

**Ingham County Board of Health (BoH) meeting
Ingham County health Department – Conference Room C
Tuesday, December 6, 2011**

Minutes

In attendance for meeting: Dr. Maurice Reizen, Nancy Hayward, Molly Polverento, Denae Friedheim, Martha Adams, Dr. George Rowan, Dr. Christina Dokter, Mark Kieselbach, Dr. Nino Rodriguez, Dr. Nigel Paneth, Dr. Renée B. Canady, Jim Wilson, Rich Estill, Debbie Edokpolo and Wendy Duke-Littlejohn

The meeting was called to order by Dr. Reizen. Dr. Reizen called for additions/edit to minutes, it was noted that Dr. Dokter was present during the November meeting. Seeing no other changes the minutes were accepted as presented.

Additions to agenda – Dr. Rowan will update on NALBOH

Public comment – None

Transfer Chair position to Nancy Hayward – Dr. Reizen

Dr. Reizen decided it would be good form to turn this meeting over to Nancy as she will be taking over in January.

They have both met several times over the past few weeks to ensure a smooth transition. Dr. Reizen will continue as a board member. However, a motion and vote are required to move the positions of chair and vice chair pro tem.

Dr. Nino Rodriguez moved that the board accept the transfer of the chair position from Dr. Reizen to Nancy Hayward effective immediately. Dr. Nigel Paneth seconded the motion. The motion passed unanimously.

Following the vote there was brief discussion and an offer of gratitude and thanks given to Dr. Reizen for his previous role as board chair and for his continued service. The board presented him with an engraved gavel as a token of their appreciation.

The transfer of board chair approval resulted in the vice chair position becoming vacant. The next order of business is to take nominations for this position. Nominations will be tabled for consideration for a vote in January to allow members some thought on their own interest or to consider a fellow member. Molly Polverento gave a brief description of the duties.

Dr. Rodriguez moved to hold nominations to allow members an opportunity to think on it, but with the understanding interest and/or actual nominations must be submitted to the chair by December 16th to allow discussion and inclusion on the January meeting agenda. Dr. Christina Dokter seconded the motion. The motion passed unanimously.

Report on Foster Community Center meeting – Martha Adams

Martha read a prepared statement on the meeting. She indicated she was greatly surprised that due to the fact that the meeting was advertised in the local newspaper and community newspapers that there was no attendance from the community to voice their opinions on the topics that were presented on the agenda, especially surrounding the marijuana issue.

She ended with the encouragement that the board should consider continuing to go into the community, at least two meetings a year, and that this is the first attempt at engaging the community. She charged the board to give thought on how to better engage the community and what to do different.

Dr. Rowan suggested engaging Rex LaMore and John Melcher from MSU's Community Outreach as they have a great network of outreach. Other suggestions were to go/meet on MSU's campus, at the Hannah Community Center, the Marshall Armory or to consider even some rural area location such as Mason or Leslie. Should any of these locations be an option, a target date should be set so as to be more prepared to obtain a larger audience and engagement, such as March/April. Also, the topic of the meeting should absolutely center on that communities needs and/or current issues.

Specific invitations should also be sent, such as to the school principals, community leaders, etc. The board's goals and objectives should also be presented to these communities so they are aware of what we are about. Proper lead time would allow learning about the targeted community so as to go in as a partner instead of as an outsider.

April is Public Health Month, and it would be a good kick off to hold community based meetings. It was the consensus of the group to hold two meetings during 2012. The first should be held locally in April, and the second in October for an outer county area. A media plan should also be put in place as well. Dr. Canady volunteered to look at some issues in the outer counties that could help point to a location and report back to the board.

ICHD's Chief Information Officer assisted in the outreach and so will once again be asked to assist. In addition, members will be asked to personally invite several people and to send out to their channels and contacts information about the meetings. It was suggested that members go out and do mini presentations as to what the board is and does. Also have someone come in and help direct the board on how to set up an ongoing media plan.

Goals and objectives will be defined at upcoming meetings so as to be available to reach out to the community. Topics suggested to speak on would be obesity and infant mortality. Also, maybe touch on violence in the community as there was recently a community forum with surveys done for which Dr. Rowan will follow up on.

Chairperson role "Retirement" – Dr. Reizen

Dr. Reizen a letter he prepared in regards to his retirement. He reiterated that he is only retiring as chairperson but will continue as a member until the end of his term in 2013.

BoH webpage update – Nancy Hayward and Rich Estill

Nancy distributed the sign up list showing members' month assignment on reviewing the web page to make sure the site is up to date. Wendy Duke-Littlejohn will make sure minutes and agendas are posted monthly.

There is a did you know section on the webpage, that the member assigned to that month would be responsible for adding content to by contacting Rich by email (restill@ingham.org). There was discussion on how to proceed with keeping the community engaged via just updating a webpage or going more in-depth into the Facebook© arena. Rich and Christina will come back to future meetings to give a visual presentation on social media such as Facebook©, Twitter©, etc.

Due to shortness of time these two agenda items were tabled until January

Message from APHA President Linda Rae Murray, MD, MPH – Dr. Reizen

Dr. Reizen will update on the October conference, which over 150 people attended, in January. Molly Polverento will send members a link containing information from the event.

NALBOH update – Dr. Rowan

Dr. Rowan will update in January.

Public Health Update – Dr. Renée Canady

Renée's Top 5 – Dr. Canady listed the key areas that she will be giving her attention to, 1) Out county areas, 2) Relationship with Community Health Center operations, 3) Building capacity of health education and prevention, 4) Rebuild cadre of health analyst and 5) Build a culture of quality improvement and health equity and social justice.

MDCH meeting – ICHD received notification of a \$400,000 grant for a nurse family partnership to work with pregnant moms. It comes from the Affordable Care Act.

Asthma Prevention – ICHD's Medical Director of Community Health Centers will be focusing on this topic.

Cristo Rey Community Center – They are facing some serious financial hardships and ICHD will be looking at ways to help support the center. Dennis Swan convened a group to look at the north side and how to keep it sustained.

E-cigarettes – ICHD has banned the use of them in waiting rooms. This is a topic that will need some further looking into. It may be worth having Amy Moore come in and talk about. Also, need to keep up with the current push to add tobacco tax on the other tobacco products.

Occupancy Lansing – there were some issues raised on food preparation which Environmental Health has been staying on top off.

Medical Director – ICHD is still recruiting for this position, left vacant by Dr. Sienko's retirement.

U of M Reception – Molly shared flyers regarding a visit from Dean Filbert from U of M that is being held February 7th at Troppo's downtown Lansing.

Motion to adjourn the meeting was made by Dr. Rodriguez and seconded by Dr. Reizen.

Meeting adjourned.

Next Board of Health meeting – 12:00 p.m. on Tuesday, January 3, 2012 at the Ingham County Health Department located at 5303 S. Cedar Street in Lansing.