

**District Health Department No. 2
Board of Health Meeting Minutes
Hale Eagle Pointe Plaza -Hale, Michigan, 48739
Monday, September 26, 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); Greg Wood (Finance Director); Sheila Tenwalde (AFSCME Union President)

The meeting was called to order by Commissioner Jay O'Farrell, Board Chair at 8:30 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 August 22, 2022, Board of Health meeting.**
All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Commissioner Dutcher and seconded by Commissioner Small to approve the expenditures of \$326,957.95 for August 15, 2022, through September 15, 2022.**
Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Varner: Yes, Surbrook: Yes/Motion Passed

Approval of Accounts Payables

- **Motion made by Commissioner Dutcher and seconded by Commissioner Small to approve the accounts payable of \$99,100.92 for September 25, 2022.**
Roll Call: Dutcher: Yes, Gauthier: Yes, Varner: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Surbrook, Yes/Motion Passed

Closed Session: for Strategy and Negotiations Connected with AFSCME Collective Bargaining Agreement

Motion made by Commissioner Dutcher and seconded by Commissioner McCauley to approve entering a closed session at 8:34 am for strategy and negotiations connected with AFSCME collective bargaining agreement.

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Varner: Yes, Surbrook: Yes/Motion to go into close session passed.

Motion made by Commissioner Varner and seconded by Commissioner Dutcher to exit closed session at 8:51 am and resume regular session.

Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Varner: Yes, Surbrook: Yes/Motion to returned to open meeting passed.

Department Updates

Community Chief Health Strategist:

- **Finishing MCH Block grant activities for this fiscal year.**

- WIC Nutritional Service Plan submitted for FY2023.
- Staff presentation at the MDHHS Family Planning Conference on a panel for implementing Telehealth Services.
- Health Resource Advocates continue working on COVID mitigation and networking the schools and high risk congregate settings.
- Hearing and Vision screenings have started in schools.
- Environmental Health fiscal year end inspections and program reporting completed.
- Navigating with EGLE and local well drillers the concern for production end of Type 1 cement and subsequent transitioning to Type 1L cement.
- PFAS – Exposure assessment via MDHHS MI-CHEM
- EH staff working with EGLE and Oscoda Township to ensure wells hooking up to municipal water in the PFAS affected area are properly plugged.

Continuous Quality Improvement:

- Offboarded vendor with written notice per 2022 contract requirements.
- Assessing and reviewing telephony systems: business phones and cellphones.
- EH Director attended MDHHS EH Directors annual conference.
- Two additional parents joining our LLG group to evaluate home visiting services.
- Viruses detected, quarantined, and mitigated by IT department. Excellent work by IT Director.
- Finance staff attended annual accounting conference in September.

Finance

- Oral health new legislation and planning.
- MALPH continues to advocate for sustainable local public health funding vs emerging threats grants.
- Geofencing advertising for tobacco two ads totaling \$6,000.00 will include original artwork and link back to DHD2 websites and resources.
- Asset management and IT ticketing software purchased at a cost of just over \$3,000.00
- Process of designing the general ledger for Sage Intacct, on track for December 1, 2022, go live date. ADP has scheduled first payroll data extraction for September 27, 2022.
- Continuing with fiduciary of Homeland Security grant for region 2022-2023.

Old Business:

- West Branch Office and Garage Roof Replacement
Motion made by Commissioner Gauthier and seconded by Commissioner Surbrook to accept the quote from Lucynski Services for replacement of the roof on the West Branch office and garage in the amount of \$33,600.00 for the office roof and \$6,500.00 for the garage roof with fidelity to specs developed.
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: No, Varner: Yes, Vaughn: Yes, Surbrook: Yes/**Motion Passed**
- Mobile Medical Services Wrap
Graphic design will be shared when available.

New Business

- Approve Geo-fencing Advertising for Empowering Youth Today in the amount of \$10,000. for two (2) ads.
- **Motion made by Commissioner Surbrook and seconded by Commissioner Dutcher to approve the spending of \$10,000. for two (2) ads for Empowering Youth Today.**
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Varner: Yes, Vaughn: Yes, Surbrook: Yes/**Motion Passed**
- FY 2022/2023 Original Budget
- **Motion made by Commissioner Dutcher and seconded by Commissioner Gauthier to approve the Fiscal Year 2022/2023 Original Budget.**
 Roll Call: Dutcher: Yes, Gauthier: Yes, McCauley Yes, O'Farrell: Yes, Small: Yes, Varner: Yes, Vaughn: Yes, Surbrook: Yes/**Motion Passed**

Private Pay Lead Test Fee

- **Motion made by Commissioner Dutcher and seconded by Commissioner McCauley to approve the private pay lead test fee in the amount of \$40.00 per test.**

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

Oral Health Grant

- **Motion made by Commissioner Dutcher and seconded by Commissioner Surbrook to approve a shared director position with District Health Department No. 2 and District Health Department No. 4 for new oral health program.**

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

Correspondence


- Monkey Pox Virus Identified in Ogemaw County
- West Nile Virus Confirmed in Mosquito from Iosco County
- District Health Department No. 2 Hosts Monkeypox Vaccine Clinics
- Bivalent Pfizer and Moderna COVID-19 Vaccines Booster Shots Now Available from District Health Department No.2
- MPART to Give Updates on Oscoda PFAS Investigation
- Vaccine Booster Shots Now Available from District Health Department No. 2
- Vendor Offboarding Letter
- Advisory on Use of Portland-Limestone Cement Type 1L
- Executive Directive 2021-9 and Non-Community Water Supply Program

Commissioners Comments: none

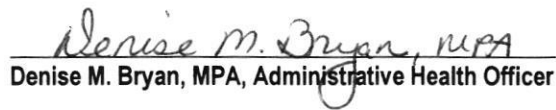
Open to the Public: none

Adjourned

- **Motion made by Commissioner and seconded by Commissioner to adjourn at 10:05 am**
All Ayes/**Motion Passed**



Chuck Varner, Vice Board Chair



Denise M. Bryan, MPA, Administrative Health Officer



Connie Shaw, Recording Secretary