

CALHOUN COUNTY BOARD OF HEALTH  
MEETING MINUTES  
DATE: March 24, 2003  
Battle Creek, Michigan

PRESENT:

Board of Health

Larry Anderson, Chairperson  
Jean Cook-Hughes, Vice Chairperson  
Byron McDonald  
Ben Miller, County Commissioner  
Jeffrey R. Mitchell  
George Perrett  
Patricia West

Public Health Department

Heidi Oberlin, Health Officer  
Kathy Ferguson, Finance Officer  
Ted Havens, Environmental Health  
Ginger Hentz, Planning and Resource Development

County Administration

Nancy Mullett, Legal Counsel  
Jim Latham, County Finance Director

- I. Larry Anderson called the meeting to order at 8:05 a.m. in the Public Health Department conference room, George W. Toeller Building, 190 E. Michigan Avenue, Battle Creek, Michigan.
- II. Jean Cook-Hughes moved to approve the agenda; seconded by Jeff Mitchell. Approved unanimously.
- III. PUBLIC COMMENT – None
- IV. CONSENT AGENDA  
  
Moved to accept by Jean Cook-Hughes; seconded by George Perrett. Approved unanimously.
- V. RESOLUTIONS

**Res. 08-2003** Approve Amendment No. 1 with the DEQ for a reduction in funding of \$1,137 for Fiscal Year 2002/2003.

Heidi reminded members that this was an expected reduction as notice was given in December 2002. The contract amendment was recently received.

Approval moved by George Perrett; seconded by Jean Cook-Hughes.  
Approved unanimously.

**Res. 09-2003** Approve Agreements with School Districts for School-Based Community Nursing for the 2002/2003 school year.

Heidi emphasized that school districts are now willing to contract for the whole school year's nursing services, now that the major budget fears for this year have been alleviated. The contracts with each district are the same with only the school's obligation changed, depending on the number of days each district receives in relation to the number of students.

There was discussion regarding the Regional Health Alliance's funding of the 3 Pilot School Wellness Programs in Albion, Homer, and Edison/Battle Creek Public Schools. These programs have been well-integrated with the other school nursing programs through our Nurse Coordinator, Michele Thomas so that they collect identical outcome data.

Approval moved by Byron MacDonald; seconded by George Perrett. Approved unanimously.

**Res. 10-2003** Approve the Agreement with Professional Services Industries, Inc. for completion of lead hazard remediation work.

As outlined in Heidi's memo to the Board, Ted Havens emphasized that the unanticipated resignation of staff along with the likelihood that funding will end by October 1, 2003 as the primary reasons for the recommendation to subcontract this work out. The timing of the resignation, the scheduled remediation work (10 –15 homes), and Nancy Mullett's schedule did not allow for full review of the contract prior to today's meeting. Ms. Mullett has several recommendations as she finds the current contract inadequate. Those necessary changes include: adding a discrimination clause and other appropriate language for municipal contracts as well as a more specific "not to exceed" language regarding available funding.

Approval moved by George Perrett, subject to the changes as outlined by Nancy Mullett; seconded by Jean Cook-Hughes. Approved unanimously.

## VI. FINANCE REPORT

Kathy Ferguson reviewed the report with members. Many commented that they appreciated her narrative that accompanies the report each month. Kathy explained unexpected payouts in specific programs due to retirement payouts. Members had questions about the dental program in the Nursing Clinic; she will check into it and assures members that we pay for services as they're

provided. This does not jeopardize any positions or funds available for services. There is likely a mismatch between current and previous categories to always make absolute comparisons.

Larry encouraged members to tour the completed Environmental Health remodeled area. Heidi added that the clinic area is not yet done but that it could be toured, as well.

## VII. OTHER BUSINESS

Heidi Oberlin reported that Smallpox vaccinations have not yet begun in Calhoun County as is true throughout SW Michigan's Region V. The primary reason is the lack of injury compensation for staff who volunteer to be vaccinated and who risk the chance of health care costs that might not be covered by insurance.

Members received an update of the budget cuts and the impact. Handout provided that details both Gov. Engler's Executive Order budget cuts that were received in December as well as Gov. Granholm's Executive Order budget cuts made in February. While no additional cuts are proposed for FY 2004 (begins October 1, 2003), all the Executive Order budget cuts are sustained. Although the Maternal Infant Health Advocates Services subcontract with Washington Heights Ministries will result in 3 layoffs (as a result of the 2003 EO), reassignment of county staff will alleviate the need for any other layoffs. Heidi is working with There is a potential for a new program that will begin on October 1 for a nurse home visitor program, but details are unknown at this time. Heidi has a meeting planned with the

Heidi announced that Dee Morand, former Administrative Assistant is now back with Equalization as of last Friday. Also, Paul Makoski (EH Food Coordinator) has been reassigned to the Bioterrorism Coordinator position temporarily while attempts are made to once more to hire a qualified Epidemiologist that was created with Bioterrorism funds. Heidi explained that there were few available when the position was first posted and now many are about to graduate with the appropriate degree. Within the past 2 weeks the health department has also received notice and then a check for \$8100 to reimburse us that was unplanned income.

Ginger Hentz announced for members that Drs. Ptacin and Collins were nominated for and have received George Awards for their years of service to the Nursing Clinic of Battle Creek.

Ginger provided members with a 6-month summary of grants that are funded, not awarded, and pending as well as those planned. The near future is not pleasant as many funders have fewer dollars to grant as the interest income declines. We continue to partner with community members in grant

applications even if the health department does not receive the dollars, as long as the health of the community is improved. Ginger also informed the members that Calhoun County is again competing for a Centers for Disease Control and Prevention Public Health Prevention Specialist and that we've made it past the first hurdles and will keep the members informed as we progress.

Larry Anderson discussed some of the outcomes from the retreat: new bylaws, board governance policies and processes. Larry suggested that the Board get a consultant to help work through these details and that it might take ½ day or an evening at least, suggesting the Non-Profit Alliance was suggested. The BOH bylaws will be sent out for members to review.

Byron MacDonald stated that he thinks that the Health Officer should report only to the County Administrator since the Board of Commissioners have to approve everything.

Larry stated that he'd work with Heidi to find someone to work with the Board on governance issues.

VIII. CLOSED SESSION - 9:00 a.m.

George Perrett moved to go into closed session for the purpose of discussing labor negotiations; seconded by Ben Miller. Unanimously approved.

At 9:20 George Perrett moved to go back into open session; seconded by Ben Miller. Unanimously approved.

George Perrett moved support of both the IUOE and AFSCME Union contracts as presented by Nancy Mullett in closed session. Jean Cook-Hughes seconded. Approved Unanimously.

IX. ADJOURNMENT

With no other business brought forth, Larry Anderson adjourned the meeting at 9:22 a.m.