



# Public Health

## Delta & Menominee Counties



### **Board of Health Meeting**

Harris Township Fire Hall  
Harris, MI

#### **Meeting Minutes**

Thursday, June 21, 2018

#### **Board Members Present**

Jan Hafeman (via telephone)  
Gerald Piche

Amanda Hess  
Gerard Tatrow

Patrick Johnson (via telephone)  
Tom Trudgeon

#### **Public Health Staff**

Mike Snyder, Health Officer/ Administrator  
Dr. Terry Frankovich, Medical Director  
Kim Gustafson, Assistant Program Coordinator

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

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on June 21, 2018. The meeting was called to order at 1:00 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Assistant Program Coordinator and is recorded above. Mr. Johnson and Ms. Hafeman were not able to attend the meeting but did join via telephone.

#### **2. Approval of Agenda**

**Ms. Hafeman moved the June 21, 2018 agenda be amended with the addition of the 2018 Officer and Employee Delegate Certificate Form as item 6b, and be approved. Motion was supported by Mr. Tatrow and carried unanimously.**

#### **3. Public Comment**

There was no public comment on the June 21, 2018 agenda.

**4. Approval of Minutes**

**Mr. Tatrow moved the minutes from May 17, 2018, be approved. Motion was supported by Ms. Hafeman and carried unanimously.**

**5. Governance in Action for Public Health – Module 6 – Partnerships to Improve Health Outcomes**

Mr. Snyder gave a brief explanation on the Governance in Action for Public Health – Module 6 – Partnerships to Improve Health Outcomes video prior to playing it for the BOH.

**6. MERS**

**a. Quarterly Statement**

Mr. Snyder gave a brief overview of the MERS Quarterly statement and the changes from the previous quarter to this quarter, which reflects the surplus and new employee divisions previously passed by the BOH.

**Ms. Hafeman moved the MERS Quarterly Statement be acknowledged and placed on file. Motion was supported by Mr. Tatrow and carried unanimously.**

**b. 2018 Officer and Employee Delegate Certification Form**

Mr. Snyder gave an explanation of the 2018 Officer and Employee Delegate Certification Form. It will allow him to vote on the behalf of PHDM on certain items at the 2018 Annual MERS Conference.

**Ms. Hafeman moved the 2018 Officer and Employee Delegate Certification Form, be approved, listing Mike Snyder as the officer delegate. Motion was supported by Ms. Hess and carried unanimously.**

**7. Rescheduling of the September 20, 2018 Board of Health Meeting**

Mr. Snyder explained he would not be able to attend the September 20, 2018 BOH meeting, and asked if the members would consider moving it to Thursday, September 27, 2018. Ms. Hafeman informed the BOH there would be a time conflict and requested it be moved to noon CDT / 1:00 p.m. EDT.

**Mr. Tatrow moved the September 20, 2018 BOH meeting be changed to September 27, 2018, at noon CDT/ 1:00 p.m. EDT, be approved. Motion was supported by Mr. Piche and carried unanimously.**

**8. Review and Approval of May Check Register**

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

**Ms. Hafeman moved the May check register be approved. Motion was supported by Mr. Tatrow and carried unanimously.**

## 9. Medical Director's Report

Dr. Frankovich informed the BOH on the response to the flooding that occurred on June 17, 2018 in the Copper Country; specifically, Houghton County. She explained the current situation, including the severe damage that has occurred to road and homes as well as flooding of wells and contamination of waterways due to flood water and sewage. An Emergency Operations Center was established with the county emergency manager serving as the Incident Commander according to the Incident Command structure training that all LPH departments and other emergency response groups have learned and practiced.

Public Health roles include, but are not limited to:

- Shelter safety and food operations as well as assistance in medical triage for those using shelter (PH nurses)
- Restaurant food safety
- Assure safe drinking water with boil water advisories as appropriate and instructions re: well decontamination and testing if the well is flooded
- Ensure recreational water safety: Public beaches were closed due to water contamination concerns with flood waters and sewage discharges. On-going water testing is taking place and the beaches will be re-opened when deemed safe.
- Check for safety of medically fragile individuals including local nursing homes, home health agency clients, and dialysis centers
- Engaged in surveillance of any communicable diseases caused by exposures to contaminated water, sewage, food

Dr. Frankovich noted all Emergency Preparedness Coordinators in the Upper Peninsula have gathered together in Houghton County to assist in operation of a volunteer reception center which is coordinating volunteer efforts across the area. She also stated she feels the overall employment of the emergency plan has gone extremely well and did not take long to activate.

Mr. Snyder added a request has been made from the Western U.P. Health department, to see if any Environmental Health employees from other local health departments can be spared to assist in Houghton as well.

## 10. Health Officer's Report

- Mr. Snyder reminded the BOH about the upcoming Public Health Law Conference that will take place on July 25<sup>th</sup> in Newberry, from 10:00 a.m. – 1:00 p.m. EDT. He asked the BOH members let him know if they would like to attend.
- The State of Michigan budget has been passed by both the House and Senate and is now on the way to the Governor. This includes an increase of \$4.5 million in essential local public health services. Another \$4.75 million has also been approved for Emerging Public Health issues.
- PHDM's Annual All-Staff meeting will be held on Monday, November 12, 2018, at the Island Resort & Casino.
- Mr. Snyder informed the BOH the MMRMA Net Asset Distribution for PHDM will be a total of \$19,559 and will be reflected in the amended budget coming up in July.

- July's BOH meeting will be held Thursday the 19<sup>th</sup> and at the Delta County Office. Mr. Snyder noted items will include the revised budget, as well as the MERS Actuarial. After the meeting, the PHDM annual picnic will take place at the Gladstone Pavilion.
- Mr. Snyder informed the BOH of two personnel changes at PHDM.
  - Diane Dubord, Account and Billing Specialist, has retired from PHDM after 18 years of service. Her last day was May 31, 2018. This position has been filled and is going well.
  - Assistant Program Coordinator, Kim Gustafson has resigned from PHDM. Her last day will be July 6, 2018.

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

No public comment.

**12. Board Member Comments**

- Ms. Hess will not be able to attend the August 16, 2018 BOH meeting.
- Chairman Trudgeon informed the BOH a new cell tower will be placed within the City of Escanaba, over by the football field. He stated a few citizens have raised concern to him. Mr. Snyder and Dr. Frankovich will do some research regarding cell towers.
- Chairman Trudgeon thanked Kim for her service to PHDM and the BOH.
- Mr. Piche shared how the emergency plan in Menominee County was activated over the weekend, due to the flooding and stated how impressed he was with the quick action.
- Ms. Hess informed the BOH she is seeing the hepatitis A flyers within the community.

**13. Adjournment**

**There being no further business, Ms. Hafeman made a motion the meeting be adjourned at 2:06 p.m. CDT. Motion was supported by Mr. Tatrow and carried unanimously.**

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Chairperson

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