

NORTHWEST MICHIGAN COMMUNITY HEALTH AGENCY
BOARD OF HEALTH

Tuesday, March 1, 2005
10:00 A.M.

Classroom
220 W. Garfield
Charlevoix, Michigan

MINUTES

PRESENT David Howelman, Antrim County
Vic Patrick, Charlevoix County
Jack Jones, Emmet County
Alan Behan, Emmet County
Doug Johnson, Otsego County

ABSENT: Larry Bargy, Antrim County
Valerie Snyder, Charlevoix County
Allan Bentz, Otsego County

HEALTH DEPARTMENT MEMBERS PRESENT:

Gerald Chase, Health Officer
Linda Yaroach, Deputy Health Officer
Dr. Joshua Meyerson, Medical Director
Christie Vogelheim, Director of Administrative Services
Pat Fralick, Director of Family Health Services
Carol Paxton, Director of Health Promotion Services
Scott Kendzierski, Director of Environmental Health Services
Nancy Bottomley, Director of Adult Health Services
Dr. Tom Veryser, Dental Director

The chairperson, Allan Bentz was absent; Jack Jones, Vice-chairperson called the meeting to order at 10:10 A.M. with Roll Call.

Gerry reported that there was a mistake in the appointment of Erma Backenstose, she is no longer on the Board of Health, Doug Johnson will represent Otsego County. Gerry welcomed him, he is a long-term member of the Otsego County Board of Commissioners. Mr. Johnson looks forward to serving on the Board of Health.

REVIEW AND APPROVAL OF MEETING MINUTES

A motion by Alan Behan to approve the meeting minutes of February 1, 2005 as submitted; supported by Vic Patrick. Motion carried.

PUBLIC COMMENTS

There were no public comments.

STAFF REPORTS

HEALTH OFFICER

REVISION OF SANITARY CODES – Gerry reported that the septage committee of the program and evaluation committee have drafted changes to the sanitary code in order to have more uniformity in each county and we want the best code possible. He reported that our legal counsel, Jim Young will be here around 11:00 AM to discuss the amended sanitary code and how it should be adopted as a regulation or as an ordinance.

BUDGET ISSUES – Gerry reported that the state budget continues to be in trouble. Very unclear on the reduction of funding and programs. The hearing and vision program for school aged children is being cut. A reduction of 4% in the Medicaid reimbursement to this agency. We are beginning to do preparation for the cuts in next year's budget.

NORTHERN HEALTH PLAN – Gerry reported that he has been busy with the Northern Health Plan process it is coming along very well agreements with the ambulance money in Emmet County is continuing, negotiating final agreements. He is on the agenda to meet with the Otsego County Board of Commissioners next week. He explained the process to Doug Johnson

FINANCIAL STATEMENTS – BUDGET & ACTUAL – Christie Vogelheim gave an overview of the Agency's revenues and expenditures and changes in fund balance for 2004 with a comparison of year 2003. She discussed the Balance Sheet for year 2004. We did have a favorable year. No major changes in the last five years. Cash is down because of the startup costs for the regional laboratory in Gaylord, this will be a one time funding, we will be getting state amendments contract monies the process takes a lot longer for Medicaid money.

DEPUTY HEALTH OFFICER

NORTHERN HEALTH PLAN – Linda Yaroch discussed the guidelines on the coverage and copay under Plan A and Plan B of the Northern Health Plan. Plan B was adopted by the Northern Health Plan which will begin April 1st. The State set the amounts under Plan A. She discussed who is eligible for this program and how it will operate.

MEDICAL DIRECTOR

SUMMARY OF COMMUNICABLE DISEASE – Dr. Meyerson reviewed the communicable disease summary for February, 2005 for the four counties. We are in the middle of the flu season, it is wide spread, a few weeks ago schools were seeing overwhelming absences from flu like illness. Dr. Meyerson reported that the Physician Update Newsletter is in your packet, this was sent out a few weeks ago to all area physicians.

ENVIRONMENTAL HEALTH DIRECTOR

CERTIFICATION DRINKING WATER LABORATORY – Scott reported that the Northern Michigan Regional Laboratory is certified by the Michigan Department of Environmental Quality as of February 14, 2005 to conduct water sample analysis and the fees for analysis have

been established by NWMCHA. He requested that the Board formally adopt the established fees and also include sampling costs into our permit fees for on-site water supply wells. This would raise the price of well permits by \$24.00 for residential permits to \$36.00 for public water supply permits. Laboratory fees for water samples were compared with the State lab and local private labs that offer similar services.

A motion by Vic Patrick to approve the sampling fees as presented; supported by David Howelman. All yeas. Motion carried.

DENTAL DIRECTOR

Dr. Versyer reported that Dental Clinics North is moving along very well with February receipts up. We were expecting a visit from the State of Michigan, the oral health coordinator but she cancelled due to the weather, she will reschedule next week. This speaks well for our dental program and we are hopeful to influence the policy makers on our success. We continue to put pressure on the state to reinstate the adult dental benefit.

ADULT HEALTH SERVICES DIRECTOR

Nancy Bottomley expressed her appreciation for the positive comments that Gerry made on the home health and hospice budget. Nancy Bottomley expressed her thanks to each and every one of her staff in her division for their outstanding work, it has been a challenge in home care and everyone participated in this endeavor. We have a great working relationship with Christie and her staff. CHAP Accreditation, we passed with flying colors we received no citations and we have no plan of correction, this is the first time we did not have a citation. On staffing needs, she is in the process of interviewing for a full time RN position in Emmet County.

2004 ANNUAL PROGRAM EVALUATION – Nancy Bottomley distributed the 2004 Annual Program Evaluation for Home health and hospice services to the aging. She would appreciate if the board would take the opportunity to read and she would answer any of their questions at the next board meeting.

FAMILY HEALTH SERVICES DIRECTOR

NORTHERN HEALTH PLAN - Pat Fralick reported that the family health nurses and technicians are involved in the enrollment process and care coordination of clients with the Northern Health Plan (Plan B) which becomes effective April 1st.

VISION & HEARING PRORAM – Pat Fralick reported that the Governor is considering cutting the funding for hearing and vision for school-aged children. She distributed a letter from an optometrist written to Meg Smoot, Vision Technician, he wanted to thank Meg for the referral of this pre-school child for a comprehensive eye examination. He stated that this child had the highest hyperopic-astigmatic that he has encountered in his 28 years of practice in northern Michigan. This program is very important. In 2003 we screened 9,505 children for vision screening and 6,694 for hearing screening. 95% of the children received treatment. Gerry discussed alternatives for funding this program, if the state does not provide monies, we as a

health department need to keep this program, in years past, the schools shared in the funding. We may streamline the program, he will report further on this issue.

HEALTH PROMOTION SERVICES DIRECTOR

BREAST AND CERVICAL CANCER CONTROL PROGRAM – Carol Paxton reported that on February 6th the Ladies of Harley –45th Parallel Chapter donated \$1,300 to the Breast and Cervical Cancer Control Program. This is the second annual donation and we are most grateful. The money will be used for program promotion, primarily ads, recruitment is a primary activity of the program. 650 women are targeted to receive program services this year.

PUBLIC HEALTH EMERGENCY PREPAREDNESS – Carol Paxton reported one of the requirements of the cooperative Agreement for Public Health Preparedness and Response to Bioterrorism is the development of an all-hazards plan. A sub-committee of the Health Department's Public Health emergency Planning effort wrote the plan. She explained the components of the plan. A staff training is being planned for May.

COMMITTEE REPORTS

ACCOUNTS PAYABLE – Vic Patrick reported that the finance committee met and authorized the payment of February bills in the amount of \$287,359.66 he requested approval. All yeas.

OLD BUSINESS

No old business.

OTHER BUSINESS

HOME HEALTH/BASIC CARE WRITE OFF FOR 2003-2004 EVENTS – A motion by David Howelman to approve the write-off of \$3,102.76 for 2003-2004 Events for home care; supported by Vic Patrick. All yeas. Motion carried.

LPN CLASSIFICATION - Nancy Bottomley reported that she has the opportunity to hire a LPN and would like approval of the LPN Classification and job description. A committee followed the procedure for the wage and salary evaluation the current schedule is for 06 level with a salary range of \$14.89-\$17.83. A motion by Alan Behan to approve the LPN Classification as submitted; supported by Doug Johnson. All yeas. Motion carried.

The next board of health meeting will be held on Tuesday, April 5th at 10:00 A.M in Charlevoix.

Gerry informed the Board that the health department will be celebrating its 75th year of operation this year, he would like to have a special meeting with the board and staff, he is looking at the month of September, this would be more than an official meeting, each county board of commissioners would be invited and we would have a main speaker.

Respectfully submitted,

Gerry Chase, Health Officer

Allan Bentz, Chairperson