

**District Health Department No. 2
Board of Health Meeting Minutes
District Health Department No. 2
630 Progress St., West Branch, MI 48661
Monday, December 19, 2022
8:30 a.m.**

ROLL CALL OF BOARD MEMBERS: Commissioner Dutcher (Present at 9:10 am), Commissioner Gauthier (Absent) Commissioner McCauley (Absent), Commissioner O'Farrell (Present), Commissioner Small (Present), Commissioner Surbrook (Present), Commissioner Varner (Absent), Commissioner Vaughn (Present)

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

The meeting was called to order by Commissioner Jay O'Farrell, Board Chair at 8:36am

Approval of Agenda

- **Motion made by Commissioner Vaughn 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 Surbrook and seconded by Commissioner Small to accept the minutes from the November 28, 2022, Board of Health meeting.**
All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Commissioner Surbrook and seconded by Commissioner Small to approve the expenditures of \$281,216.40 for November 16 through December 14, 2022.**
Roll Call: Dutcher: Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Surbrook: Yes/Motion Passed

Approval of Accounts Payables

- **Motion made by Commissioner Small and seconded by Commissioner Surbrook to approve the accounts payable of \$47,871.34 for December 19, 2022**
Roll Call: Dutcher: Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Surbrook, Yes/Motion Passed

Department Updates

Community Chief Health Strategist:

- Electronic medical records that are certified are needed for Community Health Workers documentation, ensuring the grant covers the initial and operational costs.
- Environmental health sanitarian deposition taken for current litigation.
- Kindergarten Oral Health Assessment (KOHA) Program – Spring Kickoff, application completed, and supervising dentist secured.
- MDHHS Oscoda Area Exposure Assessment (OAEA) recruitment started in October; with over 100 people enrolled in the project so far. Blood and urine sample collection appointments started in November and will continue in March 2023 and will be available in multiple additional months in 2023.
- Partnership with global public health organization, the Michigan Association of Counties has brought a technical advisor on to assist counties on strategies to best employ funds from the opioid's settlement.
- Respiratory syncytial virus (RSV) cases elevated by starting to plateau and fall.
- Influenza cases starting to increase but Michigan as a whole has "low activity"

Board of Health Meeting
December 19, 2022

- Held DHD2 annual food staff meeting on December 9, 2022. Accreditation prep and review with accreditation resuming with site visit happening on February 5, 2024.
- FDA to release new Food Code before December 31, 2022. Michigan to consider adoption, currently using 2009.

Finance

- CDC Grant received by MDHHS (\$83 million) for Public Health. Five-year grant still needs to through legislature and MDHHS budget process.
- Wellness grant application made again to MALPH for 2023.
- Single audit coming on December 21, 2022, and then at least five (5) days in January 2023.
- Verbal extension for Health Resource Advocates grant through July 2024.

Old Business:

Parent Reimbursement LLG Michigan Home Visiting Initiative Activities

- **Motion made by Commissioner Dutcher and seconded by Commissioner Surbrook to approve the Parent Reimbursement LLG Michigan Home Visiting Initiative Activities.**
Roll Call: Dutcher: Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Surbrook, Yes/**Motion Passed**

New Business

Temporary Governmental Accounting Consultant Management Level Agreement

- **Motion made by Commissioner Surbrook and seconded by Commissioner Dutcher to approve the Temporary Governmental Accounting Consultant Management Level Agreement.**
Roll Call: Dutcher: Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Surbrook, Yes/**Motion Passed**

Unpaid Leave for Part-Time Probationary Employee

- **Motion made by Commissioner Dutcher and seconded by Commissioner Vaughn to approve up to twelve (12) weeks unpaid leave for a part-time probationary employee.**
Roll Call: Dutcher: Yes, O'Farrell: Yes, Small: Yes, Vaughn: Yes, Surbrook, Yes/**Motion Passed**

Correspondence

- MPART to Give Updates on Oscoda PFAS
- MDHHS Reminds Hunters of Do Not Eat Health Advisories for Clark's Marsh
- Respiratory Syncytial Virus (RSV)
- PFAS Contamination Top of Heated Discussions at Final Oscoda Budget Workshop

Commissioners Comments:


- Commissioner Vaughn thanked Health Officer, Board, and staff for a job well done.
- Commissioner Dutcher says the Health Department is making great progress and thanked the Health officer and the team for a job well done.
- Commissioner Surbrook Health officer has brought this place forward and moved the organization in the right direction.

Open to the Public: none

Adjourned

- **Motion made by Commissioner Dutcher and seconded by Commissioner Vaughn to adjourn at 10:18 am All Ayes/Motion Passed**


Jay O'Farrell, Board Chair


Denise M. Bryan, MPA, Administrative Health Officer


Connie Shaw, Recording Secretary