

BRANCH-HILLSDALE-ST. JOSEPH  
COMMUNITY HEALTH AGENCY  
BOARD OF HEALTH  
MEETING MINUTES FROM 6-23-11

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

Dale Swift, Allen Balog, Al Ringenberg, Robin Baker, Gerald Loudenslager, Brad Densmore, and Rod Olney

Also present: Steve Todd, Deena Olds, Donna Cowden, Laura Sutter, Jim Cook, Candy Cox, Rebecca Burns, Joann Wilczynski, and Theresa Christner.

Mr. Swift moved to approve the agenda as presented supported by Mr. Loudenslager. The motion carried.

Mr. Olney moved to approve the minutes from the previous meeting with support from Mr. Ringenberg. The motion carried.

Public Comment – None

Welcome to members of the audience – Bob Sills a staffer from Senator Caswell's office, Jim Cook and Candy Cox who will be doing a CPR refresher course for anyone interested after the meeting.

Communication –

Medical Director's Comments – Dr. Phillips was on vacation - so nothing at this time.

Health Officer's Report – Steve Todd gave updates on:

1. Improvements in Public Health

The CDC has developed a list of public health achievements that occurred in the United States from 2001 to 2010.

**Vaccine-Preventable Diseases and Control of Infectious Diseases** - The past decade has seen substantial declines in cases, hospitalizations, deaths, and health-care costs associated with vaccine-preventable diseases. The current childhood immunization schedule prevents approximately 42,000 deaths and 20 million cases of disease, with net savings of nearly \$14 billion in direct costs. There has been a 30% reduction in reported U.S. tuberculosis cases during the last decade.

**Maternal and Infant Health** - Improvements in technology and endorsement of a uniform newborn-screening panel of diseases have led to earlier life-saving treatment and intervention. Newborn screening for hearing loss increased from 46.5% in 1999 to 96.9% in 2008.

**Cardiovascular Disease Prevention** - During the past decade, the age-adjusted coronary heart disease and stroke death rates declined from 195 to 126 per 100,000 population and from 61 to 42 per 100,000 population, respectively. Factors contributing to these reductions include declines in the prevalence of cardiovascular risk factors such as uncontrolled hypertension, elevated cholesterol, smoking and improvements in treatments, medications, and quality of care.

**Cancer Prevention** - Evidence-based screening recommendations have been established to reduce mortality from colorectal cancer. From 1998 to 2007, colorectal cancer death rates decreased from 25 to 20 per 100,000 population for men and from 18 to 14 per 100,000 for women.

**Public Health Preparedness and Response** – Many improvements have been made since the international and domestic terrorist events of 2001 highlighted gaps in the nation's public health preparedness. In the first half of the decade, efforts were focused primarily on expanding the capacity of the public health system to respond. In the second half of the decade, the focus shifted to improving the laboratory, epidemiology, surveillance, and response capabilities of the public health system.

## 2. Cryptosporidium Outbreak

Our Agency is involved in the investigation of a Cryptosporidium outbreak that has sickened firefighters from four local fire departments. Fremont, Allen, Quincy & Coldwater. Our nursing staff was contacted on Saturday, June 18<sup>th</sup> with a report that several firefighters were ill with symptoms indicating a gastrointestinal illness. One firefighter had been hospitalized because of illness. The investigation has revealed that the firefighters had a common exposure when responding to a fire at a farm on June 6<sup>th</sup>. A stool test from the hospitalized firefighter is positive for Cryptosporidium. I have attached a fact sheet regarding this disease. Currently we are in the process of interviewing all of the firefighters that responded to the June 6<sup>th</sup> fire and attempting to obtain additional stool samples for testing to confirm. We have interviewed the farm owner regarding events that occurred. Cryptosporidium is contagious and can be spread to family members and the community if precautions are not followed by those that are ill. It is believed that the exposure occurred at the farm when firefighters were removing livestock from the barn that was on fire and came in contact with animal manure. Animals, especially young animals, can be a reservoir for Cryptosporidium. Cryptosporidium is a parasite that can be spread through surface water or other items such as food that as come into contact with manure that is contaminated. We have been in contact with the Steuben County Health Department, the Michigan Department of Community Health, area hospitals and all four Fire Departments. Testing at the farm will be conducted in an attempt to determine the exact strain of Cryptosporidium. I hope that through our investigation and actions that we can limit the number of secondary cases that may occur.

## 3. Budget

Work is underway on preparing our budget for the 2011/12 fiscal year. I have held preliminary discussions with the Branch & St. Joseph County administrators. The Finance committee has met and will need to meet again before we complete our budget for approval at our next meeting in July. We have a required timeline to submit our budget to the Michigan Department of Community Health by August.

Now that the State budget has been passed the reductions in the State & Federal funding we receive has been determined. Adjustments to our budget will need to be made with the freezing of some vacant positions and the reduction in staff hours for a few programs. The amount of funding we receive from each county to perform the 8 core public health programs has not been determined and will need to be estimated if it is not known by the time our budget needs to be approved. As revenues continue to shrink, we will need to examine the fees and other the charges we administer to see if they cover our program costs.

I would like to meet again with the Finance Committee to continue our budget planning.

## 4. Agency News Items

Hillsdale Office - I want to thank the Hillsdale County Maintenance staff for the work they have done in completing the final details of our Building/Dental Clinic project.

Electronic Content Management – The new document management system which will allow us to transfer many of our paper records to an electronic format is currently being installed.

Electronic Entry Locks – The electronic door lock entry system is currently being installed in the Hillsdale & Three Rivers buildings.

Both the Electronic Content Management system and the Electronic Door Lock system were funded by a Public Health Emergency Response (PHER) Special Projects Grant.

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

Financial Reports – Donna Cowden, Director of Finance, reviewed the financial reports with the Board members. Mr. Loudenslager moved to approve the reports submitted and supported by Mr. Densmore. The motion carried.

Expenditures – Donna Cowden presented the Expenditures for the month of May, 2011, Mr. Olney moved to accept supported by Mr. Loudenslager.

Area Agency on Aging – Laura Sutter, Coordinator reviewed her monthly report with the members present. Comment from Mr. Loudenslager about 3<sup>rd</sup> meal sack lunches from COA. The final draft FY2012 Annual Implementation Plan was discussed and reviewed by the Advisory Committee on June 16<sup>th</sup>. The Public Hearing was held after the meeting at 11:00 AM. There were no formal comments received. Mr. Loudenslager moved to adopt the Implementation Plan as presented with support from Mr. Olney. A roll call vote requested was taken by Mr. Baker the motion carried. Laura Sutter also reported on the FY2010-2011 Funding Adjustments to be made effective June 2, 2011, vote pending accurate provider budgets are submitted. Mr. Loudenslager moved to accept the 2010-2011 Funding Adjustments with support from Mr. Swift. A roll call was requested taken by Mr. Baker. The motion carried.

Prevention Services – Joann Wilczynski reviewed with the members the monthly statistics as well as any current updates within the programs. Also, Joann updated the Board of Health on the current Cryptosporidium Outbreak and possible travel outbreak of Measles in Elkhart County.

Community Health Promotion – Theresa Christner, Director, reviewed with the members the monthly statistics reports. The Vision and Hearing Programs were completed for the year and we have many festivals going on this year where we will be present at.

Environmental Health – Rebecca Burns, Director, reviewed also the monthly statistics in services and food reports with the members present. Rebecca also shared with the members present the loss of funding for the cleanup of Meth Labs. In Branch County we had a sewer spill in the St. Joseph River. And several Body Art facilities are opening in Three Rivers.

#### Committee Reports

Finance committee – the expenditures were reviewed and it was moved by Mr. Olney to approve the expenditures submitted for payment in the amount of \$325,547.63 supported by Mr. Loudenslager. The motion carried.

Program, Policy and Appeals – talked about attending via electronic means. As well as new job performance evaluations. Mr. Swift requested minutes from committee meetings drafted and shared in the following Board of Health meetings for review.

#### Old Business

Rebecca Burns updated the Board again on the well replacement for the home on Robinson Rd. in St. Joseph County.

#### New Business

Nothing at this time

CPR Training – Candy Cox and Jim Cook were present for anyone interested in a refresher course in CPR.

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

Respectfully Submitted By:

Deena K. Olds