



# Public Health Delta & Menominee Counties



## Board of Health AGENDA

**October 15, 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

- 1) Call to Order/Roll Call
- 2) Approval of Agenda
- 3) Approval of September 17, 2014 Board of Health Meeting Minutes
- 4) Public Comment on Agenda Items (five minutes maximum)
- 5) Pension Subcommittee Written Report
- 6) Draft Survey for Wellness Stipend
- 7) Review and Approval of September Check Register
- 8) Medical Director's Report
- 9) Health Officer's Report
- 10) Public Comment (three minutes maximum)
- 11) Board Member Comments
- 12) Adjournment



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Pinecrest Medical Care Facility  
Powers, MI

### Meeting Minutes

Wednesday, October 15, 2014

#### Board Members Present

Bob Burie

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

#### 1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on October 15, 2014. The meeting was called to order at 2:01 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above. Mr. Elegeert was excused.

#### 2. Approval of Agenda

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

#### 3. Approval of Minutes

Ms. Hafeman moved the minutes from September 17, 2014, be approved. Motion was supported by Ms. Harrington and carried.

**4. Public Comment**

There was no public comment.

**5. Pension Sub-committee Written Report**

Chairman Trudgeon presented the pension sub-committee written report. He also briefed the Board on the outcomes the committee recommends.

**Ms. Hafeman moved the pension sub-committee report, be approved. Motion was supported by Ms. Harrington and carried.**

**6. Draft Survey for Wellness Stipend**

Mr. Snyder reminded the BOH of the Wellness Stipend that they had approved back in December of 2013. He brought a draft survey to the BOH as requested, for their approval. The plan is to have the surveys distributed out to PHDM employees and the results compiled for the December BOH meeting.

**Mr. Burie moved the Survey for the Wellness Stipend, be approved. Motion was supported by Chairman Trudgeon and carried.**

**7. Review and Approval of September Check Register**

The Board of Health reviewed the September check register. Questions were answered by Mr. Snyder.

**Ms. Harrington moved the September check register, be approved. Motion was supported by Ms. Hafeman and carried.**

**8. Medical Director's Report**

Dr. Frankovich reported on Ebola and the role of local public health in managing these cases. Although we are a low risk area, every community needs to be prepared for the possibility of a case. Prior to any local event, PHDM's role is primarily to serve as an informational/educational resource for everyone who could be in the chain of contact in caring for a potential Ebola patient (such as law enforcement, first responders, EMS, hospitals, urgent care centers etc.), and to help keep the public informed. If a case emerges locally, the focus of PHDM will broaden to include contact tracking and monitoring. PHDM may also need to quarantine individuals. All UP health department emergency preparedness staff, health officers and medical directors are participating in joint conference calls regarding preparedness.

Dr. Frankovich notified the Board that a proposed grant project, U.P. Wide Smiles which had been discussed in June, had now been funded. The Marquette County Health Department applied for funds on behalf of all U.P. health departments and was awarded a \$196,000 grant. The grant will provide for Dental Hygienists to train primary care offices on fluoride varnish application in children 0-3 years and will utilize health educators to establish fluoride rinse programs for children Kindergarten-5th grade in school.

## 9. Health Officer's Report

- Mr. Snyder reported 4,000 surveys for the Community Needs Health Assessment have been mailed out and over 1,000 have been returned, just within the first week. All of the data will be entered into a spreadsheet that will be sent to the Michigan Public Health Institute (MPHI). MPHI will compile and analyze the results. A written final report will be generated by PHDM employees that Mr. Snyder will bring before the BOH.
- A statement was recently made by a MDCH employee regarding a plan by the state to consolidate the 45 local health departments in Michigan into ten. Additionally, there is a paper written by the former Western UP District Health Department Health Officer outlining a plan on how to consolidate the UP Health Departments. Mr. Snyder and the rest of the UP Health Officers agree to not speak to anyone regarding this issue individually. If approached, the UP Health Officers would like to discuss it as a group.
- PHDM administered 365 flu-shots at the Drive-Thru Flu Clinic that was held on September 20<sup>th</sup>. TV6 attended and reported on the annual event.
- The All-Staff meeting was held September 18<sup>th</sup> and Mr. Snyder received a lot of positive feedback.
- Reminder there is no November BOH meeting. The next meeting will be Wednesday, December 17, 2014. There will be finance and personnel meetings, prior to the regularly scheduled BOH meeting.

## 10. Public Comment—None

## 11. Board Member Comments

- Chairman Trudgeon would like PHDM and the BOH to recognize Mr. Elegeert for his years of service to the Delta-Menominee District Board of Health.

**Chairman Trudgeon moved a plaque in honor of Mr. Elegeert, be approved. Motion was supported by Ms. Harrington and carried.**

- Mr. Schei would like to see a Drive-Thru Flu Clinic held in Menominee County.

2419

Board of Health Meeting  
October 15, 2014  
Page 4

- Mr. Schei informed Mr. Snyder there might be some outside electrician crews that would need to come into the Menominee office to do some work on some wires that are connected between PHDM and the court house.
- Chairman Trudgeon would like the BOH to meet for lunch, prior to the December BOH meeting, in honor of Mr. Elegeert's years of service and Mr. Snyder's graduation.

**12. Adjournment**

**There being no further business, Mr. Burie made a motion the meeting be adjourned at 3:26 p.m. CDT. Motion was supported by Ms. Harrington and carried.**

Thomas L. Trudgeon 12-17-2014  
Chairperson

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