



# Public Health Delta & Menominee Counties

## Board of Health AGENDA



**July 15, 2015**  
1:30p.m. (CDT), 2:30p.m. (EDT)  
Public Health, Delta & Menominee Counties  
Escanaba, MI

### **Board Members:**

Bob Burie

Jan Hafeman

Larry Schei

Patrick Johnson

Mary Harrington

Tom Trudgeon

### **Public Health Staff:**

Mike Snyder, Health Officer/Administrator

Kim Gustafson, Executive Assistant

Dr. Terry Frankovich, Medical Director

Lynn Woelffer, Director of Finance

- 1) Call to Order/Roll Call**
- 2) Approval of Agenda**
- 3) Approval of May 27, 2015 Board of Health Meeting Minutes**
- 4) Public Comment on Agenda Items (five minutes maximum)**
- 5) Finance Committee**
  - a. FY2015 third Quarter Report**
  - b. MMRMA Net Asset Distribution**
  - c. Cost-Based Reimbursement Update**
  - d. American Express Statements**
  - e. MERS Annual Actuarial Valuation Report**
  - f. Potential Purchases**
- 6) Review and Approval of May and June Check Registers**
- 7) Medical Director's Report**
- 8) Health Officer's Report**
- 9) Public Comment (three minutes maximum)**
- 10) Board Member Comments**
- 11) Adjournment**



# Public Health Delta & Menominee Counties



## Board of Health Meeting

Public Health, Delta & Menominee Counties  
Escanaba, MI

### Meeting Minutes

Wednesday, July 15, 2015

#### Board Members Present

Bob Burie  
Patrick Johnson

Jan Hafeman  
Larry Schei

Mary Harrington  
Tom Trudgeon

#### Public Health Staff

Mike Snyder, Health Officer/ Administrator  
Dr. Terry Frankovich, Medical Director  
Kim Gustafson, Executive Assistant  
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 July 15, 2015. The meeting was called to order at 2:31 p.m. EDT by Chairman Trudgeon. Roll call was taken by the Executive Assistant, and is recorded above.

#### 2. Approval of Agenda

**Ms. Hafeman moved to approve the July 15, 2015 agenda. Motion was supported by Ms. Harrington and carried.**

#### 3. Approval of Minutes

Questions were answered by Mr. Snyder.

**Mr. Schei moved the minutes from May 27, 2015, be approved. Motion was supported by Ms. Hafeman and carried.**

**4. Public Comment**

There was no public comment.

**5. Finance Committee****a) FY2015 3<sup>rd</sup> Quarter Report**

Chairman Trudgeon gave the BOH a brief overview on the FY2015 3<sup>rd</sup> Quarter Report. He highlighted grant monies PHDM has received, Cost-Based Reimbursement, and the contract with Bellin for the new Nurse Practitioner. Chairman Trudgeon also noted the new trucks are in and the cars will be arriving shortly. Questions were answered by Mr. Snyder and Ms. Woelffer.

**Ms. Hafeman moved the FY2015 3<sup>rd</sup> Quarter Report be accepted. Motion was supported by Ms. Harrington and carried.**

**b) MMRMA Net Asset Distribution**

Mr. Snyder gave the BOH information and amount on the MMRMA Net Asset Distribution and State Pool Distribution.

**c) Cost-Based Reimbursement Update**

Mr. Snyder briefed the BOH on the Cost-Based Reimbursement monies owed to PHDM; FY2012 has been paid in full and FY2013 will be arriving within the next month. The money can be deferred for up to one year before it has to be completely spent. Ms. Woelffer will be sending a letter to the state requesting deferral of the FY2013 Cost-Based Reimbursement payment once it arrives.

**d) American Express Statements**

Ms. Hafeman gave an overview to the BOH on the American Express Statements.

**e) MERS Annual Actuarial Valuation Report**

Chairman Trudgeon briefed the BOH on the MERS Annual Actuarial Valuation Report and stated PHDM is doing well.

**Mr. Burie moved the MERS Annual Actuarial Valuation Report be acknowledged and accepted. Motion was supported by Ms. Hafeman and carried.**

**f) Potential Purchases**

Mr. Snyder discussed potential purchases PHDM could make, now that they have received the Cost-Based Reimbursement money. The following motions were made and approved by the BOH:

**Ms. Hafeman moved \$53,990 be moved into PHDM's fund balance. Motion was supported by Mr. Johnson and carried.**

**Ms. Hafeman moved approximately \$41,000 be used to replace/purchase 37 computers and other necessary IT equipment. Motion was supported by Ms. Harrington and carried.**

**Ms. Harrington moved an additional 4% to the MERS employer contribution, effective the next payroll and extending through FY2016, be accepted. Motion was supported by Ms. Hafeman and carried.**

**6. Review and Approval of May and June Check Registers**

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

**Ms. Hafeman moved the May and June check registers be approved. Motion was supported by Mr. Johnson and carried.**

**7. Medical Director's Report**

Dr. Frankovich updated the BOH on Ebola and stated there are now over 27,000 cases and have been over 11,000 deaths, primarily in West Africa. There is a vaccine trial currently being tested in Sierra Leone but no results have been reported at this time.

MERS CoV was also discussed. It is considered the "Middle East respiratory Syndrome." It originated in Saudi Arabia but South Korea has recently had an outbreak of over 160 cases. Only two cases have been reported in the U.S. and were in health care providers that had been working in Saudi Arabia.

Avian (Bird) Flu has been a hot topic since December. Millions of birds have been culled in domestic poultry flocks that have been infected. However, no human cases have been reported in the U.S. A few wild birds have tested positive in Southeast Michigan; none in the Upper Peninsula. Local Public Health has been charged with monitoring individuals with exposure to avian influenza.

**8. Health Officer's Report**

- Mr. Snyder thanked the BOH for moving the meeting up to an earlier time.
- Mr. Snyder and Ms. Woelffer met with Ryan Bergman, the new Delta County Administrator, to inform him more about PHDM and what it has to offer.

- The four new trucks have arrived and the new cars should arrive by the end of July.
- Ms. Woelffer is working on the FY2016 budget and plans on submitting it to the BOH for approval at the September meeting. She is also working on the amended FY2015 budget that will be brought before the Finance Committee prior to the August BOH meeting.
- Mr. Snyder mentioned a couple legislative items that are upcoming at the state level and could result in possible changes to the food service program in the EH department at PHDM.
- The August BOH meeting will be held in the Menominee Office.

**9. Public Comment (three minutes maximum)**

No public comment.

**10. Board Member Comments**

- Chairman Trudgeon acknowledged the student nurse that was in attendance at the BOH meeting.
- Chairman Trudgeon announced there has been no recent news regarding the Garden Peninsula wind turbines.
- Chairman Trudgeon would like to thank everyone on the BOH for their service and for doing an outstanding job.

**11. Adjournment**

**There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 4:14 p.m. EDT. Motion was supported by Ms. Harrington and carried.**

  
Chairperson

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