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 and Randall Peat

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

Others: Kevin Haight, President of 2 Rivers Coalition and volunteer in the Paw Paw and Black River Watershed.

Corrections to June minutes. Actual expenditures are $833,354.97. Difference of $5,607.27. Difference due to: HAS/FSA Plan Administration, Utilities, Telecommunications, COBRA Administration, Training, Life Insurance and Payroll. Motion by Linderman, 2nd by Vaughn to accept the minutes as corrected. All voting yes, motion carried.

Hanson asked for board approval to change the agenda to allow Kevin Haight to go first. Board agreed to change the agenda as requested.

Kevin gave the board a brief report on their first 2 year result of E.coli testing. He informed the board the coalition works with the conservation district on this project which involves the dogs that are trained to know the difference between human waste and others. He stated the E.coli testing began in 2017 and is continuing this year. He informed the board that in the Paw Paw watershed 17 locations were tested and 15 of them did not meet the partial body threshold. Testing was done mainly in the streams, not the river itself. A graph was shown that indicated where testing took place. A red dot indicated presence of E.coli and samples were sent to Maine for the dogs that are trained to smell septic sewage and each red dot got a reaction from the dogs. Kevin stated they are trying to indicate if there is indeed an E.coli issue in the watershed and is the problem of leaking septic tanks, manure run off or other problems. Plan to repeat testing this year. Need to test further but believe there are a lot of sites with high E.coli which seem to be a result of human waste. Kevin informed the board that this was also done on the Black River watershed. All areas tested were found to have high E.coli. A graph was also available for this watershed for the board’s review. Commissioner Marchetti questioned if anyone was looking into installing sewers in these areas. Kevin replied that would be an expensive undertaking and some areas are pushing for time of sale ordinances making it mandatory to test septic systems. Kevin stated that after another year of testing they believe they will have a better understanding of the situation and will bring back to this board for their recommendations. This was discussed and reviewed.

Cash Flow Report was discussed and reviewed. Actual expenditures for June were $612,439.34. Difference of $8,962.03. Difference due to: Utilities, Telecommunications, COBRA Administration, Life Insurance, Equipment Maintenance and Payroll. Dr. Cabras questioned the minutes that indicated the costs associated for the building at VBISD. This was explained, indicating VBISD’s cost was not listed. ENVIRONMENTAL HEALTH: Reviewed the PFAS Response indicating the state is to reimburse us for any expenses we occur. DENTAL: State Plan Amendment for 2017/18 has been received, still waiting for previous year. Motion by Dyes to accept the minutes as corrected, 2nd by Marchetti. All voting yes, motion carried.

Expenditures Report: Items reviewed were reimbursements to dental clients, legal fees and accounting software. Motion by Vaugh, 2nd by Peat to accept the expenditures in the estimated amount of $624,695.73 for payment. All voting yes, motion carried.

Administrator’s Report: Jeff gave a brief update of the Vets Program stating approximately $7,300 has been used to date and involved 6 individuals. This was discussed and reviewed.

Each board member was given a copy of the 2020 Budget for their review. Several areas were highlighted. Jeff stated it is unclear at this time what changes to expect from the state. All state funding will continue as is however if there is a reduction an amended budget would be submitted. Jeff informed the board that fees listed are actual; county appropriations is based on a 3% increase from each county, salaries based on 2% increase, health insurance
7.3% increase, capital improvements were for future furniture, software and equipment needs. This budget also provided a list of those employees that participate in the retirement plan as well as those employees that take the health insurance and those that opt out. This document was discussed and reviewed. Jeff stated that board permission is needed to present to each county administrator. Motion by Peat, 2nd by Dyes to allow Jeff to present this budget to each respective County Administrator as requested. All voting yes motion carried.

Discussion took place on the proposed Employee Handbook for 2020. The handbook was distributed to each board member prior to the meeting for their review. Tina explained that instead of an Employment Plan decided to go with an employee handbook which meant several items needed to be placed in the handbook. Some of these items included: EEO statement, policies, mission statement, language clarifications and layout. Tina explained the idea was to make the handbook a virtual document that employees would be required to review and sign off on. The handbook includes our policies and procedures that can now be opened by a hyperlink. Only a few protocol items were changed. Hanson questioned the work week as listed on page 11. Jeff explained that the work week begins on Saturday to be able to allow flex time for those field employees that sometimes have to work on Saturdays to better meet the needs of the community. Under Paid Time Off (PTO), item H the amount of hours an employee can receive as a payout has changed to 40 hours; also Item O was changed to indicate a new employee will no longer be able to accumulate any time until after 60 days of employment. Plus the salary section was changed to reflect a 2% salary increase which needs to be approved by the board. All changes were explained. Motion by Dyes, 2nd by Marchetti to accept the 2020 Employee Handbook as written with the projected salaries as requested. All voting yes, motion carried.

Each board member was given a copy of the Certificate of Resolution. Jeff stated this is a more updated version of the resolution that had been signed in the past. This document is more defined now that there is approval to move ahead with the building at VBISD. The document was highlighted with Jeff asking for board approval to have Chairperson Hanson and himself sign. This was discussed and reviewed. Motion by Marchetti, 2nd by Peat to give permission for Jeff Elliott and Don Hanson to sign this document as requested. All voting yes, motion carried.

Jeff shared with the board the closing list that detailed all the documents required by the bank for the building at VBISD. He stated that those items listed under A have been completed; those that still needed to be completed were discussed and reviewed.

Nursing Activities Report for June for Van Buren. COMMUNICABLE DISEASE: There were 19 Animal bites, all non-rabid. There was 1 Campylobacteriosis, 1 Chickenpox, 1 Giardiasis, 2 Hepatitis B, 5 Chronic Hepatitis C, 34 Influenza Virus (Flu), 1 Legionellosis, 2 Lyme Disease, 1 Aseptic Meningitis, 1 Pertussis, 2 Salmonellosis, 1 Streptococcus Pneumonia and 1 Toxic Shock Syndrome. IMMUNIZATION CLINIC: Hartford: 31 vaccines were given to 23 individuals. Other locations: 0 vaccines were given to 0 individuals. Mattawan: 0 vaccines were given to 0 individuals. CSHCS: 0 Nursing Plans of Care were completed. 7 clients were assisted with enrollment, 12 clients were assisted with renewal. There were 8 Annual Assessments. 32 clients received Care Coordination of Services. 0 Diagnostics were issued. There are 361 active clients. STD/HIV: There was 1 STD Court Order for testing. There were 15 total STD clinic visits, 15 for testing and/or treatment. 7 Partner notification interviews were completed. There were 3 Gonorrhea and 12 Chlamydia reported by private clinics. There was 0 Gonorrhea and 0 Chlamydia reported by the health department. 15 individuals received HIV/AIDS counseling and/or testing and 15 received post HIV/AIDS test counseling. 0 received positive HIV partner notifications. 0 received HIV/AIDS education in a group setting. Careware (Out of Care): There was 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.

Nursing Activities Report for June for Cass. COMMUNICABLE DISEASE: There were 9 Animal bites, all non-rabid. There was 1 Cryptosporidiosis, 2 Giardiasis, 1 Hepatitis A, 1 Hepatitis B, 2 Chronic Hepatitis C and 2 Lyme Disease. IMMUNIZATION CLINIC: Dowagiac: 24 vaccines were given to 13 individuals. Other locations: 0 vaccines were given to 0 individuals. CSHCS: 0 Nursing Plans of Care were completed. 0 clients were assisted with enrollment. 2 clients were assisted with renewals. There were 4 Annual Assessments. 14 clients received Care Coordination of Services. 0 Diagnostics were issued. There are 164 active clients. STD/HIV: There was 1 for STD Court order testing. There were 20 total STD clinic visits, 20 for testing and/or treatment. 9 Partner notification interviews were completed. There were 8 Gonorrhea, 12 Chlamydia and 1 HIV/AIDS reported by private clinics. There was 0 Gonorrhea and 0 Chlamydia reported by the health department. 16 individuals received HIV/AIDS counseling and/or testing and 16 received post HIV/AIDS test counseling. 0 Partner
notifications were completed. 12 received HIV/AIDS education in a group setting. Educational sessions given: None.

These statistics were discussed and reviewed with Julie reporting staff has been very busy. A new Legionellosis case in Van Buren was reported. As a result, a health alert by blast fax was sent to all area medical providers. Julie informed the board she has been in contact with state consultants regarding this, and as of today, there are no connections. Plan to continue with investigations. She informed the board that the state has seen an increase in Legionellosis cases since April. More cases could be due to physicians becoming more acute to testing. Dr. Johansen stated it is now practice that if someone comes in with Flu/Pneumonia symptoms a panel test for Legionellosis is completed too.

Julie reported that she is still waiting for the Geno Type for the Hepatitis A case in Cass County. Nursing will continue to provide Hepatitis A education. Trying to reach more people by providing Hepatitis A vaccines at the Van Buren County Youth Fair. A health alert had also been seen to all medical providers. Questions regarding availability of vaccine were reviewed with Julie reporting the state has plenty; staff is still going out to jails, woodland behavioral health, drug courts, etc. If a vaccine is not wanted staff still provides education. Julie stated the last two cases were from high risk drug users and this is a very difficult group to reach and convince of the need to be vaccinated and to inform us of their contacts.

A suspected measles case was reported this morning, specimen has been submitted.

Linderman questioned how much longer the health department would be involved in providing jail medical services. Jeff stated the jail has recently completed the RFP. Should know in next 30 days and will begin the transition process. Have a goal to be out by October 1, 2019, if not able will extend by 30 day intervals. Jeff informed the board that regardless if we pull out of providing medical services at the jail the health department will always be involved in Communicable Diseases, as required by the public health code.

Medical Director’s report: Dr. Wile informed the board that Hepatitis A vaccines will also be available at the Cass County fair. Dr. Wile explained to the board how the Hepatitis A vaccine will be distributed. There is a two shot protocol; 1st shot provided at the fair with instructions for them to return for their 2nd vaccination 6 months later. If they fail to get back for the 2nd shot the 1st shot does provide a majority of protection.

Dr. Wile stated that public health is required to protect the community. He informed the board there is no pattern indicated in the Legionellosis cases; nothing connected yet. He explained what the disease is and how it is contracted, usually by the inhalation of water. This was discussed and reviewed.

Dental Report: Jeff reported dental is busier this year compared to the previous year. Currently advertising for a Dentist and Hygienist for the Dowagiac office.

Dental Lab Report for June: There were 23 Starts, 34 Finishes, 21 Repairs, 2 Flippers, 4 Resets, 5 Relines and 61 Priors.

Environmental Health: George Friday reported that staff is very busy due to time of year.

George gave a brief update on the PFOS situation in Hartford. The initial testing phase is beginning to wind down. A conference call was held this AM, usually done every Wednesday. Further testing of property located on 54th Avenue had 3 properties testing positive and filters were distributed. The next phase will begin soon. MDHHS in process of getting additional funding for testing of municipal wells. Looking at funds to extend municipal water to affected sites with the exception of 11 sites that did not qualify. Out of these 11 sites; 10 had elevated contamination from the 10 to 70 range and 1 was less than 10. Plans to hold another public meeting in the next 2 months when the state has a better handle on possible solutions. This was discussed and reviewed.

An activity report was distributed to the board. George reported that there has not been any Type II violations in the past 6 months however now there are two. Of the two reported, 1 was just received their results and 1 was closed. He reported that regardless there has been a mass improvement on how this program is handled. Jeff reported on a recent meeting with individuals from the state that also stated how pleased with how this program is being managed. He thanked George and his staff for turning this program around.
Jeff informed the board that George recently passed his RS (Registered) exam.
Linderman inquired about a restaurant in South Haven and was informed the Food Service Supervisor is aware of this and working with the owner.

George updated the board on the beach monitoring program and reported since our last meeting an advisory for the South Beach in South Haven was given along with Covert Township Park. Covert Township Park tested high and was not retested over that weekend to allow everything to settle and when retested on Monday and tested fine. South Haven’s beach was retested on Thursday and the advisory was lifted. This was discussed and reviewed.

Health Promotions Report: Danielle distributed a flyer called “No Malice Required: Achieving Equity for All. She stated the event will be held August 29th at Southwestern Michigan College and Dr. Mary Bacon will be the presenter. Danielle stated this program will address unintentional biases and is open to anyone, especially targeting leaders. She informed everyone that registration should be done right away, filling up quickly and can be done by clicking on the registered link on the email that was sent earlier. This was discussed and reviewed.

Other Business: None

No other business. Motion by Vaughn, 2nd by Linderman to adjourn. All voting yes, motion carried. The next regular District Board of Health meeting is scheduled for Wednesday, August 14, 2019 at 3:00 p.m. at the public health department facility in Hartford, Van Buren County.