

**SHIAWASSEE COUNTY BOARD OF HEALTH**

**June 2, 2016**

**Present:** John Pajtas, Patrica Cords, Jim Capitan, Gene Paez, Mary Buginsky, Commissioner Gary Holzhausen, Commissioner Les Schneider

**Absent:**

**Staff:** Larry Johnson, Jodi DeFrenn, Nicole Greenway, Tonie Brovont

**Teleconference:**

**Public:**

**I. Call to order**

The meeting was called to order by Gene Paez at 4:00p.m.

**II. Additions to the agenda**

Motion made by Jim Capitan to accept agenda as written, supported by Mary Buginsky. Motion carried.

**III. Approval of minutes of past meeting**

Motion made by Jim Capitan, supported by Com. Les Schneider to approve the May 5, 2016 minutes with correction. Motion carried.

**IV. Report of Chairman**

The following was discussed at MALPH:

- Reorganization of MDHHS
- Percentage of local PHEP dollars pulled to fund Zika efforts
- DHHS budget remains static
- CDC to release Legionella toolkit
- Discussion on the "You buy, we fry"
- Food allergen courses being offered

**V. Finance Committee**

**1. Approve Bills:**

Motion made by John Pajtas to approve bills from May 12, 2016 in the amount of \$15,841.38 and authorize the Health Department to pay the same, supported by Les Schneider. Motion carried. All yeas.

Motion made by John Pajtas to approve bills from June 2, 2016 in the amount of \$25,733.49 and authorize the Health Department to pay the same, supported by Patricia Cords. Motion carried. All yeas.

## 2. Write off Accounts Receivable:

None.

## VI. Director's Report

### Financial Statements

Budget is in good shape.

### Emergency Preparedness

Jodi attended the Great Lakes Homeland Security Conference:

- Overall a good conference.
- Great networking opportunity.
- Main session speakers included three of the survivors from the Benghazi attack.
- Session speaker: Ingham Chapter – Families Against Narcotics (FAN):
  - Incredible, moving, and very thought provoking.
- Session speaker: Flint Volunteer Reception Center:
  - Opportunity to speak with the director of the Red Cross for this area;
    - We will be working together in the near future to continue the forward movement with Volunteer Reception Center planning.

May 9<sup>th</sup> we hosted a successful Closed Point of Dispensing Tabletop Exercise with Memorial Healthcare and First Responders from our community. They want to continue the movement in partnering with us to better serve our community during a situation that would require mass prophylaxis.

Memorial Healthcare and First Responders will be participating in our upcoming Full Scale Point of Dispensing Exercise to be held on August 2<sup>nd</sup> at Owosso High School.

On May 23<sup>rd</sup> Jodi participated in an Active Shooter Tabletop Exercise at Baker College with other community partners. This was a very productive initial meeting.

Larry and Jodi participated in a Special Pathogens Mass Fatality Tabletop Exercise that the health department co-hosted with Ingham, Lenawee, and Jackson:

- Multi-discipline participants.
- Gaps were identified:
  - Currently working together to close these gaps.

### Personal Health

This past month Personal Health continued to increase awareness of programs by:

- Creating a new Health Department brochure
- Participating in:
  - Touch a Truck
  - Project Connect
- Creating a Personal Health Division Facebook page

The new nurse, Amanda Rockol will start Monday. This position will assist in bridging the gap between Immunization and WIC services.

We are now providing case management for children that have elevated lead blood levels. Any child with a lead blood level of 10 or above will have the opportunity to receive one on one education from a nurse.

This Friday one nurse will become certified as an Immunization Nurse Educator (INE). An INE is able to provide free immunization education throughout the community.

### **Environmental Health**

Environmental Health is moving into their busy season, demand for services is increasing.

Our lead Food Sanitarian has accepted a position with Livingston County Health Department. Adjustments in program staffing have been made to keep inspections current. We are working quickly to fill this position. Salary was the main reason for leaving.

Summer Intern has been hired and intern will assist with offsetting workload in EH.

### **Administration**

State accreditation is complete. Unofficial results were outstanding and it looks like we have met all of our indicators. This will be the first time in department history.

Larry presented the revamped Annual Report and discussed a few highlights. This will be presented to Board of Commissioners next week.

Motion made John Pajtas to approve Annual Report, supported by Patricia Cords. Motion carried.

Motion made by John Pajtas to approve Health Department Purchasing Policy, supported by Patricia Cords. Motion carried. All yeas.

### **Contracts**

Request authorization to sign Amendment #4 of the Comprehensive Planning, Budgeting and Contracting (CPBC) agreement with the State of Michigan in the amount of \$933,723.00 for the period of October 1, 2015 through September 30, 2016. Motion made by Mary Buginsky to forward to the Board of Commissioners for approval, supported by Jim Capitan. Motion carried. All yeas.

## **Equipment**

None.

## **Vacant Position**

Registered Sanitarian. Contacted Board of Health Chair for approval to fill an emergency vacancy and forward to Board of Commissioners for approval at the May meeting.

## **Travel**

Motion made by Mary Buginsky, to approve consent agenda, supported by Jim Capitan. Motion carried. All yeas.

- 1 employee for 2 nights in September to Higgins Lake for the Environmental Health Director's Conference, per county policy.
- 1 employee for 5 nights in October to Nashville, TN for the Insight Conference, per county policy.
- 2 employees for 2 nights in August to Detroit, for the Michigan Home Visiting Conference, per county policy.
- 2 employees for 2 nights in September to Gaylord for Breastfeeding Basics Conference, per county policy.
- 1 employee for 2 nights in June to Detroit, for the WIC clerical training, per county policy.

## **VII. Members Comments**

None.

## **VIII. Other Business**

## **IX. Public Comment**

None.

## **X. Adjourn - Date of Next Meeting**

Motion made by John Pajtas to cancel July meeting due to lack of agenda items, supported by Patricia Cords. Motion carried.

The next meeting will be on Thursday, August 4, 2016. Meeting adjourned at 4:57 p.m.

Recorded by:     J.D.    

Date:     4-7-16