

Calhoun County Board of Health
Monday, January 23, 2006

Meeting Minutes

Board of Health

Larry Anderson
Rick Tsoumas
Ben Miller
Jeff Mitchell
Ken Ponds

Health Department

Dottie-Kay Bowersox
Ted Havens
Brigette Reichenbaugh
Mike Waite

Calhoun County

Jim Latham
Greg Purcell

Guest

William Schroer

Absent

Byron McDonald

Anderson called the meeting to order at 8:05 a.m. Anderson welcomed Tsoumas. Motion for approval of the agenda. Mitchell moved. Ponds seconded. Anderson revised the board vacancy item to include election of vice chair. All in favor.

Consent Agenda

Anderson motioned for approval of the consent agenda removing Resolution 2-2006 for further discussion. Mitchell moved. Ponds supported. All in favor.

Resolution 2-2006: Mitchell supports the contract and service, but asked:

- 1) Who determines what services are provided and that these services are the best to be provided; and 2) Why does Battle Creek Public Schools contribute so little?
 - Bowersox stated the services provided are mandated by the contract. Miller and Ponds stated that the school system does not have the additional funds to support as in the past.
- Miller asked about the Nurse Practitioner position at the Student Health Center (SHC).
 - Bowersox stated that it was posted four times since April 2005. We received several resumes, all were contacted and/or interviewed. All but one declined or was determined the individual was not what we were looking for. The position currently is a 34 hours/week position. As a part-time position, the benefit costs to the employee are approximately 35% of the county cost (~\$250). We are considering contracting the Nurse Practitioner (NP) position or reformatting the NP position to a full-time position to include Fetal Infant Mortality Review (FIMR).
- Miller requested a listing of the FTEs of each position at the SHC and the NPs at the Nursing Clinic (NCBC), within the Breast and Cervical Cancer Control (BCCCP) program, and Family Planning (FP) program.

- Mitchell asked how attemptable does Bowersox see the program reallocated to the Family Health Center (FHC) or to the Battle Creek Health System (BCHS).
 - Bowersox stated that the majority of Health Centers within Michigan are programs within Federally Qualified Health Centers (FQHC) or health care systems. In response to a question regarding termination options if deemed necessary, Bowersox indicated that at any time we can terminate the contract.
 - What is the staffing impact if we were to move out of the Health Department?
 - Currently, one full-time nurse and one clerical person. The nurse could bump, and we received word that another school within Battle Creek has indicated a need for a nurse.
 - Mitchell clarified: At this time the Board of Health (BOH) approve and Bowersox will provide further recommendations at upcoming Board meetings.
- Anderson asked for approval of the Resolution. Mitchell moved. Ponds supported. All in favor.

Finance Officer's Report

Latham summarized the 2004-2005 year-end and December 2005 financials. Miller asked about family planning how did we make money on FP. Waite indicated that indirect costs are not allocated to this program and there is third party billing and fee collection.

Board Education and Discussion

The Board vacancy was deferred by the BOC until February 2, 2006. Anderson asked for a Vice Chair nomination. Miller nominated Dr. Jeff Mitchell. Ponds supported. Anderson asked for other nominations. Ponds asked that nominations be closed. All in favor.

Nursing Clinic Advisory Council representation. Anderson previously served, however, due to the new meeting date is unable to fulfill the commitment. Anderson asked for volunteers. Mitchell asked to check his calendar and he will confirm.

Health Officer's Report

Breast and Cervical Cancer Control Program

Bowersox added the Breast and Cervical Cancer Control Program (BCCCP) to the report. The Health Department (HD) was notified by the State last week of reduced BCCCP funding. All funding will be expended by April 1, 2006. Bowersox will present a recommendation at the February 2006 meeting. There are several avenues that the HD will look into and include in the February report.

Waite explained the funding of the program. Last fiscal year, we exceeded our State approved caseload (509) by 133 totaling 642. In the past the State reimbursed the HD for any excess clients (over the 509). This year the State reduced their funding by the 133 clients. As a result of this, we will reach our State caseload by April 2006. The BCCCP clients are between age 40-62 with limited insurance (insurance does not pick up pap smears or mammograms). There is some third-party billing involved. Our current caseload is 56%. Waite stated that we want to continue the service within the community and make this process as smooth as possible for clients.

Miller asked for a cost estimate what it would be to continue through September 2006. What would it cost to serve the returning clients, no new customers.

- Mitchell asked what Waite thinks makes the program successful.
 - Staff follow up, case manager outreach and follow up with clients, and clients are very complimentary of the Nurse Practitioner. The staff “has it down”.
- Tsoumas asked if the HD could continue or train the FHC staff in outreach for BCCCP.
 - Mike stated that yes the HD could train FHC staff.
- Mitchell suggested contacting the women’s physician group (Teresa Myers, Chair).
- Tsoumas asked for HD and county results statistics.
- Ponds asked what the number of clients are from Marshall/Albion (East County).
 - Waite stated we see approximately six per month at the Albion HD.

W.J.Schroer Presentation

Bowersox provided an overview of Schroer’s mission for the HD. Mr. Schroer’s services are being donated through an agency within the community. No outside costs. Tsoumas stated that this is a great opportunity to put some business sense in the Health Department.

- Anderson asked Schroer about the principal staff members involved.
 - Mary Jean Silver and himself.
- Ponds asked if there is an extended benefit for the county.
 - Within the framework of the HD survey that will be completed, county-provided services will also be included. Purcell stated that the county would like to piggy back on this survey, particularly to include senior services. Bowersox will share information received with other county department heads. The process has begun. Schroer stated that he would like to set a retreat date approximately in April 2006. After that he will provide a fact book about the HD that includes services, cost, and data. The framework for the retreat will be obtaining facts for development of a HD guide. The project will be completed within six to eight months. The contract is between W.J.Schroer and the donor. Anderson motioned for support of the HD to proceed. Mitchell moved. Tsoumas seconded.

Motion for adjournment. Tsoumas moved. Meeting adjourned at 9:22 a.m.