be conducted at the end of the year to measure participation. Motion was supported by Ms. Hafeman and carried.

7. Finance Committee

The Finance Committee met at Public Health's Delta County office on Monday, December 15, 2014. Ms. Hafeman and Chairman Trudgeon gave the BOH an overview.

a. End of FY14 Report

Chairman Trudgeon asked Ms. Woelffer to give the BOH a brief synopsis of the FY14 Report. She reported the agency did well overall and finished just under budget.

Ms. Hafeman moved the final FY14 Report be approved. Motion was supported by Ms. Harrington and carried.

b. American Express Statements

Ms. Hafeman reported the Finance Committee reviewed the American Express statements and everything looked to be in order.

Ms. Hafeman moved the American Express statements be approved. Motion was supported by Ms. Harrington and carried.

c. Cost-Based Reimbursement

Mr. Snyder reported PHDM has received Cost-Based Reimbursement for FY12.

8. MERS Quarterly Statement

Chairman Trudgeon briefed the BOH on the MERS Quarterly statement.

Mr. Burie moved the MERS Quarterly statement be approved and placed on file. Motion was supported by Mr. Elegeert and carried.

9. Delta County Office Housekeeping Contract

Mr. Snyder explained the SCI cleaning contract for the Delta County office is coming due on January 1, 2015. The new contract has no changes in cost or services.

Ms. Hafeman moved the SCI contract for FY15 be approved. Motion was supported by Mr. Elegeert and carried.

10. PHDM Audit Contract

Mr. Snyder informed the BOH the three year contract with Anderson-Tackman for the department's annual audit ended with the FY13 audit. PHDM did receive a new three year offer, for \$9,500 per year. PHDM has utilized Anderson-Tackman's services for at least 27 years. Delta County uses Anderson-Tackman for their audit and since PHDM is part of Delta County, it makes sense to stay with them.

Mr. Schei moved the new three year contract with Anderson-Tackman, for \$9,500 per year be approved. Motion was supported by Ms. Hafeman and carried.

11. Review and Approval of October & November Check Registers

The Board of Health reviewed the October and November check registers. Questions were answered by Mr. Snyder and Ms. Woelffer.

Ms. Hafeman moved the October and November check registers, be approved. Motion was supported by Mr. Schei and carried.

12. Medical Director's Report

Dr. Frankovich updated the BOH on Ebola. Local Public Health agencies in Michigan has monitored 54 individuals with exposure risk for Ebola. All but 11 have completed 21 days of monitoring and are no longer designated as at risk. New cases are still arising in West Africa but there have been no additional U.S. cases (total of 4).

Flu season is upon us and the Influenza A's H3N2 strain is the predominant strain being seen so far this year. About half of the circulating H3N2 viruses tested by the CDC match the current vaccine strain and about half have mutated and are no longer a good match. In spite of this, vaccine is still recommended to protect against the other circulating strains and because it is likely to provide some cross-protection against even the mismatched strain, hopefully decreasing the risk of serious flu complications. Those at higher risk should also seek medical care early in their illness so that they may receive anti-viral medication as appropriate.

13. Health Officer's Report

- Mr. Snyder announced out of the 4,000 surveys PHDM sent out for the Community Health Needs Assessment, 1,279 were returned. The data has been sent to MPH to be analyzed, and expected to be returned in February 2015. PHDM will compile a report on the findings to be distributed when completed.
- Discussion continues about the regionalization of the health departments. The U.P. Health Officers sent a letter to Mark Miller at MDCH expressing their displeasure on how this issue has been communicated with local health departments.
- The Brown County BOH passed a resolution declaring the wind farm in Glenmore, WI, a Human Health Hazard. The resolution was based on studies and information provided by the county residents. Mr. Snyder wanted to bring this to the BOH's attention because he feels this issue may come before the BOH regarding the windmills on the Garden Peninsula.

14. Public Comment—None

15. Board Member Comments

- Mr. Schei wanted to let everyone know how much they appreciate the hard working employees at PHDM.
- Mr. Elegeert thanked the BOH for the plaque.

16. Adjournment

There being no further business, Mr. Burie made a motion the meeting be adjourned at 3:46 p.m. CDT. Motion was supported by Mr. Elegeert and carried.


Chairperson 1-21-15