

## Board of Health Meeting Minutes

Monday, November 19, 2007

### ATTENDEES

Board of Health	Health Department
Larry Anderson, Chair Dr. Jeffrey Mitchell, Vice Chair Kathy Forester Ken Ponds Eusebio Solis Richard Tsoumas	Vivian Holdcraft
County Administration	Other
Greg Purcell Nancy Mullett	Elizabeth Huff, Battle Creek Enquirer
Absent	
Byron McDonald	

Meeting called to order at 8:03. Anderson requested that the Health Officer Evaluation Policy and Process be removed from the agenda as it is not ready. Solis moved for approval of agenda with changes. Mitchell seconded. All approved.

Mitchell moved for approval of October 15, 2007 minutes. Forester approved. All approved.

Health Officer Report –Mullett asked members to review the information and asked if anyone had questions. Solis had a question regarding the 1,200 doses of flu vaccine. Solis stated that he received several phone calls from citizens stating they called the Albion Health Department and told there was no flu vaccine and to call their county commissioner. Mullett informed members that flu vaccine is available in Albion and will have someone follow up. Purcell stated that this happened last year and he is very concerned that incorrect information is going out to the public. He also stated that next week is National Flu week and would like to see some Public Service Announcements regarding flu vaccine availability.

Anderson asked Mitchell about the mandatory flu vaccine for clinical staff at BCHS. Mitchell reported that in local hospitals it is mandatory for clinical staff to have flu vaccine. Mullett reported that 97% of Health Department staff received the flu vaccine.

Financial Reports – Anderson asked members to review the Financial Summary in the Board packet. Tsoumas asked if this was just for the first month of the fiscal year. Purcell explained that it was actual expenditures for the first month with actual budget for

the year. Anderson stated that at the December meeting there should be an actual year end (for the last fiscal year) available.

New Board appointments – Anderson reported that two member terms expire on December 31, 2007 (Ken Ponds and Byron McDonald). He suggested a nominating committee for new appointments or reappointment to the BOH and that the positions have been posted and advertised in the paper. Anderson asked if Forester and Mitchell would be on the committee. Both agreed. Forester will chair the committee. Anderson will write a charge and get any other information needed from Brigitte and Mary Lou and forward to both.

It was asked if the bylaws had been approved by the commissioners. Purcell stated that they are on the agenda for the December 6, 2007 meeting.

Purcell asked that final Board appointments be completed for the next BOH meeting and then presented at the December 20, 2007 commissioners meeting. Tsoumas suggested that we look into more minority representation.

Budget Committee Appointments – Anderson stated that the budget needs to be looked at long range along with the next fiscal year. Anderson would like to see the budget presentation done differently, more programmatic instead of dollars and cents. BOH still has concerns regarding the use of fund balance instead of having a balanced budget. Anderson predicts a long range decline of funding from the state in the next 5 to 7 years and the health department needs to look at where it is going. Do we need to look into becoming regionalized? Discussion regarding keeping open doors for working with other counties.

Anderson asked members to sit on this committee – Solis, Tsoumas, and Mitchell. Anderson will talk with Tsoumas and Mitchell about chairing. Also on the committee – Dottie-Kay, John Eva, and Greg Purcell. Anderson will write a charge along with a budget calendar and send to committee members. Primary focus needs to be on next year's budget. Purcell stated that the budget needs to be done earlier. Fees need to be looked at as some were doubling while others only went up slightly. Tsoumas asked the target date for the budget to be completed. Purcell indicated the budget should go to the 2<sup>nd</sup> August commissioner meeting and very latest the first meeting of September.

Mullett stated that she received notice from an attorney that someone had left the Health Department – TB Association as beneficiary. She stated she had contacted the attorney and is awaiting a reply. Currently the estate is in probate so she has no idea what amount of money is involved. She will report back to the BOH when she has more information.

Next meeting the nominating and evaluation committees need to report to the BOH.

Mitchell moved adjournment. Forester seconded. At 8:32 am.