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<b>BOARD OF HEALTH:</b>	Bruce DeLong Dwight Washington, Ph.D.	George Bailey Chuck Murphy	Betty Kellenberger Adam Petersen
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**APPROVED 9/23/20**

BOARD OF HEALTH  
 REGULAR MEETING  
 At  
 Mid-Michigan District Health Department (MMDHD)  
 Saint Johns, Michigan

*Meeting held electronically through Zoom at <https://us02web.zoom.us/j/9902840485> due to COVID-19.*

Wednesday, August 26, 2020 at 9 a.m.

**MINUTES**

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

- Members Present: George Bailey, Chairperson (in person); Bruce DeLong (in person); Chuck Murphy (in person); Dwight Washington; (virtually); and Betty Kellenberger, Vice Chairperson (virtually)
- Members Absent: Adam Petersen
- Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer (in person); Melissa Selby, Director of Administrative Services (virtual); Cynthia M. Partlo, Board Secretary (virtual); Jennifer E. Morse, MD, MPH, FAAFP, Medical Director (in person); Liz Braddock, Director of Environmental Health (EH) (in person)
- Staff Absent: Sarah Doak, Director of Community Health and Education Division (CHED)
- Guests: Elisabeth Waldon, Reporter (virtual), Daily News; Andre Hutson (virtual-joined at 10:12 a.m.)

George Bailey, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:01 a.m. on Wednesday, August 26, 2020, virtually through Zoom at <https://us02web.zoom.us/j/9902840485> due to the highly-contagious COVID-19 and to assure compliance with federal, state, and local health guidance and requirements relating to the Governor’s Executive Order 2020-154.

The Pledge of Allegiance was led by G. Bailey.

**A. AGENDA NOTES, REVIEW, AND REVISIONS:**

G. Bailey requested that all votes be taken by roll call.

**Motion made by B. DeLong and seconded by C. Murphy to approve the Agenda as presented. C. Partlo called the roll:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

**B. CONSENT ITEMS:**

**1. Meeting Minutes**

- a. Michigan Association for Local Public Health (MALPH) Draft Board of Directors Meeting held July 13, 2020
- b. Mid-Michigan District Board of Health (BOH) Personnel Committee Meeting held July 21, 2020
- c. Mid-Michigan District BOH Regular Meeting held July 22, 2020
- d. Mid-Michigan District BOH Personnel Committee Meeting held August 4, 2020
- e. Mid-Michigan District (BOH) Special Meeting held August 10, 2020

**2. Communications**

- a. Letter dated July 14, 2020 to Dr. Jennifer Morse from John R. Moolenaar, U.S. House of Representatives regarding grant funding for the United States Department of Agriculture (USDA) Farm to School Program
- b. Letter dated July 24, 2020 to Melissa Bowerman from Michigan Municipal Risk Management Authority (MMRMA) regarding the distribution of excess net assets to Members
- c. Letter dated August 19, 2020 to Local Health Officers from Robert Gordon, Director, Michigan Department of Health and Human Services (MDHHS) regarding clarify the intent of COVID-19 funding

M. Cheatham reported that Megan Swain, Executive Director for the Michigan Department of Local Public Health is leaving the Association. M. Cheatham indicated that under her leadership, the agency enjoyed a beneficial relationship with the Association. Additionally, M. Cheatham reported that the contract with the Teamsters Local 214 was moving along and should be concluded soon.

**Motion made by B. Kellenberger and seconded by D. Washington to accept and place Meeting Minutes B. 1. a. through d. as well as Communications B. 2. a. and c. on file. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

C. PUBLIC COMMENTS: None.

D. BRANCH OFFICE EMPLOYEES: None.

E. COMMITTEE REPORTS:

1. Finance Committee – Bruce DeLong, Chairperson

a. MMDHD’s Expenses for July 19 through August 14, 2020

**Motion made by B. DeLong and seconded by C. Murphy to approve payment of the MMDHD’s expenses for July 19 through August 14, 2020 in the amount of \$474,665.35. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

b. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for July 2020

**Motion made by B. DeLong and seconded by D. Washington to approve and place the Balance Sheet, Revenue and Expenditure Report for July 2020 on file. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

- c. MMDHD Municipal Employees Retirement System (MERS) 2019 Actuarial Valuation Report, (selected pages)

B. DeLong reported that the Finance Committee reviewed the MERS 2019 Actuarial and advised staff to maintain their focus on keeping the agency’s percentage high.

**Motion made by B. DeLong and seconded by D. Washington to accept the MERS 2019 Actuarial Valuation Report and place it on file. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

- 2. Personnel Committee – Betty Kellenberger, Chairperson

- a. Health Officer Employment Agreement

M. Cheatham stated that the Employment Agreement is the same as prior Agreements except that he would be receiving the same percentage increase as granted to the non-union staff on October 1, 2020. He requested that the BOH authorized G. Bailey to sign as Board Chair as he would like to continue employment for another year.

**Motion made by C. Murphy and seconded by B. DeLong to authorize G. Bailey to sign the Health Officer’s Employment Agreement as proposed. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

- b. Health Officer Goals for FY 20/21

M. Cheatham reviewed his goals for FY 20/21 and thanked the Board for their input. He reported that their ideas had been incorporated into the agency’s Strategic Plan and requested approval of his goals for FY 20/21.

**Motion made by B. DeLong and seconded by C. Murphy to approve the Health Officer’s Goals for FY 20/21. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

c. Hiring Public Health Nurses (PHN) at Step 3

M. Cheatham stated that the agency received funding from the Federal Emergency Management Agency (FEMA) and the Centers for Disease Control and Prevention (CDC) to combat COVID-19 and was intended to be spent immediately on COVID-19 contact tracing and testing. He said that as the BOH previously approved hiring retired PHN Laura Grosskopf for a 90-day period; MMDHD needed to continue using her services for another 90 days. Additionally, M. Cheatham explained that he would like to hire Andrea Tabor, former Director of CHED, as a temporary COVID-19 PHN. He said that the Michigan Nurses Association (MNA) indicated that as Laura Grosskopf was a seasoned former employee that she should have been started at Step 3 of the 08 wage band and Andrea Tabor was also a seasoned employee and should be started at Step 3; therefore, he requested that the BOH approve both individuals to start at Step 3 of the 08 wage band.

**Motion made by C. Murphy and seconded by B. Kellenberger to approve the hiring of 2 Public Health Nurses at Step 3; one for a 90-day period and the other on a temporary basis, limited by FEMA and CDC funding to address COVID-19. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

- 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, FAFP

1. COVID-19 Update

Dr. Morse provided an update on COVID-19 stating that there are 25 candidate vaccines in clinical trials and 138 in preclinical trials. She explained the differences between the trials and the phases. She explained the different types of vaccines and how they work. She indicated the link where individuals could follow the status of all the COVID-19 vaccine candidates.

2. Influenza Vaccine

Dr. Morse said that it was very important to get the influenza vaccine this year so that hospitals do not become overwhelmed. She reported that the Massachusetts Department of Public Health was requiring all school students enrolled in childcare, pre-school, K-12, or post-secondary institutions to receive the annual flu vaccine before December 31. She said that Massachusetts was the first state to make this requirement.

Dr. Morse discussed the optimal time to receive the flu vaccine but emphasized the importance of being vaccinated before the end of October.

Dr. Morse reviewed the BOH Monthly Healthy Living Recommendation for September:

1. *Get an influenza vaccination as soon as they become available.*
2. *Get a SARS-CoV-2 vaccination as soon as a safe and effective vaccine has been approved and dosing has been recommended. Until that time, continue to rely on non-pharmaceutical interventions to prevent COVID-19. These include:*
  - *Wash your hands often*
  - *Avoid close contact*
  - *Cover your mouth and nose with a mask when around others*
  - *Cover coughs and sneezes*
  - *Clean and disinfect*
  - *Monitor Your Health Daily*

**Motion made by C. Murphy and seconded by D. Washington to approve the BOH Monthly Healthy Living Recommendation for September as proposed and approve the Medical Director’s Report as presented. C. Partlo called the roll:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

G. HEALTH OFFICER’S REPORT:

1. Agreements Signed, July 20 through August 21, 2020

M. Cheatham briefly reviewed the agreements signed, noting the topic was for information only.

2. COVID-19 Activities

M. Cheatham reviewed the agency’s COVID-19 response activities stating that Gratiot and Montcalm Counties have held drive-through testing clinics. He reported that the agency was trying to establish a

testing clinic in Clinton County; however, has been running into problems with available testing labs. He reported that several school districts in Clinton County have contacted the health department requesting assistance with students testing positive for COVID-19.

a. Implementing Michigan Occupational Safety and Health Administration (MIOSHA) Guidelines for Gyms

M. Cheatham indicated that the Clinton County Emergency Operations Center invited the health department to a meeting to discuss how to reduce the harm by having gyms open. He reported that gyms in northern Michigan were open and safely following the MIOHSA Guidelines for gyms. He said that in our region, gyms are supposed to be closed by Executive Order and that there was risk to opening them. Additionally, the Health Department does not have capacity to monitor all of the gyms districtwide. He explained that in Clinton County, police officers are being called to investigate complaints regarding open gyms, so while they are already there conducting their investigation, they have agreed to complete a checklist if provided one by MMDHD. M. Cheatham said that for this to be a MMDHD policy, Gratiot and Montcalm Counties would also need to approve.

Andre Hutson from Conquest Gyms requested permission to comment. He said that he opened his facilities up because of an outcry from members to be fit and because his businesses have been closed for five months. He indicated that he has spoken with M. Cheatham and the police chiefs within his service area explain that he promotes safety and being checked every day for compliance. He said he appreciated the time that the Board has taken to consider this issue.

G. Bailey and C. Murphy said that they cannot consider this topic without discussing it first with the Gratiot County Sheriff’s department and prosecutor. G. Bailey agreed that the MIOSHA Guidelines for gyms are good and that these businesses should not be forced to stay closed. G. Bailey mentioned that he was concerned with enforcement. B. Kellenberger indicated that she would need to discuss the issue with the Montcalm County Sheriff and prosecutor as well.

M. Cheatham requested authorization from the BOH to continue exploring the process of gyms opening in the district under MIOSHA Guidelines for gyms, indicating that he would discuss the issue with Montcalm and Gratiot County staff.

D. Washington commented that it would not be considered a blanket authorization for gyms to stay open but would be determined by the current COVID-19 cases in our region.

**Motion made by B. DeLong and seconded by C. Murphy to continue to move forward with using the MIOSHA Guidelines for gyms to open. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

3. Immunizations

M. Cheatham discuss the agency’s plan to restart immunizations prepared by Mary Kushion, Consultant hired through the Cross-Jurisdictional Sharing grant.

4. Centers for Disease Control and Prevention (CDC) Vaccine Planning

M. Cheatham reviewed the letter received by the agency outlining the process for administering a COVID-19 vaccine to the public.

5. Trace Force Data

M. Cheatham explained the Trace Force data noting that in several categories the agency was above Michigan levels.

**Motion made by G. Bailey and seconded by D. Washington to approve the Health Officer’s report. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

H. OLD BUSINESS:

1. Riverdale Update

L. Braddock mentioned that a meeting was scheduled in September to meet with the Riverdale community and the Michigan Department of Energy, Great Lakes, and Environment (EGLE) that was being restricted to 10 members due to the Executive Order. She noted that Zoom access had not yet been established. She reported that progress was slowly moving forward.

2. PFAS Update/Test Results

L. Braddock provided an update regarding PFAS stating that a new site in Montcalm County was identified and 16 homes were being tested this week. If a positive test result is found, water filters would be provided to residents. G. Bailey asked if the source had been found. L. Braddock replied that the source had not been found; however, old landfills or dumps were being explored.

I. NEW BUSINESS:

1. L. Braddock mentioned that the agency had issued letters regarding COVID-19 complaints within the district.



2. Emerging Issues

a. Arbovirus –

[https://www.michigan.gov/documents/emergingdiseases/Weekly\\_Arbovirus\\_Summary\\_698895\\_7.pdf](https://www.michigan.gov/documents/emergingdiseases/Weekly_Arbovirus_Summary_698895_7.pdf)  
*Second Horse Has Eastern Equine Encephalitis (EEE)*, *Morning Sun*, August 20, 2020  
*EEE Confirmed in Montcalm County Horse*, *Daily News*, August 20, 2020

L. Braddock reported that another horse in Montcalm County has tested positive for EEE. She said that currently, there were two positive horses in Montcalm County and two positive horses in Clare County. She indicated that mosquito traps were being set in Montcalm County to try and capture the infected mosquitos.

**Motion made by G. Bailey and seconded by C. Murphy to accept L. Braddock’s report and place it on file. C. Partlo called the roll:**

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
D. Washington	✓	
G. Bailey	✓	

**Motion carried 5-0.**

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, July 2020
2. MMDHD Staffing Report

M. Cheatham reviewed the staffing report.

L. RELATED NEWS ARTICLES AND LINKS: – <https://www.mmdhd.org/2020-board-of-health/>

1. GPS Drafting Plans For In-Person Learning; Online Alternatives Will Also Be Available, *Daily News*, July 15, 2020
2. Lakeview School Board Welcomes New Super, *Daily News*, July 15, 2020
3. Officials: Virus Spike From Community Spread, *Morning Sun*, July 15, 2020
4. Stanton City Commission Considers Restaurant’s Outdoor Dining Request, *Daily News*, July 16, 2020
5. Health Department Eliminates Water Quality Program Due To Coronavirus Pandemic, *Daily News*, July 17, 2020
6. Cleaning It Up, *Morning Sun*, July 21, 2020
7. By The Numbers: Understanding Local COVID-19 Data, *Gratiot County Herald*, July 22, 2020
8. Gratiot Death Brings COVID-19 Toll To 15, *Morning Sun*, July 22, 2020
9. Gratiot’s Cases Top 100; COVID-19 Deaths Now At 15, *Gratiot County Herald*, July 22, 2020
10. Clare Sees Single-Day Biggest Uptick In Cases, *Morning Sun*, July 24, 2020
11. Task Force to EPA: Help End River Re-Pollution, *Morning Sun*, July 24, 2020
12. Health Dept. Orders Fitness Center To Cease And Desist, *Daily News*, July 27, 2020

13. Health Officials Talk Return To School, *Daily News*, July 27, 2020
14. Clare COVID-19 Surge Increases To 10 Cases In Less Than A Week, *Morning Sun*, July 28, 2020
15. COVID-19 Drive-Through Test Site Coming To Greenville, *Daily News*, July 30, 2020
16. Isabella Camper Caught COVID, *Morning Sun*, July 30, 2020
17. WIC Program Makes A Difference, *Daily News*, July 31, 2020
18. Child Vaccinations Down Across Michigan, *Lansing State Journal*, August 3, 2020
19. Greenville Gym Owner Hires Owosso Barber's Attorney, *Daily News*, August 5, 2020
20. 'I Want To Know'; Nearly 100 People Participate In Drive-Thru Coronavirus Testing Event In Greenville, *Daily News*, August 6, 2020
21. Study Finds Health Risk From Pine River Fish, *Daily News*, August 10, 2020
22. CC-C Schools Ready for 'Soft Opening' Aug. 24, *Daily News*, August 12, 2020
23. Cleanup Of Former Velsicol Site Ongoing, *Morning Sun*, August 13, 2020
24. 13 Local Businesses Warned To Close During Pandemic, *Lansing State Journal*, August 14, 2020
25. From The Ground Up-Alma College Students Meet Needs With Community Garden, *Morning Sun*, August 18, 2020
26. Cautiously Optimistic, *Gratiot County Herald*, August 19, 2020
27. School Districts Prepare For Mix Of In-Person, Remote Students, *Gratiot County Herald*, August 19, 2020
28. Central Montcalm School Board Meets In Person On Eve Of Return To Classes, *Daily News*, August 20, 2020

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting was adjourned at 10:33 a.m.

Respectfully Submitted,



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