

**SHIAWASSEE COUNTY BOARD OF HEALTH**

**September 3, 2015**

**Present:** John Pajtas, Gene Paez, Patricia Cords, Jim Capitan, Mary Buginsky, Commissioner Gary Holzhausen and Commissioner John Horvath

**Absent:**

**Staff:** Larry Johnson, Tonie Brovont, Courtney Herrick and Jodi DeFrenn

**Teleconference:**

**Public:**

**I. Call to order**

The meeting was called to order by Gene Paez at 4:02 p.m.

**II. Additions to the agenda**

Motion made by John Pajtas to accept agenda as written, supported by Jim Capitan. Motion carried.

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

Motion made by John Pajtas, supported by Patricia Cords to approve the August 6, 2015 minutes. Motion carried.

**IV. Report of Chairman**

No Report.

**V. Finance Committee**

**1. Approve Bills:**

Motion made by Com. John Horvath to approve bills from August 20, 2015 in the amount of \$11,839.85 and authorize the Health Department to pay the same, supported by John Pajtas. Motion carried. All yeas.

Motion made by Com. John Horvath to approve bills from September 3, 2015 in the amount of \$12,469.37 and authorize the Health Department to pay the same, supported by John Pajtas. Motion carried. All yeas.

**2. Write off Accounts Receivable:**

Motion made by Com. John Horvath to approve account receivable write off in the amount of \$109.00, supported by Mary Buginsky. Motion carried. All yeas.

## **VI. Director's Report**

### **Financial Statements**

Budget is in good shape.

### **Emergency Preparedness**

We are in the starting stages of planning a Full Scale Dispensing site exercise that will involve multi-discipline participation and community involvement.

Jodi spoke at the Medical Control meeting last week in preparation for a first responder dispensing site tabletop exercise.

We are partnering with Memorial Healthcare to host a management-level Isolation & Quarantine for Rural Communities class and a performance-level Rural Isolation and Quarantine for Public Health and Healthcare Professionals.

### **Personal Health**

Personal Health is currently down two FTE nurses.

We received approval from the Board of Commissioners to refill a nurse position due to resignation. We plan to seek approval to hire a second nurse at the October meeting.

The school reporting training we offered was well attended and well received.

Courtney and Rochelle promoted National Immunization Awareness Month on Z92.5.

### **Vaccination Waivers**

- For the month of August: 21 appointments, 20 waivers, 1 no shows.
- Year to date: 59 appointments, 47 waivers, 1 vaccinated, 11 no shows.

The Health Department will no longer be participating in the Breast and Cervical Cancer Control Program, effective October 1, 2015. We will continue to partner with other agencies for referral of these clients.

### **Environmental Health**

The Household Hazardous Waste (HHW) Collection held in Perry on August 22, brought in 105 cars and took in 6,220 pounds of material. The next HHW collection will be held on October 24<sup>th</sup> in Owosso.

Sewage permits are up 28%, Well permits are up 30%, and New Build permits are up 35%.

## **Administration**

Larry volunteered to be on the county operating millage advisory committee.

## **Contracts**

Request authorization to sign the Contract Agreement between Shiawassee County Health Department and Memorial Healthcare for the Maternal and Infant Health Program with a payment of \$75 per visit for the period of October 1, 2015 through September 30, 2016. Motion made by Com. John Horvath to forward the contract to the Board of Commissioners, supported by Mary Buginsky. Motion Carried. All yeas.

## **Equipment**

Motion made by Com. John Horvath, supported by Patricia Cords to purchase technological infrastructure upgrades (computer and telephone wiring), with half of the total allocation of \$14,303.97 to be used this fiscal year (2015) and the second half next fiscal year (2016). Motion carried. All yeas.

## **Vacant Position**

Motion made by Com. Horvath to authorize the Health Department to hire an Emergency Preparedness Intern for up to 20 hours per week at \$12 per hour with no fringe benefits except those required by law for the period of October 1, 2015 through June 30, 2016 and forward to Board of Commissioners for approval, supported by John Pajtas. Motion carried. All yeas.

## **Travel**

Motion made by Mary Buginsky, to approve sending 3 employees and 1 board member to the annual MALPH conference in Thompsonville, for 2 nights in October per county policy, supported by Jim Capitan. Motion carried. All yeas.

## **VII. Members Comments**

## **VIII. Other Business**

## **IX. Public Comment**

None

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

The next meeting will be on Thursday, October 1, 2015. Meeting adjourned at 4:47 p.m.

Recorded by:     **J.D.**     Date:     **9-3-15**