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#### BOARD OF HEALTH:

Bruce DeLong

Dwight Washington, Ph.D.

George Bailey

Chuck Murphy

Betty Kellenberger

Adam Petersen

**APPROVED 7/24/19**

### BOARD OF HEALTH REGULAR MEETING

At

Mid-Michigan District Health Department (MMDHD)  
Gratiot County Office  
Ithaca, Michigan

Conference Room A

Wednesday, June 26, 2019 at 9 a.m.

### MINUTES

*We take action to protect, maintain, and improve the health of our community.*

### Pledge of Allegiance

Members Present: Bruce DeLong, Chuck Murphy, Betty Kellenberger, Adam Petersen, Dwight Washington, and George Bailey (Chairperson)

Members Absent: None

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman, Director of Administrative Services; Cynthia M. Partlo, Board Secretary; Jennifer E. Morse, MD, MPH, FAAFP, Medical Director; Liz Braddock, Director of Environmental Health; Andrea Tabor, Director of Community Health and Education

Staff Absent: None

Guests: Stephanie Baiyasi, Ph.D., Environmental Health (EH) Intern from Central Michigan University (CMU); Rosemary Horvath, Reporter, Gratiot County Herald; Grace Richardson, intern from CMU; Alex Archambeault, intern, Alma College; Elisabeth Waldon, Reporter, Daily News; Jenniffer Efaw, Nurse Practitioner (*arrived at 9:25 a.m.*); Hailey Brewer, Emergency Preparedness Coordinator (*arrived at 9:30 a.m.*)

G. Bailey, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:01 a.m. on Wednesday, June 26, 2019, at the Gratiot County Office of the MMDHD, Ithaca, Michigan.

The Pledge of Allegiance was led by G. Bailey.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

**Motion made by B. Kellenberger and seconded by B. DeLong to approve the Agenda as presented.  
Motion carried.**

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held March 11, 2019
- b. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held May 13, 2019
- c. Mid-Michigan District BOH Regular Meeting held April 24, 2019
- d. Mid-Michigan District BOH Regular Meeting held May 22, 2019

**Motion made by B. Kellenberger and seconded by C. Murphy to accept the Meeting Minutes B. 1. a. through d. and place on file.**

2. Communications – None

C. PUBLIC COMMENTS: None

- D. BRANCH OFFICE EMPLOYEES: M. Cheatham invited the interns to introduce themselves. Alex Archambeault, Alma College intern working out of the Clinton Office; Grace Richardson, CMU intern working out of the Gratiot Office; Dr. Stephanie Baiyasi, intern working on a Master's Degree from CMU out of the EH Division Gratiot Office focusing on ticks and water issues in Riverdale.

E. COMMITTEE REPORTS:

1. Finance Committee – Bruce DeLong, Chairperson

- a. MMDHD's Expenses for April 13 through April 26, 2019 and May 11 through June 21, 2019

A. Tabor commented that the gas cards were purchased with grant money from the Montcalm-Ionia United Way to help Pathways (Community Health Worker) clients get to their medical appointments. She also said the gift cards were purchased through a Clinton County Drug Free Communities grant to provide an incentive for youth to participate in discussions regarding substance abuse issues. B. DeLong asked A. Tabor if the agency had a control policy regarding the gas and gift cards. A. Tabor replied that the agency has a policy that includes a tracking process and staffs follow up with clients to document that the cards were used as intended.

M. Bowerman confirmed that there were 10 boxes of windowed envelopes purchased for the Michigan Care Improvement Registry (MCIR) mailings.

*(The April 13 through April 26, 2019 expenses were not included in the May 22<sup>nd</sup> BOH packet; therefore, were being included this month for consideration.)*

**Motion made by B. DeLong and seconded by B. Kellenberger to approve payment of the MMDHD's Expenses for April 13 through April 26, 2019 totaling \$238,857.57 and May 11 through June 21, 2019, totaling \$675,329.90. Motion carried.**

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for May 2019

**Motion made by B. DeLong and seconded by D. Washington to approve and place the Balance Sheet, Revenue and Expenditure Report for May 2019 on file. Motion carried.**

- c. Municipal Employees Retirement System (MERS) Actuarial Valuation Report, *(selected pages)*

M. Bowerman indicated that the MERS Annual Actuarial Valuation Report was provided for information only stating that the report reflected that assets valued at the end of December 2018 were 80% percent of the estimated liability which was down from 81% in 2017. She indicated that the \$500,000 payment to the new surplus unit authorized by the BOH was not included in the report as the payment was made in January 2019. She reported that B. DeLong expressed concern regarding the percentage for the Administrative Division (61.5%); and the Finance Committee asked us to monitor the total percentage among all Divisions and transfer funds if needed.

2. Personnel Committee – Betty Kellenberger, Chairperson – No Report.
3. Program Committee – Dwight Washington, Chairperson – No Report.
4. Mid-Central Coordinating Committee – Dwight Washington, Chairperson – No Report.

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, MD, MPH, FAAFP *(M. Cheatham in her absence)*

1. Swine Flu

Dr. Morse provided an overview of swine flu stating that there was a case in Ionia County. She indicated that usually, cases are not spread human-to-human. She said that it was the season where more human cases of swine flu would be seen. Additionally, efforts were underway to educate fair and festival participants district-wide.

Dr. Morse's BOH Monthly Healthy Living Recommendation for July is:

- Swine flu rarely infects humans but these cases of variant influenza should be reported and followed to identify any oncoming pandemic strains as soon as possible.
- Prevention steps as listed above, education of swine caretakers and visitors, and preparation for quick response to ill swine, are all very important steps in addressing swine flu.

**Motion made by B. Kellenberger and seconded by A. Petersen to approve the BOH Monthly Healthy Living Recommendation for July as proposed and approve the Medical Director's Report as presented. Motion carried.**

M. Cheatham mentioned that he and L. Braddock have discussed increasing vector surveillance within the district. L. Braddock said that tick surveillance was underway district-wide and live ticks were being sent to the State for testing for Lyme disease. She said that the agency offers to send ticks brought in

by the public to the State for testing. She mentioned that Clinton County has a reported case of Lyme disease.

G. HEALTH OFFICER'S REPORT:

1. Format for BOH Minutes

M. Cheatham mentioned that the topic was discussed internally; therefore, no BOH discussion was needed.

2. FY 19/20 Updated Health Officer Goals

M. Cheatham mentioned that the updated Health Officer goals were provided for information only.

**Motion made by B. DeLong and seconded by D. Washington to accept the Health Officer goals for FY 19/20. Motion carried.**

3. Authorized Signature

M. Cheatham acknowledged that the BOH has authorized him to sign contracts and agreements for the agency; however, in his absence, he would like the BOH to give the Division Directors permission to sign those documents for him. He indicated that the letter of authorization would need to be revised and brought back to the BOH for approval. B. Kellenberger asked that the letter be revised to include position titles, not names.

**Motion made by B. DeLong and seconded by B. Kellenberger to authorize M. Cheatham to revise the letter of authorization for signing contracts and agreements to allow Division Directors to sign them in his absence. Motion carried.**

H. OLD BUSINESS:

1. Annual Commissioner Forum

M. Cheatham indicated that due to a conflict, the date was changed to Wednesday, September 18<sup>th</sup>. After discussion, the BOH selected 4:30 p.m. as the time for the event. He said a Save the Date flyer will be sent to all County Commissioners within the district.

2. Revised BOH Editorial

M. Cheatham reminded the BOH that he worked with D. Washington and A. Petersen to finalize the draft BOH editorial for the media. A. Petersen mentioned that the article was good, but he wasn't sure why it was being done.

**Motion made by B. Kellenberger and seconded by B. DeLong to approve the BOH Editorial. Motion carried 5-1. (A. Petersen voted no)**

## I. NEW BUSINESS:

### 1. Family Planning Pilot Project

A. Tabor informed the BOH of a Family Planning Pilot Project that the agency was one of two health departments requested to participate in Pilot Project by the Michigan Department of Health and Human Services (MDHHS). She said the Pilot Project was being led by Jenniffer Efaw, Nurse Practitioner; and it's because of her leadership as a Nurse Practitioner and a Family Planning Coordinator that MMDHD was asked to participate.

J. Efaw introduced herself stating that she has been with the agency for 25 years and been a Nurse Practitioner for the last 8 years and working in the Family Planning Program since she started. She explained that the Family Planning Program and Sexually Transmitted Disease (STD) Program used to be operated separately; however, realizing that we serve a rural area, the decision was made a while ago to integrate the two Programs. She said that the State was impressed with how the agency integrated both Programs and how productive our agency was at serving clients. The State felt that our model could be assimilated throughout the State to other health departments. She described the Family Planning Program and services provided. Through our participation in the Pilot Program, the agency received a stipend of \$10,000 from the State. She explained the 340B Program stating that the agency receives a discount on medications purchased through 340B utilization.

Additionally, J. Efaw mentioned that she would be speaking at the State HIV/STD Conference to discuss best practices, lessons learned, and opportunities for improvement. J. Efaw reported that revenue generation has been smoother, and the agency has been getting paid for services where other health departments were not even billing for their services. She said that the goals of the program were to determine best practices and share lessons learned throughout the State.

A. Tabor summarized that a kick-off meeting was held on June 10, 2019; and the next step would be to have State staff come to observe our clinic in mid-July. J. Efaw reported that the Family Planning/STD Program now serves Shiawassee County residents and Ionia County has approached MMDHD to see about offering the same services to their residents. M. Bowerman added that it was because the Planned Parenthood offices in those two counties have closed. D. Washington asked about the number of males using the program. J. Efaw replied that the MMDHD ranks as one of the top providers serving males for Family Planning/STD services at about 11%. She reported that the agency has increased the percentage of males served from 2% to 11%.

### 2. Elected Officials Guide to Emergency Management

Hailey Brewer, Emergency Preparedness Coordinator reviewed the Elected Officials Guide to Emergency Management with the Board, stating that all emergencies are handled locally. She said that the number one hazard to our counties is weather-related emergencies. D. Washington asked what the top three threats were. Hailey replied that there were five internal and external top threats and she would have C. Partlo email them to the BOH.

She explained her position responsibilities and stated that funding for her position comes from the Centers for Disease Control and Prevention (CDC) with guidance from the State. She also explained the agency's role in a disaster and how MMDHD was involved with other community partner agencies.

### 3. Emerging Issues

#### a. Riverdale/Seville Township

L. Braddock said that Seville Township has been sent a violation letter from the Department of Environment, Great Lakes & Energy (EGLE) requiring the Township to submit a plan or proposal by mid-July on how they will address elevated E.coli in the Pine River due to the fact that some homes in Riverdale have illicit septic system connections to the community storm sewer. MMDHD staff has been out working with the community and the Township to determine homeowners with illicit connections to the storm sewer. She indicated that the homeowners in violation have been sent violation letters and have complied with the directive to cap the septic system and contract to pump and haul until a long-term solution has been implemented. L. Braddock indicated that the health department supports a long-term solution of a community septic system.

L. Braddock said some homeowners feel that the health department should be issuing septic permits rather than wait for the long-term solution. She explained that if MMDHD issued a septic permit and the homeowner has a septic system installed, it might not mitigate the homeowner from being required to connect to a potential Seville Township (Riverdale) community sewer system. The health department staffs have been in the community educating homeowners on their options. L. Braddock said that the health department has not received any applications for septic systems; however, did receive a call to mail six applications. She also reported that violation letters were sent to two homeowners; however, other homeowners have decided to cap their septic systems and contract to pump and haul voluntarily. C. Murphy added that there has been amazing cooperation from the community, although homeowners have expressed concerns about funding a community sewer system. L. Braddock indicated that a meeting has been scheduled with staff from the United States Department of Agriculture (USDA), Seville Township, and others to discuss the funding issue on June 27, 2019. M. Cheatham added that the amount of E.coli into the Pine River had greatly decreased. L. Braddock clarified that Seville Township did not respond by the first deadline given to them by EGLE in May; so EGLE gave them an extension to mid-July.

#### b. Dickerson Lake, Montcalm County

L. Braddock reported that MMDHD staff attended a meeting with Dickerson Lake to see about connecting to the Sidney Sewer System. She indicated that the agency supports the connection and staff answered questions from homeowners. She added that Dickerson Lake was also looking to secure funding from the USDA.

#### c. PFAS

L. Braddock reported that Bushnell Township in Montcalm County has been identified as having five properties close to the county line with Ionia County (near Palo) in proximity of a site that accepted bio solids. She said the bio solids came from a land application of wastewater from the Ionia Treatment Plant. She indicated that homes involved are located in Ionia and Montcalm Counties and that she has notified B. Kellenberger and Mark Ravell, Bushnell Township Supervisor. Letters were mailed to affected homeowners notifying them that they have an opportunity to have their residential wells tested for PFAS. She said a contractor hired by EGLE will be sampling wells the week of July 10, 2019. L. Braddock reported that some concerns were that the Ionia Treatment Plant has had some issues with an Ionia County plating company that might have been using heavy metals and the wells of the affected homeowners are located in sandy soils; therefore, there might not be any barrier. She emphasized that no PFAS has been found yet; and the action

taken by EGLE was out of an abundance of caution. B. Kellenberger asked how the issue was brought to light. L. Braddock replied that EGLE has a workgroup focusing on bio solids and the community was on their radar to check wells in the area. In summary, L. Braddock said that if PFAS is found in the wells of homeowners, the agency would be involved to provide bottled water and install filters.

d. PFAS at the Alma Total Refinery Plant

L. Braddock reported that the former Alma Total Refinery Plant has tested positive for PFAS. She said that the health department was working with EGLE and the responsible party to develop a Public Health Action Plan.

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, May 2019
2. Staffing Report

M. Cheatham reviewed the agency's staffing report stating that the hearing and vision staff are laid off for the summer and the agency now has a male Community Health Worker.

L. RELATED NEWS ARTICLES AND LINKS: <https://www.mmdhd.org/2019-board-of-health-2/>

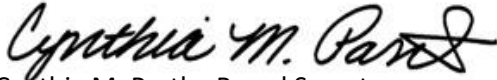
1. Raw Sewage Pipe Visibly Discharging Into River, *Gratiot County Herald*, April 17, 2019
2. Disposal Dates Are Coming Up, *Daily News*, April 19, 2019
3. Honing In On H2O, Health Department Proposing Water Quality Program In Response To Septic System Issues, *Daily News*, April 20, 2019
4. Michigan's Groundwater Threatened By Silent Crisis, *Daily News*, April 24, 2019
5. Velsicol Plant Cleanup On Track, For Now, *Gratiot County Herald*, April 24, 2019
6. A Healthy Discussion, Commissioner, Health Official Debate Water Quality Proposal, *Daily News*, April 25, 2019
7. Commissioner Questions Board of Health Minutes, *Daily News*, April 25, 2019
8. Health Officials Plan For Measles, *Daily News*, April 27, 2019
9. Time To Get Much Tougher On The Anti-Vaccine Crowd, *Morning Sun*, May 2, 2019
10. Health Department Conducting Phone Survey, *Daily News*, May 4, 2019
11. Health Safety: Health Department's Dedication To Public Service Often Goes Unnoticed, *Daily News*, May 6, 2019
12. New Well Alleviates Tri County's PFAS Problem, *Daily News*, May 6, 2019
13. [Bacteria and Viruses From Human Waste Getting Into Michigan Water](#), *Michigan Radio (NPR)*, May 6, 2019
14. Medication Drop-Off Day Is May 18, *Daily News*, May 11, 2019
15. Health Department Working With Riverdale To Stop Sewage From Flowing Into Pine River, *Daily News*, May 24, 2019
16. Quality Questions: Health Department Moves Forward With Water Quality Specialist, Despite Opposition From Commissioner, *Daily News*, May 24, 2019
17. Cleanup Work Resumes At Former Velsicol Chemical Plant Site, *Morning Sun*, May 28, 2019
18. Health Officials Drafting Editorial, *Daily News*, May 28, 2019
19. Foodborne Illness Is No Picnic, *Lakeview Area News*, May 30, 2019
20. Household Hazardous Waste Collection, *Daily News*, June 4, 2019
21. Farmers' Market Season Kicks Off This Week, *Morning Sun*, June 5, 2019

22. It's The Time Of Year To Start Watching Out For Ticks, *Daily News*, June 5, 2019
23. Pathways To Better Health Receives United Way Grant, *Lakeview Area News*, June 6, 2019
24. A Watershed Moment: Montcalm Conservation District Receives \$370,495 Grant For Flat River, *Daily News*, June 12, 2019

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting adjourned at 10:31 a.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Cynthia M. Partlo". The signature is fluid and cursive, with a large, stylized initial "C" and a long, sweeping underline.

Cynthia M. Partlo, Board Secretary  
For George Bailey, Chairperson  
Mid-Michigan District Board of Health