

**District Health Department No. 2
Board of Health Meeting Minutes
Hale Eagle Pointe Plaza
Hale, Michigan, 48739
Monday, June 27, 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 Vaughn (Present) Commissioner Surbrook (Absent), Commissioner Varner (Absent)

STAFF PRESENT: Denise Bryan (Health Officer); Devin Spivey (Deputy Health Officer); Connie Shaw (Administrative Director); Cori Upper (Environmental Health Director); Heather LeForce (Community Health Director/DON); Deb Laird (Community Health Director); Scott Izzo (Community Health Director/Epi); Rose Stachlewicz (Human Resources); Greg Wood (Finance Administrator); Judy Greer (Finance Administrator); Glen Sedam (IT Director); Sheila Tenwalde (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 Vaughn to approve the agenda with additions.**
All Ayes/Motion Passed

Open to the Public: No comments

Approval of Minutes

- **Motion made by Commissioner Dutcher and seconded by Commissioner Vaughn to accept the minutes from the May 23, 2022, Board of Health meeting.**
All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Commissioner Dutcher and seconded by Commissioner Gauthier to approve the expenditures of \$299,895.74 for May 16, 2022, through June 15, 2022.**
Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes/Motion Passed

Approval of Accounts Payables

- **Motion made by Commissioner Vaughn and seconded by Commissioner McCauley to approve the accounts payable of \$106,517.08 for June 27, 2022.**
Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes/Motion Passed

2020-2021 Annual Report Distributed to Commissioners

Department Updates

Finance:

- Retention Premium for all staff via a formula will likely bring to future Board meeting.
- Likely to terminate lease from large conference room.
- Received \$1,000 for provider trainings with local LHD to present a MCIR training and MCIR support staff for VFC providers in all four counties.
- Equalization letter received for Harrisville new facility.
- July 1st, 2022, IRS mileage increase to .625/mile.
- Health Officer vetting cyber security insurance.
- Plan to purchase 5-15 laptops strategically with grant funding this fiscal year.
- West Branch roofing issues, one evaluation for garage and primary facility and the bid to go out soon.

- Professional Liability insurance vetting taking place.
- Received written notice for HRA positions to be extended one (1) year from MDHHS.
- Discussion on accounts policy for well drillers, will be brought to Board in future.

Community Chief Health Strategist:

- Director's award from MDHHS to LPHs. DHD2 award received at Premier Conference.
- Alcona County identified rabid bat.
- Tobacco sales checks completed with one failure.
- Poster Presentation on COVID-19 vaccine hesitancy in Mid-Michigan at Premier Conference by Heather LeForce.
- Federal PFAS guidelines released & MDHHS will update on Michigan PFAS regulations.
- New Community Connections grant – identify and implement strategies that address community priorities and social determinants of health.
- Working with NMORC and Catholic Human Services on supplying every school in our jurisdiction with Naloxone overdose response kits.
- Working with Catholic Human Services on creation of a survey to better understand young adult (16-25 years) perceptions around substance use and substance use disorders.
- US Fish and Wildlife Service to conduct sea lamprey surveys at the Tawas Lake Outlet
- Staff training on hazardous Algal Blooms (HAB). DHD2 participating in a pilot program to conduct rapid HAB testing.
- Great Lakes Beach sampling began June 15, 2022.

Continuous Quality Improvement:

- Return to Performance Management and Continuous Quality Improvement (CQI) in the next five months.
- Fixed Asset review to be completed by September 2022
- Working with Michigan State Police to provide training to field staff on personal safety in the field.
- Cross-jurisdictional sharing project on disability inclusion – 7 LHDs participating. A disability inclusion assessment tool for evaluation of current level of HD inclusion and to guide discussion/efforts to improve public health practices and services.

Old Business: None

New Business

- Telehealth and Home Visit Policy
Motion made by Commissioner Dutcher and seconded by Commissioner McCauley to approve the Telehealth and Home Visit Policy.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes/**Motion Passed**
- Immunization, Lead Screening, Hearing & Vision (H&V) Screening, Michigan Care Improvement Registry (MCIR), Maternal Infant Health Program (MIHP) Policy
Motion made by Commissioner Dutcher and seconded by Commissioner Vaughn to approve the Immunization, Lead Screening, Hearing & Vision (H&V) Screening, Michigan Care Improvement Registry (MICR), Maternal Infant Health Program (MIHP) Policy.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes/**Motion Passed**
- Grant Funded, Salary Exempt, Temporary, Leadership Health Resources Advocate (HRA) Charter
Motion made by Commissioner McCauley and seconded by Commissioner Gauthier to approve the Grant Funded, Salary Exempt, Temporary, Leadership Health Resources Advocate (HRA) Charter.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes/**Motion Passed**
- NEMCSA Headstart Lease Renewal with Two Percent (2%) Rent Increase
Motion made by Commissioner Vaughn and Seconded by O'Farrell to approve the NEMCSA Lease Renewal with Two Percent (2%) Rent Increase.
Commissioner Dutcher and Commissioner Gauthier abstained due to conflict of interest as they both sit on the NEMCSA Board.
 Roll Call: Dutcher: Abstain, Gauthier: Abstain, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes/**Motion Passed**