

**District Health Department No. 2
630 Progress St.
West Branch, MI 48661
Board of Health Meeting
January 23, 2023
8:30 a.m.**

ROLL CALL OF BOARD MEMBERS: David Jagst; (Absent), Terry Small; (Present) Terry Dutcher; (Present), Jay O'Farrell; (Present), Brenda Simmons; (Present), Roger Mayhew; (Present), Tom McCauley; (Present), Chuck Varner; (Present)

STAFF PRESENT: Denise Bryan (Health Officer); Devin Spivey (Deputy Health Officer); Connie Shaw (Administrative Director); Scott Izzo (Community Health Director, Epi); Heather LeForce (Community Health Director/DON); Deb Laird (Community Health Director); Eliza Dack (Community Health Director); Sheila Tenwalde (Union President)

The meeting was called to order by Commissioner O'Farrell, Board Chair at 8:33a.m.

Election of Officers for Board of Health

Motion was requested by Health Officer for floor to be opened for nominations for officers' motion was made by Commissioner Dutcher and seconded by Commissioner Small.

All Ayes/**Motion Passed**

Commissioner Jay O'Farrell was nominated as Board Chair by Commissioner Varner and seconded by Commissioner Small.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

Commissioner Varner was nominated as Vice Chair by Commissioner Dutcher and seconded by Commissioner Small.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

Water Supply Advisory Committee Appointments

Commissioner Varner volunteered to serve on the Water Supply Advisory Committee (WSAC) for District Health Department No. 2.

Food Advisory Committee Appointments

Commissioner Small volunteered to serve on the Food Advisory Committee for District Health Department No. 2.

Wastewater Advisory Committee

Commissioner Dutcher volunteered to serve on the Wastewater Advisory Committee for District Health Department No. 2

Conflict of interest declaration was in the packet Commissioner O'Farrell asked everyone to review, sign and turn into the recorder.

Open to the Public: No comments were made.

Approval of Agenda

Motion made by Commissioner Dutcher and seconded by Commissioner Small to approve the agenda.

All Ayes/**Motion Passed**

Approval of Minutes:

Motion made by Commissioner Dutcher and seconded by Commissioner Small to accept the minutes from the December 18, 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 December 14 through January 15, 2023, expenditures of \$471,061.76.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

Approval of Accounts Payables:

Motion made by Commissioner Dutcher and seconded by Commissioner Varner to approve the accounts payable of \$85,280.65.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

Department Updates:

Community Chief Health Strategist

- State WIC Program will be discontinuing the waiver for all non-contract formulas on March 1, 2023.
- Partnership with Northern Michigan Regional Entity (NMRE) and Harm Reduction Michigan to provide a Narcan dispensary box at DHD2. The Narcan newspaper box is in our West Branch office main entryway. Newspaper boxes are being repurposed to make it easier to get access to Narcan. Clients and community members will have access to this anytime during business hours.
- Tobacco-Free Parks presentation brought to AuSable Township.
- Update Mi-Thrive data work with Alliance.
- COVID test dispensed via kiosks currently in the works with two machines on hold for our jurisdiction. To offer free test kits to the community who have no insurance and accessible by vulnerable populations.
- Kindergarten oral health assessment program connecting with schools, implementation and providing data to the state for measurable metrics.
- Oscoda Area Exposure Assessment (PFAS) recruitment phase for testing.

Financial Updates

- Single audit review occurred last week, and will be continuing January 30, 2023, to complete.
- Social Determinants of Health grant work and community convener work/current grant award and future opportunities.
- Finance and Human Resources new software plan scheduled for go live date of April 1, 2023.

Continuous Quality Improvement

- The Maternal Infant Health Program has a Quality Assessment review during the month of January to review policy, process, and documentation.
- New EMR platform for the Community Connections, Program is being created. Required for accreditation.

Old Business: No old business.

New Business:

Approval of 2023 Board of Health Meeting Schedule

Motion made by Commissioner Simmons and seconded by Commissioner Varner to approve the 2023 Board of Health Meeting Schedule.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

Cross Jurisdictional Project Cost Sharing – Community Connections Software Vendor

Motion made by Commissioner Dutcher and seconded by Commissioner Varner to approve the cross jurisdictional project cost sharing as presented – Community Connections software vendor utilizing grant funds.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

Revised Organization Chart 2023

Motion made by Commissioner Dutcher and seconded by Commissioner McCauley to approve the revised 2023 organization chart.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

MALPH Designation of Board Representation

Motion made by Commissioner Varner and seconded by Commissioner Small to approve the MALPH Board Representation to be Denise Bryan, Health Officer and the alternate is Devin Spivey, Deputy Health Officer.

Roll Call: Small: Yes, Dutcher: Yes, O'Farrell Yes, Simmons: Yes, Mayhew: Yes, McCauley: Yes, Varner: Yes/**Motion Passed**

Commissioners Comments:

Commissioner Varner has been an advocate with continuous work with legislators to adopt pre-covid teleconferencing rules for open meetings.

Commissioner Dutcher discussed \$150,000. funds received for a needs assessment for childcare in counties and a possible collaboration with the Health Department.

Open to the Public: No comments were made.

Correspondence:

- Additional Oscoda-Area Participants Sought for Exposure Assessment for PFAS and Other Environmental Chemicals
- PFAS Webinar Hosts, Attendees Talk Exposure Assessment
- Tasteless and Odorless
- Michigan Guide to Public Health for Local Governing Entities

Adjourned

Motion made by Commissioner Simmons and seconded by Commissioner Varner to adjourn at 10:30 a.m.

All Ayes/Motion Passed



Jay O'Farrell, Board Chair



Denise M. Bryan, MPA, Administrative Health Officer



Connie Shaw, Recording Secretary