

**BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MINUTES FROM
OCTOBER 25, 2007**

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:00 a.m. by the Chairperson, Dale Swift, with the following members present:

David Pueschel, Al Ringenberg, Mike Dunlap, Ken Lautzenheiser, and Rod Olney.

Absent: Robin Baker

Also present: Steve Todd, Maureen Petzko, Donna Cowden, Jennie Sholly, Laura Sutter, Rebecca Burns, John Robertson and Dr. Phillips

Mike Dunlap moved to approve the agenda as presented with some change in the order of items and one addition. With these changes David Pueschel supported the motion. The motion carried.

Mike Dunlap moved to approve the minutes as prepared with a correction to be made under Area Agency on Aging – the Community Action Agency of South Central Michigan was the entity not interested in funding the home improvement allocations not the Commission on Aging as stated in the minutes. The support came from Ken Lautzenheiser. The motion carried.

Public Comment – none

Communication

Health Officer's Report – Steve Todd gave his report as follows:

Steve Todd and Dr. Phillips attended the joint conference of the Michigan Association of Local Public Health, the Michigan Association of Public Health and the Michigan Department of Community Health. The two day conference was held in Dearborn. This is the third year for the combined conference. In addition to the many educational presentations, Steve found this conference very beneficial for establishing contact with other local health departments.

Dental Clinics – In the next few days the revised agreements with the Michigan Community Dental Corporation and Three Rivers Health will be ready for signature for the Three Rivers site. Arrangements have been made for leasing dental equipment for seven years. Cost for the equipment will be covered in the operational cost of the dental clinic. Ongoing discussions for the clinics to begin in Coldwater and Hillsdale are taking place.

The Michigan Community Dental Corporation was honored with a 2007 Michigan Department of Community Health Director's Award at last week's conference. Mr. Gerry Chase, the Health Officer of the Northwest Health Department and our consultant for the dental clinic project, was honored with the 2007 Distinguished Service Award.

Cost Sharing Resolution – MALPH has passed a resolution requesting that adequate funding for mandated services is provided by the State to the local health departments. Michigan Public Health Code stipulates State funding at 50%. State funding is well below that level. The resolution states that local health departments should not be held accountable for performance standards of mandated services if we are not adequately funded. I am presenting a resolution for the board's approval that will support MALPH's resolution.

Agency Items – a letter has been sent to Mr. Michael Head addressing our concern with changes being required to the pilot project of the Long Term Care Connection. Copies of the letter were sent to the county commissioners of both St. Joseph and Branch counties. Rep. Shaffer, Sen. Brown and the Governor.

We have been responding to questions regarding MRSA. We have provided the media, schools and physicians with information. We have information posted on our website. At the request of the Colon Schools we will be making a presentation this afternoon to the students at Colon Jr/Sr high school.

Next Tuesday, October 30th we are hosting a Tri-county Healthy Community meeting. We are anticipating around 40 people attending this day long dialogue here at our Coldwater office regarding youth obesity.

Mr. Lautzenheiser moved to accept and place on file the Health Officer's Report supported by Mr. Dunlap. The motion carried.

Financial Reports – Donna Cowden reviewed the reports with the members present. Mr. Olney moved to approve, accept and place on file these reports with support from Mr. Dunlap. The motion carried.

Donna Cowden also at this time distributed information pertaining to the full time equivalents (FTE) that was asked of her last meeting. Discussion followed.

Also at this time, the financial expenditures were reviewed for payment in the amount of \$369,517.76. Mr. Lautzenhesier moved to approve payment with support from Mr. Pueschel. The motion carried.

Medical Director Comments – Dr. Phillips discussed with the members present the two day conference he attended and the proposed upcoming grant for the dental clinic in Sturgis.

Community Health Promotion - John Robertson reviewed the monthly reports with the Board members present. John Robertson presented the proposed grant application request for support from the Board. This grant proposal is to the Hillsdale County Community Foundation and due on November 1. The amount is for \$5,000 plus proposal to fund a new social emotional component to the Healthy Beginnings home visiting program. The proposal is for all enrolled children birth to five years old will have a comprehensive social emotional evaluation and ongoing assessment to determine their level of development and progress utilizing two new and best practice tools (AIMS and DECA-IT). Healthy Beginnings serves 50-60 families per year and additional 20-25 teen parents each year with children, and these tools will be most helpful in providing these new skills and information to all of our clients. Discussion followed and Mr. Dunlap moved to approve to submit the application for said grant supported by Mr. Ringenberg. The motion carried.

John Robertson reminded Dr. Phillips, Mr. Dunlap and Steve Todd (committee for the Sturgis Community Foundation Endowment Fund) that following the Board meeting this committee needed to meet for quick minute.

John also gave a MRSA update to the Board members present together with a review of the monthly stats.

WIC Presentation was next on the agenda. Jennie Sholly introduced Joann Wilczynski to the members present. Joann gave a wonderful presentation to those present on WIC (Women, Infants and Children program).

Area Agency on Aging- Laura Sutter gave her Coordinator's Report to the members present.

Prevention Services – Jennie Sholly presented her monthly statistics to the members present. Jennie also gave the members present updates regarding the flu vaccine and clinics and possible travel immunization clinics restarting again in January 2008.

Environmental Health – Rebecca Burns reviewed the monthly statistics with the members present. Rebecca also updated the members present on the following: Food Law, Hillsdale complaints, Tattoo Parlour Legislation, DEQ Contracts with local health departments and Leonidas Water Contamination. Rebecca also advised the members of two appeals heard and the outcomes to be proposed to the entire Board later on the agenda under committee reports.

Committee Reports -

Program, Policy and Appeals – The committee met and heard two appeals. The committee recommends for the Board adoption the property at 64816 Prairie River Road, Burr Oak Township, Section 18 require that the property owner submit an application for a septic permit and install a new mound system by removing the

existing mound and replacing it to comply with the EH code requirements. Mr. Ringenberg moved to approve with support from Mr. Olney. The motion carried.

The next appeal the committee recommends for the Board adoption the property at 168 Tuttle Park Drive, Sherwood Township, Section 12 approve the installation of a composting toilet in the building with no plumbing fixtures no lavatory, no kitchen sink, no shower, no clothes washer hook up, require that the existing well be properly abandoned and well abandonment log be submitted, issue a variance to section 1102.1 of the EH code which requires a home to have a minimum fixture count of a water closet, lavatory, kitchen sink, shower or tub, and clothes washer hook up and requires a home to be hooked up to an approved water supply and approved sewage disposal system. Require a deed addendum which specifies composting toilet only with no plumbing fixtures and requires an annual inspection by this agency for a fee set by the Board of Health.

Mr. Dunlap moved to approve and adopt both recommendations with support from Mr. Olney. The motion carried.

New Business – MALPH Resolution was presented to the members present. Mr. Dunlap moved to adopt as amended with support from Mr. Lautzenhesier. Roll call was taken and the motion carried.

Old Business – nothing at this time

The next meeting will be on December 6, 2007, at 9:00 a.m. in the Coldwater office.

Respectfully Submitted By:

Maureen Petzko, BA
Secretary to the Board of Health