

**District Health Department No. 2  
Board of Health Meeting  
Video Conferencing  
Monday, February 22, 2021  
8:30 a.m.**

**ROLL CALL OF BOARD MEMBERS:** Dutcher, Gauthier, McCauley, O'Farrell, Small, Surbrook, Varner, Vaughn

**STAFF PRESENT:** Denise Bryan (Health Officer); Tim LeForce (Finance Administrator); Heather LeForce (Community Health Director/DON), Cori Upper (Emergency Preparedness Director), Devin Spivey (Community Health Director/Epi), Ron Corrigan (IT Analyst/Director), Jamie Pagels (Community Health Director), Dr. Mark Hamed (Medical Director), Cliff Church, (AFSCME Union President)

The meeting was called to order by Jay O'Farrell, Board Chair at 8:35 a.m.

**Approval of Agenda**

**Motion made by Dutcher and seconded by Varner to approve the agenda.**

All Ayes/Motion Passed

**Open to the Public:** No comments were made.

**Approval of Minutes**

**Motion made by Dutcher and seconded by Small to accept the minutes from the January 25, 2021 Board of Health meeting.**

All Ayes/Motion Passed

**Approval of Expenditures**

**Motion made by Dutcher and seconded by Vaughn to approve the January 20 – 31, 2021 expenditures of \$188,212.08.**

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn:

Yes/Motion Passed

**Motion made by Dutcher and seconded by Gauthier to approve the February 1 – 15, 2021 expenditures of \$108,745.86.**

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn:

Yes/Motion Passed

**Approval of Accounts Payables**

**Motion made by Dutcher and seconded by Surbrook to approve the accounts payable of \$93,976.89.**

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn:

Yes/Motion Passed

**Department Updates:**

**Community Chief Health Strategist**

- COVID Updates.
- Local hospitals, pharmacies and FQHC are also immunizing.
- Vulnerable populations outreach under way.
- PFAS RAB meeting occurred this month. Filters continue to be distributed to eligible residents.

**Financial Updates**

- Cash balance as of 2/12/21: \$1,738,532.92.
- New COVID Immunization Supplemental Grant: \$402,255.

**Continuous Quality Improvement**

**Old Business (None)**

## **New Business**

### **Environmental Health Sanitarian (New Position, Permanent)**

**Motion made by Varner and seconded by Dutcher to post one (1) full-time, permanent Grade 7 or if possible, Grade 8, Sanitarian position for Environmental Health.**

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/Motion Passed

### **Grade 4 Secretary (New Grade Position, Permanent, Grade 2 Position Goes Away, Clinic)**

**Motion made by Dutcher and seconded by Vaughn to post one (1) full-time, internal Grade 4 Secretary with a clinic focus.**

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/Motion Passed

### **Information Technology Manager (New Position, Permanent)**

**Motion made by Dutcher and seconded by Surbrook to approve the hiring of a full-time Information Technology Manager in a leadership role, to handle the day to day, help desk and miscellaneous IT issues.**

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/Motion Passed

### **Registered Nurse (Part-Time, Temporary, COVID grant funded)**

**Motion made by Dutcher and seconded by Gauthier to approve the hiring of part-time, temporary, Registered Nurse to assist with pandemic response, mas vaccination clinics and clinical coverage.**

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/Motion Passed

### **Commissioners Comments:**

- Dutcher: Is on the 911 Advisory Board. Arenac county is teaming with Iosco county, there will be a lot of savings.
- Gauthier: Waiting to hear from State if people who have already been vaccinated can visit nursing homes. Health Officer said everyone is waiting for LARA to update visitation rules.

### **Open to the Public:**

No comments were made.

### **Adjourned**

**Motion made by Dutcher and supported by Small to adjourn at 9:40 a.m.**

All Ayes/Motion Passed