Van Buren/Cass District Board of Health
Minutes
5/8/2019

Meeting was called to order at 3 pm at the Dowagiac facility. Roll call taken. Board members present were: Chairperson Don Hanson, Dwight (Skip) Dyes, Roseann Marchetti, Vicki Vaughn, Dr. Vincent Cabras and Robert Linderman.

Board member absent: Randall Peat

Health Department Employees Present: Jeff Elliott, Dr. Larry Wile, Julie Beeching, George Kilts, George Friday, Dr. Frederick Johansen and Tina Cox.

Corrections to April minutes. Estimated expenditures were $555,469.05. Actual expenditures are $580,555.62. Difference of $25,086.57. Difference due to: Dental Refund, American Express invoice, Dental Supplies, Copier Maintenance, HRA Administration, Utilities, Telecommunications, Subscription, Annual Meeting Fee, Professional Liability Insurance, Temporary Campground Fees, COBRA Administration, Life Insurance, petty Cash, Annual Computer Maintenance, Website Hosting/Support and Payroll. Motion by Marchetti, 2nd by Dyes to accept the minutes as corrected. All voting yes, motion carried.

Cash Flow report was discussed and reviewed. Items highlighted were; ENVIRONMENTAL HEALTH: Food Service Licenses are still coming in, expect more in May. State Non Community Water is quarterly payment. DENTAL: State Plan Amendment payment has been received.

Expenditure Report was discussed and reviewed. Motion by Dyes, 2nd by Marchetti to accept the expenditures in the estimated amount of $828,850.67. All voting yes, motion carried.

Administrator’s Report: Each board member received a copy of the 2019 Budget, Amendment 1. Jeff reminded the board that an amended budget will be provided every 3 months. He reported that the budget is balanced and believes we are back on track as the last two years we have used funding from our fund balance. This year expenditures have decreased due to staff attrition; EH Secretary Position not being filled at this time; a nursing position open due to a resignation. Jeff informed the board that a large expense was the payout of PTO time and that he plans to look at changing this for 2020. An updated Employment Plan will be presented in June to reflect this change for possible adoption by the board. Others items discussed were: Three dentists have decided to go 4 days/week and we are looking at recruiting an additional dentist if needed. Dr. Cabras reminded Jeff the need to pursue additional appropriations from the counties for 2020. Jeff stated he is not sure at this time how much of an increase to request, still need to look at the variables but could be 2-5%. He plans to present a budget to each county in July, would need the Board’s approval in June to submit. Motion by Vaughn, 2nd by Dr. Cabras to accept the amended budget as presented. All voting yes, motion carried.

A brief update on the building with Van Buren ISD was given with Jeff reporting that bids will be opened May 9th. There have been amendments to some specs and all contractors have been contacted. Contractors were informed to bid on the entire project or could bid on smaller projects. Only 1 or 2 bids were made on the smaller package, most bids on the entire package. Post bid document meeting is scheduled for May 13th, wrapped up by June 1st. Closing date is July 1st and hopes to break ground August 15th. This was discussed and reviewed.

Jeff updated the Veterans Administration project stated a draft agreement was sent to the county to review along with a HIPAA Business Associate agreement. He expressed his frustration with the county and asked Don Hanson to look into. We have posted signs to inform veterans about this funding and a number to contact and they are reporting that the county informs them they are not ready. Needs to be addressed right away since the grant is only good for a certain time period. An email from Van Buren County Administrator John Faul was shared with the board.

Nursing Activities Report for April for Van Buren. COMMUNICABLE DISEASE: There were 20 Animal bites, all non-rabid. There was 1 Cryptosporidiosis, 1 Giardiasis, 1 Haemophilis Influenzae, 1 Hepatitis A, 1 Hepatitis B, 6 Chronic Hepatitis C, 185 Influenza Virus (Flu), 1 Legionellosis, 1 Streptococcus Pneumonia, 1 Streptococcus Pyogenes Group A and 2 Yersiniosis. IMMUNIZATION CLINIC: Hartford: 85 vaccines were given to 62
individuals. Other locations: 0 vaccines were given to 0 individuals. Mattawan: 0 vaccines were given to 0 individuals. CSHCS: Five (5) Nursing Plans of Care were completed. One (1) client was assisted with enrollment, 7 clients were assisted with renewal. There were 10 Annual Assessments. 39 clients received Care Coordination of Services. 0 Diagnostics were issued. There are 358 active clients. STD/HIV: There was 0 STD Court Order for testing. There were 11 total STD clinic visits, 11 for testing and/or treatment. 8 Partner notification interviews were completed. There was 1 Gonorrhea, 15 Chlamydia and 1 Syphilis reported by private clinics. There was 1 Gonorrhea and 1 Chlamydia reported by the health department. 9 individuals received HIV/AIDS counseling and/or testing and 9 received post HIV/AIDS test counseling. One (1) received positive HIV partner notification. 0 received HIV/AIDS education in a group setting. Careware (Out of Care): There were 0 total for both Van Buren/Cass County; 0 LinkUp located in Van Buren County and 0 LinkUp in Cass County: STD/HIV Program Educational Presentations and Events: None given in Van Buren County.

Nursing Activities Report for April for Cass. COMMUNICABLE DISEASE: There were 3 Animal bites, all non-rabid. There was 1 Campylobacteriosis, 1 Giardiasis, 1 Haemophilus Influenzae, 2 Chronic Hepatitis C and 58 Influenza Virus (Flu), 1 Lyme Disease, 2 Salmonellosis, 1 Streptococcus Pneumonia and 1 Streptococcus Pyogenes Group A. IMMUNIZATION CLINIC: Dowagiac: 38 vaccines were given to 35 individuals. Other locations: 0 vaccines were given to 0 individuals. CSHCS: Five (5) Nursing Plans of Care were completed. One (1) client was assisted with enrollment. 8 clients were assisted with renewals. There were 5 Annual Assessments. 20 clients received Care Coordination of Services. 0 Diagnostics were issued. There are 161 active clients. STD/HIV: There were 2 for STD Court order testing. There were 14 total STD clinic visits, 14 for testing and/or treatment. 12 Partner notification interviews were completed. There were 4 Gonorrhea and 20 Chlamydia reported by private clinics. There was 0 Gonorrhea and 2 Chlamydia reported by the health department. 12 individuals received HIV/AIDS counseling and/or testing and 12 received post HIV/AIDS test counseling. 0 Partner notifications were completed. 6 received HIV/AIDS education in a group setting. Educational sessions were given at Cass County Jail.

These statistics were discussed and reviewed with Julie reporting that staff is getting ready for holding a Spring Fling on May 30th. The Spring Fling is going to be held after hours on May 30th and again on June 13th to try and reach the public about immunizations. Plan to give away a bike plus parents will have an option to purchase bike helmets for $5. Discussed the need to look at options of getting helmets free to handout instead of having parents purchased. Looking at holding a Spring Fling in Cass County possibly in June.

Others items reviewed were: Communicable Disease staff is busy; no measles have been reported in either county though there are 43 cases reported statewide. Vision and Hearing staff busy with kindergarten roundup; staff is getting more and more familiar with Patagonia software, everything going well, turnaround time for payments seems to be quicker. Continually working with the Amish community about services offered especially immunizations.

Medical Director’s report: Dr. Wile reported that staff is continuing to be busy. Outreach is ongoing especially to those hard to reach populations.

Dr. Wile stated that the health department has mandated services that we are required to address, however health promotions and assessment is an area that will continue to grow and as a public health agency we need to address. Need to reach families across all generations today and in the future. Need to establish short and long term goals to be able to address health inequalities and disparities. Has been proven that those with low economic status are more likely to develop health disparities and are at a greater risk for heart disease and other illnesses. There are also racial disparities with African Americans having a higher death risk than those of Caucasian race. Dr. Wile stated that the new building with VBISD will allow us to work with students of all ages and build partnerships with schools and universities to address programs that will be geared towards addressing these health inequalities and disparities. This was discussed and reviewed.

Dental Report: Jeff reported dental continues to be busy. Linderman question how the lab department was doing and if the agency has saved any money by outsourcing dentures. Jeff stated all is going well and only Dowagiac dentures are being sent out to Dental Arts in St Joseph MI.

Dental Lab Report for April: There were 37 Starts, 30 Finishes, 16 Repairs, 2 Flippers, 6 Resets, 7 Relines and 80 Priors.
Environmental Health: Statistics were discussed and reviewed with George Friday reporting he recently attended the Cass County Conservation meeting. Staff is busy and expects it to get even busier during the warmer months.

Each board member received a copy of the April activities report that is now required by the DEQ, which breaks down all the activities staff are involved in.

George Friday informed the board about a possible situation in Hartford Township that involved PFOS. He stated he recently was involved in a conference call with the state to discuss possible contamination near the Du-Wel plant in Hartford. Test results from 12 monitoring wells showed a high level of contamination in the area that was well above the current allowed level. As a result, further testing of nearby residential wells would need to be done. Hartford Township is providing water to those residents directly involved. A town hall meeting will take place soon. This was discussed and reviewed with George stating he will keep the board informed.

Other Business: Dr. Johansen discussed Michigan’s house bill 4164 and Senate bill 106 regarding E-cigarettes. He stated the idea sounds good however the bills to not address the problems. Does not regulate the situation. Dr. Johansen stated most health entities object to the way these bills are written and asked everyone to address with their legislature. Discussed and reviewed.

No other business. Motion by Dyes, 2nd by Vaughn to adjourn. All voting yes, motion carried. The next regular District Board of Health meeting is scheduled for Wednesday, June 12th, 2019 at 3:00 p.m. at the public health department facility in Hartford, Van Buren County.