

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH MEETING
MINUTES OF 5-27-10

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

Ken Lautzenheiser, Brad Benzing, Mike Dunlap, Robin Baker and David Pueschel.

Absent: Dale Swift

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

Brad Benzing moved to approve the agenda as presented, one deletion from the prepared agenda was the Pertussis Presentation – postponed to next meeting, and with this correction support came from Robin Baker. The motion carried.

Brad Benzing moved to approve the minutes from the last meeting with one correction to be made under Roll Call Vote under New Business introduction of a Resolution for “Support of Not Enforcing Provisions of PA 188 of 2009”. Roll Call vote taken was as follows:

Yes	No
Brad Benzing	Mike Dunlap
Ken Lautzenheiser	Dale Swift
	Dave Pueschel
	Rod Olney
	Robin Baker

The motion carried. With this correction made Dave Pueschel supported the motion.
The motion carried.

Under Public Comment – there was nothing

Communication-

Medical Director’s Comments – He mentioned that River Country Journal had an article about the trails and its funding sources.

Health Officer Report – Steve Todd took this opportunity to distribute aprons to the Board members with the safe food temperature for burgers, chicken and hot dogs now that summer time is upon us and BBQ’s are such a seasonal popular event.

1. Safe Food Handling

For many of us, outdoor barbecuing will increase now that the summer season has arrived. Nothing says summertime like a cookout, open-house or picnic, but

nothing can take the fun out of these outdoor events like a foodborne illness. In order to keep your cookout safe we are reminding the public to be aware of proper food temperatures, whether you are enjoying grilled foods or cold salads.

Attached are two documents that offer guidance for safe cooking temperatures and hot or cold holding temperatures. These informational documents appear on our website along with other information and website links. Here is short list of rules to remember when grilling:

Rule number (1) “Keep it Hot or Keep it Cold.” Hot is above 140 degrees and cold is below 40. Don’t leave food out at air temperature for more than 1 hour.

Rule number (2) “Is it Done Yet?” You can’t tell by looking. You need to use a thermometer to check to be sure. Burgers need to be cooked to at least 155 degrees, Chicken to at least 165 and the all “American“ hot dog to 140.

Rule number (3) “Raw Meats & Vegetables Should Never Meet.” The blood from meat & poultry can contain bacteria, so if the liquid from raw meat & poultry drips onto food items that won’t be cooked before eating, you can get sick. Keep raw meat & poultry in a separate cooler from all other food and beverages.

Rule number (4) “When in Doubt Throw It Out” Even before food looks bad, smells bad or tastes bad, it can make you sick. So it is better to pitch food items that have been held at questionable temperatures.

And to celebrate the summertime activity of outdoor grilling, we have prepared an aid to protect your favorite shirt and also to give you a reference guide for the proper cooking temperatures.

2. Agency News

Smoke-Free Workplace update – Since our last Board of Health meeting, Michigan’s banning of smoking in the workplace has gone into effect. Based on our routine inspections of restaurants and bars, it appears that the public is complying with the new law. We have received only a few complaints.

Hillsdale Dental Clinic Update – Our application for the HRSA grant has been accepted for the dental equipment. Also, at the May 25th Hillsdale County Commission meeting, the Hillsdale Board of Commissioners approved a resolution that will allow the “on behalf of” financing. This resolution is one of the steps needed to renovate our Hillsdale office building to accommodate a Public Health Dental Clinic.

John accepts a new opportunity – John Robertson, our Director of Health Education, has accepted a position with the Hillsdale Community Health Center to serve as their Chief Quality Officer. John has been important part of this Agency and we have all benefited from his talents. John will be missed. We wish him the best.

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

Michigan Community Dental clinic presentation by Keith Sherwood was next on the agenda. Discussion took place regarding the funding and operation of the current Three Rivers Dental Clinic and how similar the proposed Hillsdale Dental Clinic would be. Questions and answers followed. Access to dental health care in our three counties is very beneficial.

Financial Reports – Donna Cowden, Director, reviewed the reports with the Board members present. Currently we are 1% under budget. Mike Dunlap moved to accept and place on file the reports supported by Dave Pueschel. The motion carried.

Area Agency on Aging – Laura Sutter, Coordinator, introduced Bonne Winfrey, RN, Patient Care Consultant to the members present. The draft of the 2011 Annual Implementation Plan was discussed and reviewed and will be brought back to the Board of Health after the respective county boards have reviewed it.

Prevention Services – Joann Wilczynski, Director, reviewed the monthly statistic reports with the members present as well as her Update on the services.

Community Health Promotion – John Robertson, Director, reviewed the monthly service statistics report and he also gave an HINI final report to the members present.

Environmental Health- Rebecca Burns, Director, reviewed with the members present the monthly reports.

Committee Reports-

Finance – The expenditures submitted for review and payment in the amount of \$185,272.06 was completed and Ken Lautzenheiser moved to approve and supported by Dave Pueschel. The motion carried.

Program, Policy and Appeals – nothing at this time

New Business- The Proposed 2010-11 Budget was introduced and discussed. Robin Baker moved to accept the proposed budget supported by Brad Benzing. The motion carried.

Certificates of Excellence for Seasonal Food Establishments were the next item of business on the agenda. Mike Dunlap moved to approve as presented with support from Dave Pueschel. The motion carried.

Old Business – The proposed Public Health Dental Clinic project is a collaboration of the Hillsdale Community Foundation, Hillsdale United Way, Hillsdale County, our agency and the Michigan Community Dental Clinics, Inc. Renovation of 1,729 sq. ft.,

portion of space now used by MSUE and then the construction of 1,282 sq. ft. addition would be required. This proposed project includes upgrades to the building's existing heating/cooling system, restrooms and the addition of an emergency generator for the entire building.

Our Health Department has been designated to receive a \$396,000 HRSA grant to cover the cost of the dental equipment. The cost for the addition and renovation will be paid through a combination of funding sources. The Hillsdale County Foundation has funds that are designated to be used toward the construction of the dental clinic. The majority of the funds to pay for the construction and renovation costs will come from refinancing our building in Hillsdale for 10 years. The rent received from the dental clinic will reduce the monthly mortgage payments below what we are currently paying.

Steve Todd, Health Officer, also pointed out the benefits and risks of this project as well as what actions are needed to make this happen. Discussion followed.

Ken Lautzenheiser moved to approve a new agreement between the Health Department and the Hillsdale Public Health Building Corporation to be signed; The HPHB is a sub-corporation of the Northern Health Foundation which will facilitate the construction and tax-exempt financing supported by Brad Benzing. A roll call vote taken as follows:

Rod Olney – yes
Ken Lautzenheiser – yes
Brad Benzing – yes
Mike Dunlap – no
Dave Pueschel – no
Robin Baker – yes

Motion carried.

Ken Lautzenheiser moved to approve the Health Department to sign an agreement with MCDC to operate the Hillsdale Public Dental clinic supported by Brad Benzing. A roll call vote was taken – all members present voted in favor of the motion. The motion carried.

With no further business – the meeting was adjourned.

Next meeting will be on June 24, 2010.

Respectfully Submitted By:

Maureen Petzko, BA
Secretary to the Board