

Board of Health Meeting Minutes

Monday, January 28, 2008

ATTENDEES		
Board of Health		Health Department
Larry Anderson Kathy Forester Dr. K., Ken Ponds Eusebio Solis Richard Tsoumas		Dottie-Kay Bowersox John Eva Vivian Holdcraft Paul Makoski Mike Waite
County Administration		Other
Nancy Mullett Greg Purcell		Elizabeth Huff
Absent		
Dr. Jeffrey Mitchell, Chair (Excused)		

Anderson called the meeting to order at 8:05 beginning with introductions. Anderson requested that agenda item 8, Health Officer Evaluation Process, be pulled from the agenda. Reschedule for February. Solis moved approval of agenda with the revision. Ponds seconded. All approved.

Environmental Health Presentation

Makoski presented on behalf of the Environmental Health Department. Ponds asked if the classes are required, which Makoski stated that one staff person must be certified. Foerster questions the Department of Human Services (DHS) inspections and asked for clarification; Makoski explained the state contract. Anderson asked about Foster Care Homes; Makoski thinks inspections will increase in the future. Solis asked if there is a training budget line item. Bowersox explained that state trainings are low or no cost. Tsoumas asked if CCPHD fees are low in comparison to others. Anderson asked if there are any changes expected in the future. Makoski thinks we will spend more time at restaurants who prepare their own food and less at fast food establishments. Makoski explained that the food code has many changes and due to the revisions, he would like to conduct an educational session at each future restaurant visit. Currently, a medium sized establishment inspection takes approximately 1.5 hours. Tsoumas asked what is Calhoun County's outbreak history and risk factor. Makoski said CCPHD follows CDC guidelines for the five high risk outbreaks. Makoski handed out the CDC foodborne illness risk factors. Ponds asked what happens if someone calls in a complaint; Makoski stated

CCPHD follows up within 24 hours. Karamchandani asked when CCPHD recommends an establishment to be shut down; Makoski explained the procedure.

Consent Agenda

Purcell asked that the minutes be changed under the Budget Committee to reflect “Purcell is not supportive of a multi-year fee increase.” Ponds moved to approve with changes. Solis seconded. All in favor

Financial Report

Eva presented the budget. Solis asked if additional flu vaccine expenses or revenue can be expected for this year. Bowersox and Eva explained the ordering process for flu. Tsoumas explained that BCHS also has an over abundance. Purcell referred to the WMU flu outbreak and asked if that would increase shots. Consensus was no. Discussion held regarding the flu vaccine distributed to doctor’s offices. Bowersox stated that flu vaccine for 2008 needs to be ordered within the next two weeks. She also stated that she has been looking into contracting flu vaccine administration or offering a voucher program. Solis stated that BOH members should discuss this and decide what direction CCPHD should go before this decision is made. Ponds voiced his concern with potential outsourcing flu vaccine. Tsoumas asked if there is anyway CCPHD can provide special clinics in the community. Bowersox and Anderson explained that LifeSpan already does this. Other than 68 doses and VFC, CCPHD’s flu vaccine is gone. BOH requested a five year graph of flu vaccine ordered and shots administered. Tsoumas stated that clients should see their primary care provider first and CCPHD should see people who don’t have primary care, serve as a “last resort.” Bowersox explained the most significant budget change is the revision in central cost services. Tsoumas asked for the projected fund balance amount. Purcell, Bowersox, and Eva answered. Motion to approve by Tsoumas, seconded by Foerster. All approved.

Health Officer Report

Bowersox explained that CCPHD is going through accreditation the week of March 3rd. Bowersox stated that beginning January 1, 2009 CCPHD will begin tattoo parlor inspections (unfunded mandate). The State of Michigan has compliance factors to follow. Discussion of the Clean Indoor Regulation.

Bowersox explained the history of the Teen Pregnancy Prevention Partnership (TP3) and the grant we could apply for. After much discussion it was decided by the BOH that CCPHD should apply for TP3 monies. Tsoumas stated that by not applying he feels CCPHD would be abandoning the leadership role. Purcell agreed.

Board Report

BOH elections – Anderson explained the chair is for two years and vice chair for one year. Anderson stated his interest to resign as chair. Tsoumas nominated Mitchell for

chair, Karamchandani and Ponds support. Motion for election of Mitchell for chair, all in favor.

Solis nominated Tsoumas for vice chair, support from Foerster. Tsoumas agreed to nomination. Motion for election of Tsoumas to vice chair, all in favor.

Tsoumas commented that he is confused regarding strategic planning; he feels he never saw a complete CCPHD plan. After discussion, agreement was reached that a formal complete CCPHD organizational strategic plan was not completed in 2006. The WJSchroer Co. was hired to facilitate the process of the strategic plan including the fact book, strategic planning retreat, and facilitator training for task force and develop one-year tactical plans for long-range objectives. In January 2006, Bill Schroer presented the plan to the BOH, WJSchroer's mission process for CCPHD. Once accreditation is completed, CCPHD will move forward with organizational strategic planning.

Foerster would like to offer a special thanks to Brigette Reichenbaugh for all her effort.

Motion to adjourn by Tsoumas at 9:56, Solis seconded.

Meeting adjourned.