

DISTRICT HEALTH DEPARTMENT NO. 2
BOARD OF HEALTH MEETING
District Health Department No. 2 – Multi Media Room Lower Level
January 11, 2010 8:30 a.m.

ROLL CALL OF BOARD MEMBERS: Mike Hunt, John Moehring, Patricia Schmidt, Beverly Scott, Joe Stone, Bill Thompson, Kathleen Vichunas, John West

STAFF PRESENT: Debra Baumann, Public Health Director; Lynnette Benjamin, Health Officer; Dr. Russell Bush, Medical Director; Doug Getty, EH Director; Debra Pelton, Finance Director; Linda Rich, Home Health Director; Bonnie Klann, Connie Stasiak, Norma Pennington

PUBLIC PRESENT: Eric Young, Ogemaw County Herald

The meeting was called to order by Mike Hunt at 8:45 a.m.

Open to Public: No Public Comments

Election of Board of Health Officers

Motion was made by John West and seconded by William Thompson to nominate John Moehring as Chair on the Board of Health. Beverly Scott made motion to elect John Moehring as Chair and that nomination be closed and an unanimous ballot cast.

Roll Call: All Ayes

Motion Passed

Motion made by Mike Hunt and seconded by John Moehring to nominate John West as Vice-Chair on the Board of Health. Beverly Scott made motion to elect John West as Vice-Chair and that nomination be closed and an unanimous ballot cast.

Roll Call: All Ayes

Motion Passed

Finance/Personnel Committee: Chairman John Moehring appointed the following members to the Finance/Personnel Committee: John Moehring, Mike Hunt, Beverly Scott, William Thompson

Next Meeting for the Finance/Personnel Committee will be Monday, January 25, 2010, 9:00 a.m., Multimedia Room, West Branch Office to discuss Clerical Support

Program Committee: Chairman John Moehring appointed the following members to the Program Committee: John West, Kathleen Vichunas, Joe Stone, Patricia Schmidt.

Next Meeting for the Program Committee will be Monday, January 25, 2010, 12:30 p.m., Multimedia room, West Branch Office.

Home Health Advisory Committee: Chairman John Moehring appointed the following member to replace Jeff Matthews on the Home Health Advisory Committee: Patricia Schmidt.

Next Meeting for Home Health Advisory Committee will be, Monday, January 25, 2010, 2:00 p.m., Multimedia Room, West Branch Office

Water Supply Advisory Committee

Motion made by Beverly Scott and seconded by Mike Hunt to have Ms. Scott replace Jeff Matthews, Bill Thompson as an alternate replacing Kevin Boyat and Jeff Matthews is nominated by Special Appointment in addition to the other recommendations made by staff.

All Ayes
Motion Passed

Clerical Support Study Committee: Ms. Benjamin noted the following groups will meet with the Finance/Personnel Committee in regards to the Clerical Support Study: Management and Union President or Alternate.

Agenda Add On: The following item was added to the agenda: New Business: Insurance Rates/Layoff Request.

Motion made by Mike Hunt and seconded by Patricia Schmidt to add Insurance Rates/Layoff request to Agenda.

Roll Call: All Ayes
Motion Passed

Consent Agenda

Motion made by Beverly Scott and seconded by Trish Schmidt to accept the minutes from the December 21, 2009 Board of Health minutes and expenditures as presented.

Roll Call: William Thompson: Yes, Kathleen Vichunas: Yes, Patricia Schmidt: Yes, John Moehring: Yes, Beverly Scott: Yes, John West: Yes, Joe Stone: Yes, Mike Hunt: Yes.
Motion Passed

Closed Session

Motion made by Mike Hunt and seconded by Patricia Schmidt to go into closed Session in regards to the Performance Review of Health Officer.

Roll Call: William Thompson: Yes, Kathleen Vichunas: Yes, Patricia Schmidt: Yes, John Moehring: Yes, Beverly Scott: Yes, John West: Yes, Joe Stone: Yes, Mike Hunt: Yes.

Motion Passed

Motion made by Joe Stone and seconded by Mike Hunt to come out of Closed Session.

Roll Call: William Thompson: Yes, Kathleen Vichunas: Yes, Patricia Schmidt: Yes, John Moehring: Yes, Beverly Scott: Yes, John West: Yes, Joe Stone: Yes, Mike Hunt: Yes.

Motion Passed

Motion made by Mike Hunt and seconded by William Thompson to accept the recommendation that was made in Closed Session.

Roll Call: William Thompson: Yes, Kathleen Vichunas: Yes, Patricia Schmidt: Yes, John Moehring: Yes, Beverly Scott: Yes, John West: Yes, Joe Stone: Yes, Mike Hunt: Yes.

Motion Passed

Department Reports:

It was asked by the Board what was the \$250,000 shortfall in regards to the Family Matters Program was about. Deb Pelton spoke before the Board regarding this matter. The expenses that went away with the Family Matters Program were: Travel, training, printing, postage, office supplies. About the only item that would not go away are rent/utilities. Ms. Pelton would like to have a revised budget for the Board at the next meeting.

Ms. Pelton was asked about DHD2's current finances. She noted that this is the time of year when our cash balance runs extremely low. It was asked if we were withholding any bills and Ms. Pelton noted that we had sorted bills and had not paid some of the bills on our last round of payables. It was also asked if DHD2 had enough money for our payroll and Ms. Pelton noted yes, that is why we held some of our payables to ensure we had enough for payroll.

New Business

Environmental Health Staffing: Doug Getty recommended the Board of Health consider additional staffing for Environmental Health Division during warm weather months. There was a need due to the lay off of a sanitarian in Mio and EH staff were not

able to assimilate all of the duties. Mr. Getty stated this request was for a study session only. EH staff recommended they work overtime instead of hiring a part time person. Currently there is a “no overtime” policy unless it is provided for in the Beach Grant. They would increase their hours from 37.5 to 40 hours a weeks for a certain number of weeks, mostly in ware weather months. Any hours over 40 hours could be set aside as banked comp time. Mr. Getty suggested some fee increases could cover the overtime. Overtime would be about 200-300 hours. John West said this would have to be brought before the Program Committee. Beverly Scott asked Bonnie Klann, Union President, if there was anything in the union contract to be against this. Ms. Klann replied no. Mr. Getty feels this would go into effect around April. It was recommended that Mr. Getty work on this and perhaps bring it to the Program Committee at the next Board Meeting.

Lay-Off Request: Ms. Benjamin brought before the Board that an employee, who is expecting a child, would like to have a six (6) week voluntary layoff to coincide with her Family Medical Leave. Ms. Benjamin didn’t feel this was a good idea due to the fact that it would not benefit DHD2 and layoffs should be at the discretion of the department. Ms. Benjamin felt a policy should be enacted that layoffs could not be used for maternity leave.

Motion made by Joe Stone and seconded by Mike Hunt to deny request for voluntary layoff for maternity leave.

Roll Call: William Thompson: Yes, Kathleen Vichunas: Yes, Patricia Schmidt: Yes, John Moehring: Yes, Beverly Scott: Yes, John West: Yes, Joe Stone: Yes, Mike Hunt: Yes.

Motion Passed

Insurance Rates/Layoff Request: Union President, Bonnie Klann, presented to the Board that to offset the increase in employees insurance rates, all employees would take a one (1) week layoff, which would equal a savings of about \$48,000. So far the response from the union has been favorable with the majority wanting the layoff. One of the concerns by the Board was what effect would it have on DHD2 services. Ms. Benjamin concurred that her reservations were around meeting caseload and serving clients and that it was suggested to her that shutting the entire office down for a week during a slow time might be more plausible solution. The Board did not look favorably on that solution.

Motion made by Joe Stone and seconded by Patricia Schmidt to accept recommendation for one (1) week lay off for all employees with details to be worked out by DHD2 to satisfy the \$48,000 increase in insurance rates.

Roll Call: William Thompson: Yes, Kathleen Vichunas: Yes, Patricia Schmidt: Yes, John Moehring: Yes, Beverly Scott: Yes, John West: Yes, Joe Stone: Yes, Mike Hunt: Yes.

Motion Passed

Commissioner’s Comments: Mr. Hunt brought up the problem of BOH members and others trying to get call someone in the Health Department and not being able to get through. All the callers are getting is an answering machine and no one ever calls them

back. It was asked of the Board that if they get any complaints to please let DHD2 know, in detail if possible,

Bill Review: Bills were reviewed by all Board Members

Adjournment: Meeting was adjourned at 11:15 a.m.