Van Buren/Cass District Board of Health
Minutes
12/11/2019

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

Board Members Absent: Dr. Vincent Cabras

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

Corrections to November minutes. Actual expenditures are $726,162.33. Difference of $33,907.06. Difference due to: HRA Nov and annual renewal, Utilities, Legal Fees, Telecommunications, 2020 ADA/MDA membership fees, Petty Cash Reimbursement, HIPAA software, Email licenses 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. AGENCY SUPPORT: State Plan Amendment is a double payment, years 2017/18 still outstanding. DENTAL: United Way Funding used for veterans. VBC Commissioners discussed possible future funding for veterans; if millage passes will bring in more money for veteran services.

Expenditures Report: Items reviewed were; Workers Compensation is for 2nd quarter; purchase of flu vaccine. Motion by Dyes, 2nd by Marchetti to accept the expenditures in the estimated amount of $516,354.52 for payment. All voting yes, motion carried.

Administrator’s Report: A letter dated 11/20/19 from Department of Health and Human Services informing us that the Local Community Stabilization Authority has approved funding to our agency. Payment is set to be release 12/2/19 in the amount of $139,261.00. Jeff explained how this funding came about stating this was passed in 2014. He stated that it was originally thought to be a one time payment for 2019, however has since discovered the health department will receive again in February 2020 and we can expect an increase of 10% in 2021. This was discussed and reviewed.

A letter dated 11/22/19 from Robert Gordon, Director of DHHS was given to each board member to review. The letter thanked the health department for participating in the 6th cycle of the Accreditation Process and stated our agency has met all essential requirements and is accredited for 3 years. This was discussed and reviewed.

Jeff informed the board the 1st budget amendment for 2020 will be available at the January meeting.

Jeff informed the board that the 2020 Employment Plan has been updated and will show an increase in employee salaries by 2% and the changes in health insurance. He asked for the board’s permission to make additional salary changes for the following employees, effective 1/1/2020: George Friday, Director of Environmental Health, change salary to $64,670.00. Israel Diaz, IT Administrator, increase his salary by 6%; Maria Veloz, Accountant/HR, increase her salary by 4%, and Danielle Persky, Health Promotions Director, increase her salary by 4%. Why these adjustments were requested was explained. Jeff also requested the board to cut his salary by $30,000 and explained why. After much discussion it was motion by Lindeman, 2nd by Peat to increase the salaries of the 4 employees as requested, increase salaries to all other employees by 2% and to postpone Jeff’s request for a salary reduction until board meets in January. Roll call vote taken: Vaughn yes, Hanson yes, Peat yes, Marchetti yes, Dyes yes and Linderman yes. Motion carried.

Nursing Activities Report for November for Van Buren. COMMUNICABLE DISEASE: There were 17 Animal bites, all non-rabid. There was 1 Campylobacteriosis, 2 Cryptosporidiosis, 2 Chronic Hepatitis C, 211 Flu, and 4 Streptococcus Pneumonia. IMMUNIZATION CLINIC: Hartford: 115 vaccines were given to 48 individuals. Other locations: 0 vaccines were given to 0 individuals. CSHCS: 0 Nursing Plans of Care were completed. 4 clients were assisted with enrollment, 8 clients were assisted with renewal. There were 0 Annual Assessments. 15 clients received Care Coordination of Services. There are 366 active clients. STD/HIV: There were 2 STD Court
Order for testing. There were 15 total STD clinic visits, 15 for testing and/or treatment. 12 Partner notification interviews were completed. There were 5 Gonorrhea, 11 Chlamydia and 1 Syphilis reported by private clinics. There were 0 Gonorrhea and 3 Chlamydia reported by the health department. 13 individuals received HIV/AIDS counseling and/or testing and 13 received post HIV/AIDS test counseling. 0 received positive HIV partner notifications. 36 received HIV/AIDS education in a group setting. Careware (Out of Care): There were 7 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: Held at VBISD and Substance Abuse

Nursing Activities Report for November for Cass. COMMUNICABLE DISEASE: There were 8 Animal bites, all non-rabid. There was 1 Hepatitis B and 90 Flu. IMMUNIZATION CLINIC: Dowagiac: 59 vaccines were given to 36 individuals. Other locations: 0 vaccines were given to 0 individuals. CSHCS: 1 Nursing Plan of Care was completed. 2 clients were assisted with enrollment. 6 clients were assisted with renewal. There were 0 Annual Assessments. 16 clients received Care Coordination of Services. 1 Diagnostics was issued. There are 173 active clients. STD/HIV: There was 0 for STD Court order testing. There were 14 total STD clinic visits, 14 for testing and/or treatment. 7 Partner notification interviews were completed. There were 3 Gonorrhea and 14 Chlamydia reported by private clinics. There were 0 Gonorrhea and 0 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. 12 received HIV/AIDS education in a group setting. Educational sessions given: At Cass County jail.

Nursing Report: Julie gave a brief report on flu stating Michigan is not part of the national outbreak, but Indiana is at this time. There has been localized flu infection in Michigan with Influenza B being confirmed nationally. She stated that our district has reported more Influenza A than B. Currently there have been 6 pediatric deaths reported nationally. Those at highest risk are individuals 65 years of age or older, and those infants to 4 years old. There is still plenty of vaccine available.

Julie reported on a Hepatitis A outbreak involving blackberries; no cases reported in our district as of today; a recall has taken place. There has also been a recall on Fresh Express Salad mix; sunflower crisp chopped salad kit. This is a national recall and due to E.coli 0157:H7.

Julie informed the board on a new funding for the program called PREP (Pre exposure prophylaxis). She explained what it entailed and how the government has provided additional funding for the medication, free of charge, to individuals to help prevent the spread of HIV infection. Dr. Wile discussed the talking points he uses with his clients, especially those that are high risk. The STD/HIV department promotes PREP and has pamphlets available. Dr. Wile stated that Medicaid and major insurance carriers pay for this medication and now there is funding available through the federal government for those with no insurance. Dr. Johansen stated that local health departments encourage PREP, however is better received if a private care provider discusses this with their clients. This was discussed and reviewed.

Medical Consultant’s report: Dr. Johansen gave a brief report on the various strains of flu and the type of animals that have been infected.

Dr. Johansen informed the board of a vaping video he will send Tina to forward to them for their review.

Medical Director’s Report: Dr. Wile wanted to reflex on this year and share with the board what each department brings to the agency. Dr. Wile thanked the board for allowing Dr. Johansen to stay as a consultant who has helped him tremendously with his experience in tackling various issues. He emphasized each department; Administration, Nursing, Dental, Environmental Health, Health Promotions, Accounting/billing, HR, Emergency Management, Custodian and support staff and what each individual contributes. Dr. Wile thanked everyone for their vision, leading by example, going beyond their normal duties to make sure the agency runs smoothly and efficiently. Dr. Wile stated other health departments contact us for various things, because they know we will help and that we work as a team, especially in a crisis. All employees are positive and have great attitudes and place customer service first. He stated he is very proud of the staff and enjoys working with all of them. He also thanked the board for hiring him, he enjoys the type of work he does. Dr. Wile closed by asking the board to continue to look for additional funding so current services could continue and more services can be funded for the clients of both counties.

Dental Report: Continues to remain busy. Still need to find a couple of dentists.
Dental Lab Report for November: There were 27 Starts, 30 Finishes, 9 Repairs, 3 Flippers, 8 Resets, 9 Relines and 39 Priors.

Environmental Health: George Friday reported permits applications have decreased. Final inspections have increased. He highlighted the increase in housing and restaurant complaints but nothing that cannot be fixed. He further stated that 8 of the housing complaints were from a well driller about his competition; all have been completed with the exception of 1 which cannot be done until spring. This was discussed and reviewed.

George informed the board that he has held three Type II Well meetings which were well received. He plans to hold a septic installer meeting in January or February.

George informed the board that staff is learning each other job duties so that they can back each other up during staff shortages so services can still be provided as needed.

Other Business: Danielle Persky, Health Promotions Director, informed the board that she is working on the Van Buren Community Needs Assessment and will share results with the board once completed. She stated the report is quite robust and covers the many different social aspects in the county. Can do a presentation if the board would like. Danielle stated the assessment brings home community voice from many community members and will include a mapping overlay which will show areas where services are not available and should be. This was discussed and reviewed.

Danielle also informed the board that she is placing boxes in various locations asking people to complete a short survey involving policy systems and environmental scan. She is co-managing this project with Bronson. She explained what this project consisted of and gave examples. Danielle stated this is a one question survey “What do you need to be healthy?” The survey needs to be wrapped up by February. She asked the board to contact her if they know of a sites where she should place a box. This was discussed and reviewed.

Jeff reminded the board of the Holiday luncheon on Friday, December 13th.

Commissioner Peat discussed the lack of a county emergency plan and asked our Emergency Department to get with the county on establishing one. He was surprised to hear that the health department already works with the county on these endeavors on a regular basis. Jennifer Zordan, Emergency Management Coordinator, invited Commissioner Peat to stop by her office to discuss this further.

No other business. Motion by Dycs, 2nd by Linderman to adjourn. All voting yes, motion carried. The next regular District Board of Health meeting is scheduled Wednesday, January 8th at 3:00 p.m. at the public health department facility in Dowagiac, Cass County.

Vincent R. Celmins MD
Don Hanson
Roseann Marchetti

By
Randall Peat

Board of Health