

**District Health Department No. 2
Board of Health Meeting Minutes
Alcona County Commissioners Board Room
Harrisville, Michigan, 48740
Monday, July 25, 2022
8:30 a.m.**

ROLL CALL OF BOARD MEMBERS: Commissioner Dutcher (Present), Commissioner Gauthier (Present) Commissioner McCauley (Present), Commissioner O'Farrell (Present), Commissioner Small (Present), Commissioner Surbrook (Present), Commissioner Varner (Present), Commissioner Vaughn (Present)

STAFF PRESENT: Denise Bryan (Health Officer); Devin Spivey (Deputy Health Officer); Connie Shaw (Administrative Director); Cori Upper (Environmental Health Director); Sheila Tenwalde (AFSCME Union President)

The meeting was called to order by Commissioner Jay O'Farrell, Board Chair at 8:32 am

Approval of Agenda

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

Open to the Public: No comments

Approval of Minutes

- **Motion made by Commissioner Varner and seconded by Commissioner Surbrook to accept the minutes from the June 27, 2022, Board of Health meeting.**
All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Commissioner Dutcher and seconded by Commissioner Vaughn to approve the expenditures of \$264,087.99**
Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Vaughn: Yes, Varner: Yes/Motion Passed

Approval of Accounts Payables

- **Motion made by Commissioner Dutcher and seconded by Commissioner McCauley to approve the accounts payable of \$ 89,641.86**
Roll Call: Dutcher: Yes, Gauthier: Yes, Varner: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Vaughn: Yes/Motion Passed

Department Updates

Community Chief Health Strategist:

- World Health Organization (WHO) has declared the monkeypox outbreak a public health emergency of international concern.
- JUUL (E-cigarette) banned, decision appealed and now back on market.
- Michiganders in crisis now have an easy to remember three-digit number (988) to call for mental health.
- Quarterly reports for Empowering Youth Today (EYT) and Tobacco programs completed. Currently focused on completing workplans for FY23.
- Our EYT team was asked by the state to conduct focus groups to gain insight into the EYT Community Service-Learning project and outcomes.
- Re-signed contract with MSU College of Human Medicine to continue allowing medical students to shadow in our clinics to gain public health experience.
- Medical Marijuana billboards to be placed up around the jurisdiction starting in August.
- Family Planning RFP FY 23 Submitted

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- Breast feeding and handwashing stations set up at County fairs.
- Meeting with EGLE and DHHS regarding PFAS foam sign on Cedar Lake per request from a resident.

Continuous Quality Improvement:

- Public Health Nurse 101 training August 10 and sending four RNs.
- Staff Lead Training Completed.
- Contact Ogemaw County Administrator to discuss Demo Permit and Building Permit communication and procedures.
- Reviewing asset management, service level reporting capabilities, backup, and recovery systems.
- Reviewing internet services to address the demands of growing data services at each DHD2 location, as well as a component of improving call quality issues. Consideration for new Harrisville building.

Old Business:

- Reinstating Finance Coordinator Grade 9 and Not Filling Vacant Senior Bookkeeper Grade 6
Motion made by Commissioner Varner and seconded by Commissioner Dutcher to approve reinstating finance coordinator grade 9 position and not filling the vacant senior bookkeeper grade 6 position.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**
- Employee Retention Premium (Non-Precedent Setting)
Motion made by Commissioner Dutcher and seconded by Commissioner Surbrook to approve the non-precedent setting employee retention premium for August 2022 utilizing grant monies not to exceed \$82,850.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**
- Request for Quotes for West Branch Office and Garage Roof Replacement
Motion made by Commissioner Dutcher and seconded by Commissioner Small to approve the request for quotes with specs for the West Branch office and garage roof replacement.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**

New Business

- Healthy Futures Home Visit Policy/Procedure
Motion made by Commissioner Dutcher and seconded by Commissioner Surbrook to approve the healthy families home visit policy/procedures.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**
- Purchase Finance Accounting Software
Motion made by Commissioner Surbrook and seconded by Commissioner McCauley to approve the purchase of Sage Intacct and ADP finance software. Utilizing grant and county appropriation monies as needed.
 Roll Call: Dutcher: Yes, McCauley: Yes, Gauthier: Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**
- Fiscal Year 2021/2022 Budget Amendment #1
Motion made by Commissioner Dutcher and seconded by Commissioner Surbrook to approve the fiscal year 2021/2022 budget amendment #1.
 Roll Call: Dutcher: Yes, McCauley Yes, Gauthier: Yes, O'Farrell: Yes, Small: Yes, Surbrook: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**

Correspondence

- EGLE Advisory on Use of Portland – Limestone Cement Type II
- DHD2 Reminds Residents to Avoid Foam on Waterbodies

- Suspected Algal Bloom on Peach Lake, Ogemaw County
- Avian Influenza Detected in Ogemaw County Bald Eagle
- EGLE Talks Treatment Systems and Well Sampling During Oscoda PFAS Meeting
- COVID-19 Vaccines Available for Children 6 Months and Older

Commissioners Comments:

Commissioner O'Farrell recognized many commissioners on this board sit on the NMRE and the SUD monies are available for grant proposals, epidemiologist support and billboards etc.

Commissioner Dutcher mentioned that Alpena Community College has an Oscoda Campus.

Open to the Public: none

Adjourned

- Motion made by Commissioner Varner and seconded by Commissioner Small to adjourn at 10:50 am
All Ayes/Motion Passed



Jay O'Farrell, Board Chair



Denise M. Bryan, MPA, Administrative Health Officer



Courrie Shaw, Recording Secretary