

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MINUTES FROM 6-29-09

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

Mike Dunlap, Robin Baker, Dale Swift, Rod Olney, Geraldine Spieth

Absent: Rick Shaffer

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

Mr. Dunlap moved to approve the agenda as presented with one change being that the Prevention Services report will be presented right after Communication. Mr. Baker supported the change and the motion. The motion carried.

Mr. Dunlap moved to approve the minutes from the previous meeting supported by Mr. Swift. The motion carried.

Public Comment – nothing at this time.

COMMUNICATION

Health Officer's Report – Steve Todd, Health Officer, reported to the members on the following:

1. Sturgis Office

We are in the process of notifying our clients that are using the services at our Sturgis Office that the office will be closing August 1st. We have mailed a letter to the WIC clients informing them that as of August 1st they will need to use

either our Three Rivers or Coldwater office. We have placed flyers in the Sturgis clinic regarding the closure. All notices are in both English and Spanish. I recently met with a reporter from the Sturgis newspaper regarding the closure. We have had articles in both the Three Rivers & Sturgis newspapers. I have informed the Sturgis City Manager and the Sturgis Chamber of Commerce. I have had a discussion with the Superintendent of Sturgis Community Schools in regards to the possibility of using space in one of their buildings for an immunization clinic 3 or 4 times per year. We are in the process of finding space to conduct enrollments twice a month into the County Health plan. We have met with the landlord of the Sturgis building and Planned Parenthood to discuss the continued use of his building by Planned Parenthood for the Title X Family Planning Program. I have met with Steve Yorks, Director of the St. Joseph County Transit Authority, to talk about what could be done to offer public transportation between Sturgis and Three Rivers. We have informed the members of the St. Joseph County Human Services Commission of the office closing.

2. Dental Clinic

The Medicaid Adult Dental Benefit is one of the main funding sources for the operation of the Three Rivers Public Health Dental Clinic. This funding is scheduled to be eliminated July 1st. As a result of this reduction in funding, the dental clinic will continue to operate but with reduced staff and hours. MCDC, the dental group that operates our public health dental clinic, will be reducing the days that the clinic is open from 5 to 4 days. The dental staff will be reduced accordingly. As a result of this reduction in funding, we have frozen the plans for the Hillsdale Clinic. On the plus side, local efforts in Hillsdale have raised \$45,000 to be used for start-up supplies and dental equipment. This money has been raised by the Hillsdale Community Foundation. Also, Congressman Mark Schauer has included the Hillsdale Dental Clinic building for funding in the Federal 2010 Appropriation's bill.

3. Agency News

From the information we have been receiving, we are beginning to plan how we will conduct flu vaccinations for H1N1. If the vaccine that is being prepared and tested for the H1N1 strain of Flu proves viable, it would be offered as a separate shot. I believe that given the funding we can provide this service to our county residents.

We have advertised for replacing the roofs of our Three Rivers and Hillsdale buildings. The deadline for companies to submit bids is July 1st.

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

Medical Director's Comment – Dr. Phillips talked about the cut in Medicaid funding. Poison Control in Southwest Michigan was also cut by shutting down. H1N1 was also discussed.

Financial Report- Donna Cowden, Director, reviewed the Financial Reports as presented to the members present. Mr. Dunlap moved to accept and place on file the Financial Reports as presented with support from Mr. Olney. The motion carried.

PREVENTION SERVICES – Jennie Sholly, Director, reviewed the monthly reports with the members present. Jennie Sholly also gave an update on the following:

General – Transition plans for closing the Sturgis office have been initiated.

Communicable Disease – CD-TB-HIV/AIDS and STD

Immunizations – Michigan Care Improvement Registry funding cut but system maintained. Continued outreach to vaccinate the Arab Community in Branch County and at the Branch County jail population. Continue to monitor Hib vaccine shortage and guidelines for protection.

WIC – Project Fresh, staff education regarding new food packages and new income edibility guidelines.

AREA AGENCY ON AGING – Laura Sutter, Coordinator, reviewed the monthly report. Discussion on the final draft of the 2010-2012 Multi Year Area Plan and 2010 annual Implementation Plan took place. Mr. Swift moved to approve the Final Draft with support from Mr. Olney. The motion carried.

The Advocacy letter regarding transition of Office of Long Term Care Supports and Services into Department of Community Health was next on the agenda. Discussion took place and Mr. Dunlap moved to approve the transition supported by Mr. Baker. The motion carried.

Laura Sutter also gave an update on Senior Project Fresh (\$20.00) coupon for older adults to use.

COMMUNITY HEALTH PROMOTION – John Robertson, Director, reviewed the monthly statistics with the members present together with updates on some of the programs not being funded for the next fiscal year and what is happening with the staff working in those programs.

ENVIRONMENTAL HEALTH – Rebecca Burns, Director, reviewed the monthly reports with the members present as well. Discussed the reduction in hours for some staff for this fiscal year and the uncertainty of what next year will bring. Rebecca gave an update on the Body Art legislation, Golden Pond Mobile Home Park and on the Funny Farm Campgrounds.

COMMITTEE REPORTS-

Financial Reports – The expenditures submitted for payment were reviewed and it was moved by Mr. Swift to approve with support from Mr. Dunlap. The motion carried.

Program, Policy and Appeals – nothing at this time.

OLD BUSINESS – nothing at this time.

NEW BUSINESS – Appeal hearing took place.

Background information – At the June 25th Board of health meeting Mr. Kevin Laubenthal who owns 168 Tuttle Park Drive, Sherwood, Michigan presented a proposal for the installation of a well and on site sewage “greywater” disposal system, at this location. The Policy and Appeals committee heard the presentation from Mr. Laubenthal on October 25, 2007 at which time an appeal hearing was held on the agency’s denial of this same request. In a letter dated April 21, 2009, Mr. Laubenthal has requested that this agency grant him a well

permit to install a well on the aforementioned property. Included in his mailing were incomplete application for a well permit and a proposal for an on site sewage “greywater” disposal system. On May 13, 2009, Mr. Laubenthal received a denial for the request and then on May 19, 2009, Mr. Laubenthal responded to the denial. He disputes that the Policy and Appeals committee ruled on a request for a well and on site sewage “greywater” disposal system. He states that he withdrew his request at the hearing and asked only that he be authorized to install a composting toilet. Also included in his letter was request that his application be considered by the Appeals Committee.

Which brings us up to date on his current request to be heard . Mr. Laubenthal introduced Mr. Jha (Elite Engineering from Jackson, Michigan). Recommendations for some minor changes to his recent proposal which consisted of:

- Locating the well a minimum of 10’ from surface water
- Connecting the drywells parallel instead of in series
- Filling the dry wells with ¾” min. aggregate
- Slightly mounding the drywells
- Limiting the size of the kitchen sink
- Increasing the size of the grease trap

As all indicated the drawings submitted to the members present. Discussion took place and Mr. Dunlap moved to support the Health Department’s decision regarding Mr. Laubenthal’s request. Support for this motion came from Mr. Swift. The motion carried.

With no further business to be discussed, the meeting adjourned.

Next Board of Health meeting will be at 9:00 a.m. on July 23, 2009.

Respectfully Submitted By:

Maureen S. Petzko, BA
Secretary to the Board of Health