

**District Health Department No. 2
Board of Health Meeting Minutes
Hale Eagle Pointe Plaza
Hale, Michigan, 48739
Monday, August 22, 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 (Excused), 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 8:31 am

Approval of Agenda

- **Motion made by Commissioner Varner and seconded by Commissioner Dutcher to approve the agenda.**
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 July 25, 2022, Board of Health meeting.**
All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Commissioner Dutcher and seconded by Commissioner McCauley to approve the expenditures of \$403,493.05 for July 16, 2022 through August 15, 2022.**
Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Varner: Yes/Motion Passed

Approval of Accounts Payables

- **Motion made by Commissioner Dutcher and seconded by Commissioner Gauthier to approve the accounts payable of \$91,355.51 for August 22, 2022.**
Roll Call: Dutcher: Yes, Gauthier: Yes, Varner: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes/Motion Passed

Department Updates

Community Chief Health Strategist:

- Handwashing stations and breastfeeding stations were made available and well received at the Iosco and Ogemaw Fairs.
- Registered Dietitian and Lactation Consultant attended Project Connect in Iosco County where outreach was performed for WIC, MIHP, and our Breastfeeding Peer Counselor Program.
- Yearly reporting for Health Resource Advocate (HRA) Program completed. New grant year began and HRA's are currently working with schools to set up partnerships for the upcoming school year.
- Emergency Preparedness Coordinator (EPC) attended active shooter training in Ogemaw County on August 10, 2022.
- RAB meeting held on August 17, 2022. Concerns for lack of transparency for Air Force and EGLE. Concern for Air Force lack of acknowledgement for national EPA and focusing on MI regulations.
- COVID, Monkey Pox and E-Coli preparedness, response, and public communication.
- Advocacy for supplemental public health funding to legislature. \$2 million for local public health.

Continuous Quality Improvement:

- Immunization workgroup met to develop some ideas for outreach to increase the rate of vaccinations in our 4-county jurisdiction. Activities will include attending at least one back to school picnic to provide vaccines and social media posts to encourage vaccine compliance.
- Disability and inclusion in the workplace project. Assessment and gap analysis.
- EPC conducted soft lockdown and reviewed active shooter training videos in each office the week of August 15, 2022. Additional emergency preparedness drills being planned for fall/winter.
- EGLE liaison performed onsite visit August 19th and conducted onsite visits for well finals with each sanitarian.

Old Business:

- Environmental Health Accounts Receivable Policy/Procedures
Motion made by Commissioner Vaughn and seconded by Commissioner Small to approve the Environmental Health Accounts Receivable Policy/Procedures. Amended motion proposed by Commissioner Gauthier to strengthen the request as follows: Insert clause that no wells will be drilled without approved permit, and additionally to approve this as a one (1) year pilot program and revisit with the Board of Health Commissioners. The pilot policy will be effective Date January 1, 2023.
Roll Call: Dutcher: Yes, Gauthier: No, McCauley Yes, O'Farrell: Yes, Small: No, Varner: Yes, Vaughn: Yes/**Motion Passed**

New Business

Approve Community Connections (CC) Program Policies as Endorsed by Dr. Hamed

- **Motion made by Commissioner Varner and seconded by Commissioner Dutcher to approve the Community Connections (CC) Policies/Procedures:**
 - Adult Abuse Mandatory Reporting
 - Caseload Determination and Caseload Correction
 - CC Grievance
 - CC HIPAA
 - Child Abuse Reporting
 - Community Health Worker (CHW) Supervision
 - CHW Training
 - Communication with Hearing, Speech, or Vision Impairments and those whose Primary Language is not English
 - Discharge Process
 - Pathways Documentation of Services
 - Quality Assurance
 - Referral Feedback
 - Referral Processing, Triage, and Assignment
- Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**

- Huntington and Northland Banking Account Signer Adjustments
Motion made by Commissioner Vaughn and seconded by Commissioner Dutcher to approve adding Devin Spivey to four (4) Huntington Bank accounts and deleting Val Sherosky and Tim LeForce from one (1) Northland Community Credit Union account.
Roll Call: Dutcher: Yes, McCauley: Yes, Gauthier: Yes, O'Farrell: Yes, Small: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**

- AFSCME Contract Negotiation Team
Motion made by Commissioner Dutcher and seconded by Commissioner McCauley to approve committee to negotiate January 2023 Collective Bargaining Agreement (CBA), AFSCME economics/wage only. Committee to include Commissioner O'Farrell, Commissioner Dutcher, Health Officer, Deputy Health Officer, Finance Director, and Administrative Assistant as note taker.
Roll Call: Dutcher: Yes, McCauley Yes, Gauthier: Yes, O'Farrell: Yes, Small: Yes, Varner: Yes, Vaughn: Yes/**Motion Passed**