



**Calhoun County Board of Health
Meeting Minutes
April 17, 2017**

Board of Health

Nancy Mullett, Chairperson
Mary Jo Byrne, Vice-Chairperson
Steve Frisbie
Sheryl Mitchell

Health Department

Paul Makoski
Amanda Smith

County Administration

Kelli Scott
Michele Johnson

Absent

Michelle Datema, Acting Health Officer
Mark Crawford
Amy Davis
Rebecca Fleury

Meeting called to order

Mullett called the meeting to order at 8:04 am.

Agenda

Frisbie motioned for agenda approval. Byrne seconded. All in favor, motion passed.

Consent Agenda

Mitchell motioned for approval of the consent agenda. Frisbie seconded. All in favor, motion passed.

Public Comment

No public comment

Presentation

Makoski, Environmental Health Manager, presented an environmental health update. The presentation included:

- Plan review process
- Body art program
- Site evaluation program
- Waste water disposal program
- Household Hazardous Waste (HHW) program
- Water well program
- Pool inspection program
- Meth program
- Housing complaints

- Campground inspection program
- Recyclerama

- The question was asked at what level does the Local Health Department become involved in a housing complaint?
 - The health department becomes involved when there is a public health concern.
- The question was asked how does the City of Battle Creek and the Health Department work together to open a restaurant?
 - The Health Department reviews floor plans for proper storage, plumbing, etc. The City assesses the structure and is responsible for making sure the restaurant has proper ventilation, electrical, etc.
- What does the health department do when a restaurant has consistent violations?
 - According to administrative law, there are three steps. An office conference is scheduled first in effort to correct violations. If violations continue or are not corrected, an informal hearing is scheduled with discussion of revoking the restaurant's food license. Lastly, a formal hearing with the Board of Health is scheduled.
- At any time, a restaurant owner can request an appeal.

Finance

Johnson presented a finance update. The update included:

- Year-to-date revenue collection is trending higher than 2016
- All programs are operating within budget with the exception of the Fetal and Infant Mortality Review (FIMR) program
- Audited fund balance will be completed in the next couple of weeks
- Second interviews with two staff accountant candidates scheduled for today

Health Officer Report

Mullett presented the Health Officer Report. The report included:

- CCPHD will be presenting at the Superintendents meeting Friday, May 28, in efforts to increase the amount schools contribute to the School Wellness Program (SWP)
- Countywide legislative breakfast scheduled for June 16

Meeting adjourned at 9:09 a.m.

For a copy of the presentation or the Health Officer report, please contact Amanda Smith at 269-969-6477 or via email at asmith@calhouncountymi.gov