



Public Health

Delta & Menominee Counties



Board of Health Meeting

Delta County Boardroom
Escanaba, MI

Meeting Minutes

Tuesday, March 14, 2023

Board Members Present

Tom Trudgeon

Larry Johnson

Jeff Carlson

Steven Viau

John Malnar

Board Members Absent

Ray Schebel

Public Health Staff

Mike Snyder, Health Officer/Administrator

Dr. Robert Yin, Medical Director

Lynn Woelffer, Director of Finance

Erin Kiraly, Health Educator

Emily Franks, Clerical Supervisor

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on March 14, 2023. The meeting was called to order at 1:00 p.m. EDT by Chairman Trudgeon. Roll call was taken by the Clerical Supervisor and is recorded above.

2. Approval of Agenda

Mr. Malnar moved the March 14, 2023 agenda be approved. Motion was supported by Mr. Johnson and carried unanimously.

3. **Public Comment**

No public comment.

4. **Approval of February 7, 2023 Minutes**

Mr. Johnson moved the February 7, 2023 minutes be approved. Motion was supported by Mr. Malnar and carried unanimously.

5. **Upper Peninsula Lead Abatement Program**

Ms. Kiraly gave a presentation on the Lead Abatement Program. Questions were answered by Ms. Kiraly.

6. **Personnel Committee**

a. **Lead Coordinator Position**

PHDM was approached by MDHHS to house the LEAD Coordinator position for the LEAD Abatement grant. Ms. Kiraly would transfer into the Lead Coordinator position, with funding from MDS CAA PHDM would look to hire a new Health Educator. Questions were answered by Mr. Snyder.

Mr. Malnar moved the Lead Coordinator Position be approved. Motion was supported by Mr. Johnson and carried unanimously.

7. **Finance Committee**

a. **American Express Statements**

The Finance Committee gave an overview of the October-January American Express Statements.

Mr. Carlson moved the American Express Statements be acknowledged and placed on file. Motion was supported by Mr. Viau and carried unanimously.

b. **FY23 First Quarter Report**

The Finance Committee gave an overview of the FY23 First Quarter Report.

Mr. Viau moved the FY23 First Quarter Report be acknowledged and placed on file. Motion was supported by Mr. Malnar and carried unanimously.

8. **PHDM Internal Financial Controls**

Ms. Woelffer presented information on PHDM's Internal Control procedures. Board of Health members received an Identification of Fraud questionnaire from Anderson Tackman & Company as part of the annual audit. Ms. Woelffer provided background and information relating to the questionnaire and answered questions from Board Members.

9. **MERS Quarterly and Annual Statements**

Mr. Snyder gave an overview of the MERS 4th Quarter 2022 and 2022 Annual Statements.

Mr. Malnar moved the MERS Quarterly and Annual Statements be acknowledged and placed on file. Motion was supported by Mr. Johnson and carried unanimously.

10. Review and Approval of February Check Register

The Board of Health reviewed the February Check Register. Questions were answered by Mr. Snyder and Ms. Woelffer.

Mr. Viau moved the February Check Register be acknowledged and placed on file. Motion was supported by Mr. Carlson and carried unanimously.

11. Medical Director's Report

Dr. Robert Yin reported:

- COVID – Numbers seem to be on the rise. Possible under reporting for positive COVID cases due to at home tests.
- Monkey Pox – 398 cases in Michigan. None in the U.P.
- Avian Flu – Report of outbreak in a backyard poultry flock in Eaton County.
- Blastomycosis – Dr. Yin gave an overview of a fungal infection called Blastomycosis. He presented the causes, symptoms, and treatment. PHDM is investigating an outbreak with MDHHS and Billerud papermill in Escanaba.

12. Health Officer's Report

Mr. Snyder reported:

- PHDM is working towards the Child and Adolescent Health Clinic (CAHC) which will be located at Bay College. PHDM has received a planning grant. Mr. Snyder and Ms. Polley recently attended a meeting in Lansing regarding CAHC requirements and also toured three CAHC's in the U.P.
- No new information from Representative Skaggs regarding the state-wide Sanitary Code.
- PHDM's All Staff Meeting will be held Thursday, March 16th at the Island Resort and Casino. BOH members are welcome to join.
- A meeting was held on March 10, 2023 with the MDHHS. MDHHS is pulling their MCIR contracts with all health departments in Michigan. MCIR contracts will be moving to The Michigan Public Health Institute. MCIR will no longer be housed by the health departments as of October 1, 2023.
- Mr. Snyder asked BOH members to read the Facebook post in the back of the BOH packet. PHDM nurse, Alex Clark, RN, was recognized for going above and beyond and helping out a CSHCS/WIC family with getting a "Cozeecoo".

13. Public Comment (Three Minutes Maximum)

No public comment.

14. Board Member Comments:

No Board Member comments.

15. **Adjournment**

There being no further business, Mr. Malnar made a motion to adjourn the meeting at 3:02 p.m. EDT. Motion was supported by Mr. Johnson and carried unanimously.



Chairperson

:ef