

**Calhoun County Board of Health
Monday, March 20, 2006**

Meeting Minutes

<u>Board of Health</u>		<u>Health Department</u>
Larry Anderson Dr. Jeff Mitchell Kathy Foerster Byron McDonald Ben Miller Ken Ponds Rick Tsoumas		Dottie-Kay Bowersox Ted Havens Brigette Reichenbaugh Mike Waite Tim Wanner
<u>Calhoun County</u>		
Jim Latham Nancy Mullett Greg Purcell		

Anderson called the meeting to order at 8:00 a.m. Motioned for approval of the agenda. Dr. Mitchell added discussion of an attendance matrix handout to the agenda. Anderson asked for introductions.

Tobacco Reduction Coalition Presentation

Tim Wanner introduced the coalition members and students working on a campaign for smoke-free air in Calhoun County.

- Kim Tanner, Athens, EXPAND Youth Group
- Kathy Bloch, Lakeview School, Drug Resistance Team
- Carol Meyer-Niedzwiecki, Substance Abuse Council
- Carmelia Hawkins, Albion, Tobacco Student Coalition
- Sandy Hood, Counselor, Albion Washington Gardner Middle School

Purcell summarized the County's smoke free policy and the 25' non-smoking area outside of County buildings. Kathy Bloch stated that there are 13 states considered smoke free and the students in Lakeview, when asked annually, are 100% supportive of smoke free air. Anderson moved support. Dr. Mitchell supported. Miller stated that he would vote the resolution down but he encourages these groups and youths to continue with their goal. He suggested that the groups speak to individual restaurant owners. Once one restaurant implements a smoke free policy, review their attendance and customer satisfaction over a period of time. If attendance and customer satisfaction increases, use as an example.

The Tobacco Reduction Coalition is asking for the State Legislature to remove a preemption permitting local units of government to adopt policy. The County can not set the policy for the entire county. It was suggested that the group go to city. Anderson, Ponds, Dr. Mitchell,

McDonald, Foerster, and Tsoumas voted yes. Miller voted no. April 18th at 7:00 p.m. present to the BOC.

Miller motioned that agenda items seven and eight be moved ahead of the consent agenda and finance officer's report. Approved.

BOARD EDUCATION AND DISCUSSION

The money for the BOH governance meeting and strategic planning retreat (April 17, 2006 and April 21, 2006) was donated by Summit Pointe. The survey and strategic planning was donated by Summit Pointe. Anderson stated that he plans to arrive late on April 21st due to a prior meeting.

HEALTH OFFICER'S REPORT

Breast and Cervical Cancer Control Program (BCCCP): The Komen Foundation has approved a grant of \$12,500. Due to the significance of this grant, Bowersox will speak with Kalamazoo County about coordinating the BCCCP program. The Family Health Center (FHC) would like to be the primary screener in Calhoun County; however, they do not want to perform the case management piece. The Komen Grant provides funding for the First Look program that serves women 39 and under. Mike stated that the Komen is breast only and serves 40 – 60 women per year. The FHC has the efficiencies and care prospective to provide an entire range of services that we can't offer here. The operational efficiency of the FHC can be cross used in other departments and programs. Miller is concerned with the location of the service performed. Waite stated that only the screening is done here and the other services are referred out. The FHC in Albion will also see current CCPHD Albion clients. Tsoumas stated that the FHC offers the high level of care as a patient seen by a paying/insured client. Foerster stated that we are moving the services out to a one stop shopping facility and will balance fiscally. Waite gave a background as to why the program funding was reduced. What level of service to provide? Where do you want to provide? What are we going to do in 2007? Dr. Mitchell asked what the cost of the basic screen is... Waite stated the basic screen is approximately \$130. The state will not serve those age 40 - 49 because of the state's revisions to the program. If FHC says no, then we will look at individual programs. Ponds asked about the testing of women age 40-49 and serving them. The word at the State level is that will cut the program. Would be helpful to see the age incidence for Calhoun County.

Miller asked about the coordinator position for the Health Partnership. McDonald would like to see her resume. Tsoumas stated that he spoke with several individuals of color within the community about the potential hiring of a non-minority coordinator for the program. The question remains about the increase in salary to a non-minority recommended candidate.

No updates to the Adolescent Health Center at this time.

The community water supply: Ted summarized. The State recognized Tetrault and his outstanding performance within this program. Dr. Mitchell asked for formal recognition, potentially an article in the paper.

Tsoumas asked for an update on the Nursing Clinic of Battle Creek (NCBC) and their evaluation (specifically Amy Latham's report to the Nursing Clinic Advisory Council (NCAC). The BOH would like to see.

Anderson motioned for support of the consent agenda. Foerster moved. Mitchell supported. The approval is subject to review of the Healthy Community Access Program (HCAP) contracts. All in favor of the consent agenda.

Mac asked how much money we saved on the vacant finance officer position. With salary and benefits we have saved about \$10,000...based on fringe \$67,000 and current salary of contractors. Tsoumas asked for a month-by-month budget of where we are and where we should be. He would also like to see an explanation of why we are over/under currently.

ATTENDANCE

According to the bylaws Article III, Section 7 *"The Board member shall recommend for removal of any member who has excessive absences. Excessive absence means two or more unexcused absences within one year. Unexcused is defined as not providing notice of absence before the Board meeting. The Board of Commissioners shall decide whether to remove the member."* Dr. Mitchell stated why he asked for this summary. MacDonald stated that he was on his way in February but due to icy roads, he turned around and went back. In January he was out to a funeral. Mac was not aware that board members have the option to call in. Reichenbaugh to provide the telephone numbers on each future agenda. Tsoumas stated most other boards allow for teleconference Board meetings due to Board member volunteer status and other business. Foerster stated that at one time we need to add videoconferencing, internet, etc. Mullett stated that governmental entities are different. Mullett suggested that a quorum is present prior to allowing teleconference. Mullett suggested that the quorum be revisited. Tsoumas asked Mullett to look into how we can make this work to encourage your board members to attend. Dr. Mitchell stated that we need to determine how many should be in the room and what level of technology is available in order to hear. Purcell found that Board rules do not allow telephonic communications.

McDonald asked if Mullett would look into role call votes.

Dr. Mitchell stated that he does not feel right about changing the agenda due to someone's personal needs. We will stick to the discussion item and order of the agenda. Dr. Mitchell also asked how we get to a change in meeting format -- exchange of information versus 1,000 questions. Assisting staff know what information is expected of staff. Add the mission statement to the agenda.

Ponds suggested the Health Officer's report to the beginning of the meeting.

Meeting adjourned 9:55 a.m.