

CALHOUN COUNTY BOARD OF HEALTH
190 E. Michigan Avenue, Suite A-100, Battle Creek, MI 49014

MEETING MINUTES
SEPTEMBER 20, 2004

ATTENDANCE

Board of Health

Larry Anderson
Jean Cook-Hughes
Ben Miller
Jeff Mitchell
George Perrett

Health Department

Heidi Oberlin
Kathy Ferguson
Ted Havens
Brigette Reichenbaugh

Calhoun County Administration

Nancy Mullett
Greg Purcell

APPROVAL OF AGENDA

Larry called the meeting to order at 8:05 a.m. beginning with approval of the agenda. Two additions were added, meeting minutes for September 7th and 8th special meetings of the Board.

CONSENT AGENDA

The September 7th Bylaws and the September 8th Budget Committee meeting minutes were reviewed. George motioned for approval. Ben supported. Corrections to Bylaws meeting minutes: Nancy Mullett was in attendance and Greg Purcell asked for a correction to Article II, Item I to read "...BOC (Board of Commissioners) does not need to see every ..." After Heidi clarified the Michigan Nurses Association's reference in the Budget Committee minutes, Jeff suggested that we clarify the meeting minutes to specify the MNA local bargaining unit rather than the state affiliation. Each set of minutes was approved in separate votes with corrections.

August 16, 2004 Meeting Minutes. Jean moved for approval. Ben supported. All in favor.

RESOLUTIONS

Resolution 24-2004: George moved for approval. Jeff seconded. Heidi summarized. State funding for Network for Young Children was discontinued; however, Calhoun Intermediate School District (CISD) made a case to the W.K. Kellogg Foundation (WKKF). WKKF gave CISD additional funding for the program. The actual amount of the contract covers the nurse's salary and benefits, approximately \$76,000. All in favor. Approved.

Resolution 25-2004. George moved approval. Ben seconded. Continuation of contracts from last year. Same schools and service levels as last year. All in favor. Approved.

Resolution 26-2004. Nancy indicated that she has chosen not to review it due to the fact that we received the contract in August for services beginning in calendar year 2004. The contract expires in two months and the DEQ is paying, therefore, no point in reviewing the contract. George moved approval. Ben seconded. All in favor. Approved.

Resolution 27-2004. George moved. Ben supported. George asked about the net budget decrease of \$58,000 in Bioterrorism/Emergency Preparedness Funding. Heidi clarified. Why are we receiving a 22% cut versus others? All locals took the same percentage cut. The state did not take as big of a cut. All in favor. Approved.

Resolution 28-2004. George moved approval. Ben supported. Heidi summarized the Breast and Cervical Cancer Control contracts that are for direct services. There is no impact on our budget as these partners accept payment through the State. Civil counsel made a few revisions after reviewing the standard contract. George motioned for approval based on Nancy's changes. Jeff seconded. All in favor. Approved.

Resolution 29-2004, for discussion. The intent is to charge everybody consistently and receive Medicaid funding. The question was asked if we can bill Blue Cross/HMOs, for services. We will eventually look into that. The Student Health Center (SHC) completes sports physicals too. As of today, there is no type of and quantity of services tracking performed at the SHC, so it's difficult at best to establish charges. The state reviews our services and informed us, along with all other state-funded Adolescent Health Centers, that we need to bill for services. If there is realistic possibility of billing insurance companies, then we would bill them in addition to Medicaid. Kathy would like to charge insurance companies, including Medicaid, at the Medicare rate for services at the SHC and Nursing Clinic. How much above Medicare are private insurance carriers willing to pay? This is determined by individual insurance companies and types of service. Jeff guessed 110% on average. Kathy feels that it will take approximately one year to obtain data and a more specific billing rate.

Nancy would like the Health Department to identify the services provided, and what is required of the funding sources. What services are we planning to bill for? Who are we planning on billing? How do we establish a basis for determining our costs? Nancy requires information as soon as possible in order for the charge establishment process to go forward. Information should be sent to Nancy for review. Greg Purcell asked for clarification on next steps. What is required? Who is requiring it? What guidelines? What services? Fee schedule should go to BOH with a Public Hearing, and then be presented to BOC. Greg also asked what the time schedule is. Kathy would like to have all information to present to the BOH by the October meeting. The public hearing can be held in November. Implement billing process in December. According to the State, the SHC must be on record that billing began October 1. January 1 would be a reasonable schedule. The current SHC fee schedule is very limited and very outdated, requiring revisions.

Resolution 30-2004. George moved. Ben supported. Heidi summarized. This contract provides access to an Information System specifically for agencies that provide services to Homeless people. All in favor.

Nancy suggested that this is the kind of item that does not need to be brought to the BOH for approval. Greg stated that this is true, however, should be brought to the BOH for informational purposes.

FINANCE REPORT

Kathy summarized the financial statements through August 31st. Ben asked for clarification on the Battle Creek Community Foundation (BCCF) funds...why payments to them for Minority Health Partnership are lower than budgeted. The payments will show up in the September statements; we had been waiting until our relationship with MHP was clarified before paying BCCF for this year's contractual services for MHP. Jean asked if we need to establish a fund for resignations and terminations. Greg clarified that often when an employee resigns or is terminated, his/her payoff will be offset by the savings from the position remaining unfilled. All in favor. Accepted.

OTHER BUSINESS

Ted summarized a sewage disposal permit denial to be appealed on October 18, 2004. Ted summarized that we did approve a permit for lot no. 2, however, denied for lot no. 1. Lot no 1 is the lowest spot within the area. There is a consultant's review included in the packet that virtually agrees with the EH assessment. Ted asked if the BOH could review prior to the appeal scheduled for October 18, 2004. George asked if you had two homes on these various lots, is it legal to run one septic system for two homes. Ted does not believe that that you could put two systems on one lot. Ted does not believe there is adequate space on lot 2 for two septic systems. Copy the article from the Grand Rapids press for the BOH.

BOARD BUSINESS

Update on the Nursing Clinic Advisory Council (NCAC). Included in your packet is a statement the advisory counsel developed outlining their purpose and goals. Larry summarized the NCAC process in developing this statement. These fit into the Federal requirements. Regular reports (minutes) from the NCAC meetings will be included in the BOH packets. Open for motion to accept the NCAC goals and purpose. Ben moved. George supported. Jeff asked if we could revise the NCAC to indicate regular reports to be at least quarterly. All in favor. Approved.

Bylaws have not been revised. Heidi and Larry met with the BOC last Thursday. Our budget was approved. Ben commented and was adopted unanimously.

Executive Limitations 1. Global Executive Constraint policy review. The purpose of the review is to remind everyone of the policy and approve and/or revise as is. Larry also asked for monitoring reports, either internally or externally. George stated that the Limitations Policy is fine as stated.

Governance Process 1. Global Governance Commitment policy review. George asked for a revision to read "is to ensure that the Calhoun County...". All in favor.

Board Management Linkage 1. Global Governance-Management Connection Policy. George suggested that the word "sole" be removed. All in favor.

We will have a revised calendar for policy review.

Meeting adjourned at 9:55 a.m.