

**District Health Department No. 2
Board of Health Meeting
Video Conferencing
Monday, July 26, 2021
8:30 a.m.**

ROLL CALL OF BOARD MEMBERS: Dutcher (Iosco), Gauthier (Alcona) McCauley (Oscoda), O'Farrell (Iosco), Small (Alcona), Surbrook (Ogemaw), Varner (Oscoda), Vaughn (Ogemaw)

STAFF PRESENT: Denise Bryan (Health Officer); Cliff Church, (AFSCME Union President); Val Sherosky (Administrative Assistant); Scott Izzo (Community Health Director/Epi), Tim LeForce (Finance Administrator), Devin Spivey (Community Health Director/Epi), Heather LeForce (Public Health Nurse), Cori Upper (Emergency Preparedness Director), Ron Corrigan (IT Director)

The meeting was called to order by Jay O'Farrell, Board Chair at 8:30 a.m.

Approval of Agenda

- **Motion made by McCauley and seconded by Small to approve the agenda.**
All Ayes/Motion Passed

Open to the Public:

- Gary Wnuk, Alcona County: Spoke about his family's recent deaths, and the struggle of not being able to travel to be together. Very tough times and expressed disappointment on how the pandemic response was handled.

Approval of Minutes

- **Motion made by Dutcher and seconded by Gauthier to accept the minutes from the June 28, 2021, Board of Health meeting with corrections.**
All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Varner and seconded by Dutcher to approve the expenditures of \$69,311.77.**
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 Small to approve the expenditures of \$242,764.57.**
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 Varner to approve the accounts payable of \$76,601.45.**
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-19 mobile unit pop-up clinics continue with low turn out
- COVID-19 vaccine inventory is high. Working with local partners and MDHHS for distribution.
- Back-to-school immunizations for students in full swing.
- Swine Flu (and other CD) prevention at local county fairs, providing hand washing stations and signage.
- WIC: Starting in-person services in August

Multiple Beach Advisories

- E. coli. Levels above 300 colonies per 100 ml
- Skidway Lake 7-16-21
- Hubbard Lake – Caledonia Township Park 7-16-21
- Harrisville State Park 7-21-21

Financial Updates

- Cash Balance as of 7-15-21 - \$2,963,280.52

Covid Funding

- COVID funding for FY 22
- COVID Immunizations - \$516,465
- COVID 19 Infection Prevention - \$45,000
- COVID 19 ELC - \$153,970
- This grant is a combined version of the many COVID grants we received FY21

Miscellaneous

- Empowering Youth Today (EYT) grant renewed - \$150,000
- \$80,974 in fee revenue ahead of last FY for Environmental Health.

Old Business: None

New Business

IT Position: Associates Degree

Motion made by Varner and second by Dutcher to approve posting of an IT position with an associate degree requirement or experience i.e., Military with IT background equivalency. Starting wage for salary exempt, non-union position is \$43,990.

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

Electronic Sign Policy

Motion made by Small and seconded by Vaughn to approve the presented Electronic Sign Use Policy.

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

Non-Paid Leave for Non-Probationary Employee

Motion made by Surbrook and seconded by Varner to approve a salary exempt employee who is ineligible for FMLA to continue on an unpaid leave of absence for the next fourteen (14) calendar days starting July 19, 2021. After the fourteen (14) days, the position will be filled. Employee would be responsible for paying their own insurance per the Management Charter.

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

Family Planning Cost Analysis Policy Amendment

Motion made by Dutcher and seconded by Varner to amend the Family Planning Cost Analysis Policy to require District Health Department No. 2 conduct a cost analysis biennially rather than annually as was previously written per guidance from Michigan Department of Health and Human Services.

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

Approval of Leadership Step Increases

Motion made by Dutcher and seconded by Small for approval of non-precedent setting step increase for four (4) Community Health Directors and one (1) Finance Administrator from current pay scale step to step 3 in lieu of the one thousand (\$1,000) dollar premium pay. This would become effective the first (1st) payroll in August – August 9, 2021.

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

Public Health Service Pay

Motion made by Varner and seconded by Dutcher to approve a one (1) time, non-precedent setting payment of one thousand dollars (\$1,000) for front line worker premium to each employee of District Health Department No. 2, excluding new staff hired after May 1, 2021, leadership identified in the step increase motion and any staff on non-paid leave status.

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

Harrisville Automatic Standby Generator

Motion made by Dutcher and seconded by Gauthier to approve the purchase and installation of an automatic standby generator for the Harrisville Office of District Health Department No. 2.

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

Three (3) Year Charter Spectrum Telephone Service Contract

Motion made by Surbrook and seconded by Varner to approve the three (3) year agreement between District Health Department No 2 and Charter Spectrum for telephone services.

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

Correspondence: None

Commissioners Comments: None

Open to the Public:

- Gary Wnuk, Alcona County: Spoke to constitutional rights by forefather George Mason and protections are important now.
- Tim LeForce thanked the commissioners.

Adjourned

- **Motion made by Surbrook and seconded by Dutcher to adjourn at 10:45 a.m.**
All Ayes/**Motion Passed**