



CLINTON OFFICE
 1307 E. Townsend Rd.
 Saint Johns, MI 48879-9036
 (989) 224-2195

GRATIOT OFFICE
 151 Commerce Dr.
 Ithaca, MI 48847-1627
 (989) 875-3681

MONTCALM OFFICE
 615 N. State St.
 Stanton, MI 48888-9702
 (989) 831-5237

BOARD OF HEALTH:	Bruce DeLong	George Bailey	Michael R. Beach
	Dwight Washington, Ph.D.	Chuck Murphy	Adam Petersen

APPROVED 3/24/21

Mid-Michigan District Health Department
 BOARD OF HEALTH
 ORGANIZATIONAL MEETING

January 27, 2021
 9:00 a.m.

Meeting held virtually through Zoom Video Communications, Inc. due to COVID-19.

MINUTES

(Corrected)

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

Members Present: Bruce DeLong (Saint Johns, Michigan), Adam Petersen (Greenville, Michigan), Chuck Murphy (Alma, Michigan), Michael Beach (Carson City, Michigan), Dwight Washington (Bath, Michigan), and George Bailey (Englewood, Florida)

Members Absent: None

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer (Stanton, Michigan); Melissa Selby, Director of Administrative Services (Stanton, Michigan); Cindy Partlo, Executive Administrative Assistant (Lansing, Michigan); Jennifer E. Morse, MD, MPH, FAAFP, Medical Director (Clare, Michigan); Sarah Doak, Director of Community Health and Education Division (CHED) (Saint Johns, Michigan); and Liz Braddock, Director of Environmental Health (EH) (Bath, Michigan)

Staff Excused: None

Guests: Elisabeth Walden, Reporter, Daily News; Craig Lyons, Lansing State Journal

M. Cheatham, Health Officer called the Organizational Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m., on Wednesday, January 27, 2021, virtually through Zoom Video Communications, Inc. due to the highly-contagious COVID-19 and to assure compliance with federal, state, and local health guidance and requirements.

The Pledge of Allegiance was led by B. DeLong.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

As election of a Chairperson for 2021 had not occurred, M. Cheatham opened the Organizational Meeting by requesting any additions or revisions to the Agenda. There were none. He mentioned that votes would be by roll call. Additionally, the public comment portion of the meeting follows the Board appointments and consent items. M. Cheatham asked C. Partlo to call the roll:

Board Member	Present	Absent
G. Bailey	✓	
M. Beach	✓	
B. DeLong	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	

Quorum noted.

Motion made by B. DeLong and seconded by C. Murphy to approve the Agenda as presented.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
B. DeLong	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	

Motion carried 6-0.

M. Cheatham welcomed new Montcalm County Commissioner, Michael Beach to the BOH stating that he recently held an orientation with him.

B. ELECTION OF OFFICERS FOR 2021

M. Cheatham explained that the proposed BOH Appointments for 2021 included in the packet were different than the proposed appointments previously discussed by him and G. Bailey. He provided revised BOH Appointments for 2021 showing B. DeLong as Chair and A. Petersen as Vice Chair for consideration by the BOH. M. Cheatham explained that G. Bailey (Gratiot County) was Board Chair for two years; therefore, it was time to rotate to another County. He proposed that the Board Chair go to an experienced BOH member in Clinton County, then it would rotate to Montcalm County. He proposed Montcalm County Commissioner, A. Petersen as Vice Chair.

1. Chairperson

M. Cheatham requested nominations for Chairperson. G. Bailey nominated **B. DeLong**. Nomination seconded by A. Petersen.

Motion made by M. Beach and seconded by C. Murphy that the nominations be closed and a unanimous ballot be cast for B. DeLong as Chairperson.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

M. Cheatham turned the meeting over to B. DeLong, Chairperson.

2. Vice Chairperson

B. DeLong asked for nominations for Vice Chairperson. D. Washington nominated **A. Petersen**. Nomination seconded by C. Murphy.

Motion made by G. Bailey and seconded by D. Washington that the nominations be closed and a unanimous ballot be cast for A. Petersen as Vice Chairperson.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

C. APPOINTMENTS TO THE BOH FOR 2021

1. Appointment of BOH Secretary

The agency's position of Executive Administrative Assistant typically serves as the BOH Secretary and carries out the posting of public notices for the BOH. **Cynthia Partlo, Executive Administrative Assistant** was appointed as BOH Secretary.

2. Appointment of BOH Standing Committee Chairpersons and Membership: Assignments for 2021

a. Finance Committee

B. DeLong appointed himself, G. Bailey, and A. Petersen to the Finance Committee. G. Bailey will serve as Chairperson.

b. Personnel Committee

B. DeLong appointed C. Murphy, A. Petersen, and D. Washington to the Personnel Committee. D. Washington will serve as Chairperson.

c. Program Committee

**CORRECTED
2/24/2021**

B. DeLong appointed M. Beach, C. Murphy, and D. Washington to the Program Committee. **M. Beach** ~~D. Washington~~ will serve as Chairperson.

3. Appointment of BOH Representatives to External Organizations and Committees, Assignments for 2021

a. Mid-Central Coordinating Committee

B. DeLong appointed C. Murphy, A. Petersen, and D. Washington to the Mid-Central Coordinating Committee.

b. Michigan Association for Local Public Health (MALPH)

B. DeLong appointed D. Washington to the MALPH.

4. Appointment of BOH Representatives to Internal Committees for 2021

a. Quality Vision Action Team (QVAT)

No appointment was made to the QVAT.

Motion made by D. Washington and seconded by M. Beach to adopt the 2021 BOH and Proposed Appointments (Standing Committees and Membership Assignments).

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

D. CONSENT ITEMS:

1. Meeting Minutes

a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held December 14, 2020

b. Mid-Michigan District BOH Regular Meeting held December 16, 2020

M. Cheatham said that MALPH has a new Executive Director named Norm Hess.

Motion made by G. Bailey and seconded by A. Petersen to accept and place the Meeting Minutes D. 1. a. and b. on file.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

2. Communications

- a. Email message dated January 5, 2021 to Cindy Partlo from Penny Goerge, Executive Secretary, Clinton County, regarding appointments to the BOH for 2021
- b. Letter dated January 7, 2021 to Marcus Cheatham, PhD from Bob Swanson, Director, Division of Immunizations, Michigan Department of Health and Human Services (MDHHS) regarding COVID Immunizations award for FY 2021 in the amount of \$137,050
- c. Email message dated January 11, 2021 to Marcus Cheatham from Michelle Becker, Montcalm County Confidential Administrative Aide, regarding appointments to the BOH for 2021
- d. Letter dated January 12, 2021 to Mid-Michigan District BOH from Angie Thompson, Gratiot County Clerk regarding Gratiot County BOH appointments to the BOH for 2021
- e. Memorandum dated January 20, 2021 to Local Health Departments from Sean Dunleavy, Manager, Quality Assurance Unit, Michigan Department of Agriculture and Rural Development (MDARD) regarding the status of food programs

L. Braddock mentioned that the State Minimum Program Requirements (MPR) for accreditation in the Food Program were paused; and the agency was considering restarting restaurant inspections in March once the restaurants were back to full capacity. She reported that schools would be inspected first because an inspection was required for them to receive Federal funding.

Motion made by D. Washington and seconded by C. Murphy to accept and place Communications D. 2. a. through e. on file.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

E. PUBLIC COMMENTS: None.

F. BRANCH OFFICE EMPLOYEES: None.

G. COMMITTEE REPORTS:

1. Finance Committee:

a. MMDHD’s Expenses for December 5, 2020 through January 15, 2021

Motion made by G. Bailey to approve the MMDHD’s Expenses for December 5, 2020 through January 15, 2021, totaling \$824,234.47. Motion seconded by M. Beach.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

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

M. Selby commented that the Balance Sheet, Revenue and Expenditure Report for December reflected a deficit for the agency \$199,000; however, more COVID grant funding was expected. She reported that some program fees were down. She also added that the majority of the agency’s fees would be received in March.

Motion made by G. Bailey to approve the MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for December 2020 and place on file. Motion seconded by D. Washington.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

- c. MMDHD’s Financial Status Report (FSR), FY 19/20

M. Selby provided a brief overview of the FSR stating that presenting it to the BOH was an audit requirement. She asked if the BOH had any questions regarding the FSR to bring them to the February Regular BOH Meeting. M. Cheatham explained how to read the report.

- d. BOH Per Diem Compensation and Travel Reimbursement Policy

M. Cheatham reviewed the BOH Per Diem Compensation and Travel Reimbursement Policy as presented and requested adoption for 2021.

Motion made by G. Bailey and seconded by C. Murphy to adopt the BOH Per Diem Compensation and Travel Reimbursement Policy as presented dated February 1, 2020.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

- e. Extension Agreement with My Community Dental Centers, Inc. (MCDC), Saint Johns Center

M. Cheatham mentioned that the Agreement with MCDC for the Saint Johns Center expires February 1, 2021 and negotiations have not been completed on a new Agreement. Therefore, M. Cheatham requested Board approval to authorize B. DeLong to sign the Extension Agreement. He reviewed existing Agreements for leasing of space and equipment stating that the funds (approximately \$20,000) flow through the health department to Clinton County.

Motion made by G. Bailey and seconded by D. Washington to authorize the Board Chair to sign the Extension Agreement with MCDC for the Saint Johns Center.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

2. Personnel Committee – No report.
3. Program Committee – No report.
4. Mid-Central Coordinating Committee – No report.

G. MEDICAL DIRECTOR’S REPORT: Jennifer E. Morse, M.D., MPH, FAAFP

1. SARS-CoV-2 Variant

Dr. Morse provided an overview of the SARS-CoV-2 variant stating that mutations in viruses are very common. She reported that influenza’s eight different segments of RNA were more susceptible to mutations than coronaviruses, which have one segment of RNA. She explained the differences between strains, variants, and mutations. She noted that the SARS-CoV-2 variant from the United Kingdom was beginning to spread into the United States. She reviewed some of the concerns of COVID-19 variants and mentioned that there were several cases caused by variants in 24 of the United States. She mentioned that 14 cases of the new variant have been identified in Michigan and cautioned that positive cases might increase over the next few months. She said there was concern that a new variant would take over as the predominant variant by March 2021. Therefore, she said that it was important to continue preventive measures of masking, 6-foot distancing, washing hands often, ventilating indoor spaces, and getting vaccinated for COVID-19 when available. She reported that effective January 26, 2021, new travel requirements were in place.

Dr. Morse recommended the following be adopted as the BOH Monthly Healthy Living Recommendation for February:

1. *Be aware of new travel requirements.*
 - a. *Effective January 26, 2021 all air passengers arriving to the US from a foreign country to get tested for COVID-19 infection no more than 3 days before their flight departs and to provide proof of the negative result or documentation of having recovered from COVID-19 to the airline before boarding the flight. For more information on this testing requirement, see the [Frequently Asked Questions](#).*
 - b. *Get tested 3-5 days after travel AND stay home for 7 days after travel.*
 - c. *Even if you test negative, stay home for the full 7 days.*
 - d. *If you don’t get tested, it’s safest to stay home for 10 days after travel.*
 - e. *Always follow state and local recommendations or requirements related to travel.*
 - f. *Delay your travel if you are waiting for test results.*

2. *Continue to do all you can to prevent COVID-19 transmission.*
 - a. *Get vaccinated for COVID-19.*
 - b. *Wear a mask around others.*
 - c. *Stay 6 feet apart from others.*
 - d. *Wash hands often.*
 - e. *Ventilate indoor spaces.*

3. *For a high-level course on how public health uses genetics of viruses and bacteria to track disease, see the COVID-19 Genomic Epidemiology Toolkit*
<https://www.cdc.gov/amd/training/covid-19-gen-epi-toolkit.html>

G. Bailey asked if new variants would cause the COVID-19 vaccine to become ineffective later this year. Dr. Morse replied that was being researched and said that the manufacturer could insert the new spiked protein into the vaccine. If research reflected that the current vaccine was not as effective, the vaccine could be replaced, or a booster vaccine might be required in the future.

D. Washington asked Dr. Morse how students are not transmitting COVID-19 to their family members. She mentioned that it appeared adults transmit to children through community spread, although spread among children in the classroom was not being seen. She mentioned that her theory was that young children do not cough as deeply or blow their noses as much as adults do. She believes that the controlled environment at schools was another reason why the spread among children was very low. She reported that various studies on this were being released.

D. Washington asked why COVID-19 was such a pandemic now opposed to five years ago. Dr. Morse replied that prior to a year ago, SARS-CoV-2 did not exist. Typically, four coronaviruses affected humans on a regular basis causing the common cold. She reported that SARS-CoV-2 was a new variant that started in animals and changed to infect humans (similar to SARS or MERS). Because of the make-up of SARS-CoV-2 being highly contagious, it allows for spread on a very large scale. She added that the human body has never experienced the virus before; therefore, no natural immunity exists.

M. Cheatham asked Dr. Morse to speak about the Michigan Bureau of Laboratories. Dr. Morse said that genetic typing could be performed in different ways. She reported that several labs in Michigan do genetic typing; however, the Michigan State Bureau of Laboratories performs about 6% of all the COVID-19 genetic typing in the United States. She indicated that the lab was a “rock star” among public health laboratories in the United States. Currently, the lab was requesting samples from people that have traveled within the United States and Internationally where these variants are found.

Motion made by A. Petersen and seconded by D. Washington to adopt the BOH Monthly Healthy Living recommendation for February and accept the Medical Directors report and place it on file.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
B. DeLong	✓	

Motion carried.

I. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Ph.D.

1. Quarterly Service Report (QSR), First Quarter FY 20/21 (October 1, 2020 through December 31, 2020)

M. Cheatham explained the FY 20/21 QSR for the first quarter and reviewed program numbers for the CHED and EH Divisions, comparing the data with first quarter data from the FY 19/20 report. He indicated that the charts provided showed the level of services provided by program in each County. In summary, M. Cheatham said that he found it amazing that the health department's standard programs have been operating at consistent levels through COVID-19.

2. COVID-19 Activities

M. Cheatham provided an overview regarding COVID-19 vaccinations stating that the health department has been finishing up individuals in Phase 1A and has begun vaccinating individuals in Phase 1B simultaneously. He mentioned that the State has told local health departments to do the best that they can with vaccinating the priority occupations in the proper order, while vaccinating both phases at the same time. M. Cheatham reported that to date, the MMDHD received a total of 4,300 doses of vaccine, although 18,850 doses have come into our district with the majority going to health care providers. He indicated that he was hopeful that beginning next week, distribution of vaccine doses to the health department would increase. S. Doak provided an update on the COVID-19 clinics that the agency has held; and she mentioned that the agency has partnered with Meijer Pharmacy (Greenville and Alma locations) to vaccinate those 65 and over. She also said that 200 doses of vaccine were given to Sparrow Clinton Hospital Pharmacy for individuals in Phases 1A and 1B. She provided an overview of the agency's process for making an appointment once vaccine was received. In addition, S. Doak reported that the standard immunization program (three days per week), as well as the other clinic programs, continue to operate.

D. Washington commented regarding the distribution plan stating that the rollout of the vaccine was sloppy and felt that the process could be done better. He said that he would be sending M. Cheatham an article regarding a new method of distributing the vaccine for his consideration. M. Cheatham said that it was not easy for a local health department to make their own vaccination distribution plans. He explained that rather than each health department making their own plans, local health departments should follow a collective plan. S. Doak mentioned that the Federal and State governments were holding back the second doses of vaccine, which would not affect our requests for first doses.

a. Trace Force Data

M. Cheatham reviewed current Trace Force data stating that contract tracing numbers for MMDHD have improved since the heavy caseload during October and November. He added that COVID-19 spread was still evident in the community.

3. Agreements Signed, December 11, 2020 through January 21, 2021

M. Cheatham reviewed the agreements signed stating that the topic was informational only.

J. OLD BUSINESS: – None

K. NEW BUSINESS:

1. Adoption of Proposed 2021 BOH Finance Committee and Regular Meeting Schedule

Motion made by C. Murphy and seconded by D. Washington to approve the 2021 BOH Finance Committee and Regular Meeting Schedule as proposed.

Board Member	Yes	No
G. Bailey	✓	
M. Beach	✓	
B. DeLong	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	

Motion carried.

2. Emerging Issues – None.

L. LEGISLATIVE ACTION: – None.

M. INFORMATIONAL ITEMS:

- 1. Mid-Michigan District BOH Action Items, December 2020
- 2. Staffing Report, January

N. RELATED NEWS ARTICLES AND LINKS: – <https://www.mmdhd.org/2021-board-of-health/>

- 1. Community advisory Group Announces Hall of Fame Inductees, *Gratiot County Herald*, December 9, 2020
- 2. Incoming State Rep To Lakeview Restaurant Owners: ‘I Have Your Back’, *Daily News*, December 14, 2020
- 3. Region Sees Deadliest 10 Days Of Pandemic, *Morning Sun*, December 15, 2020
- 4. Vaccines To Arrive This Week, *Morning Sun*, December 15, 2020
- 5. COVID-19: Gratiot Death Toll Hits 50; Outbreaks At Long Term Care Facilities, St. Louis Prisons, *Gratiot County Herald*, December 17, 2020
- 6. Six New COVID-19 Deaths Reported, *Morning Sun*, December 17, 2020
- 7. Montcalm County Reports Its 50th COVID-19 Death, *Daily News*, December 18, 2020
- 8. Shot Of Hope, *Morning Sun*, December 18, 2020

9. Gratiot Healthcare Workers Begin To Receive COVID-19 Vaccine, *Gratiot County Herald*, January 8, 2021
10. Region Sees 12 More COVID Death, *Morning Sun*, December 23, 2020
11. 4 Deaths Reported, Including One In Clare County, *Morning Sun*, December 24, 2020
12. COVID-19 Update: Gratiot Death Toll Tops 60, *Gratiot County Herald*, December 30, 2020
13. Montcalm County Judge To Hear Chapz Roadhouse Case, *Daily News*, December 30, 2020
14. State Adds 9 COVID Deaths From Mid-Michigan, *Morning Sun*, December 30, 2020
15. State Reports New COVID Deaths In Gratiot, *Morning Sun*, December 31, 2020
16. Vaccine Rollout Limited In Region, *Lansing State Journal*, January 1, 2021
17. Health Department To Offer Free Fluoride Varnish Applications, *Daily News*, January 2, 2021
18. State Answers Bell With New PBB Website, *Morning Sun*, January 3, 2021
19. Twenty-Two Die From COVID Since Wednesday, *Morning Sun*, January 5, 2021
20. Crystal Township Talks Tax Time Building Occupancy, *Daily News*, January 6, 2021
21. Local COVID Deaths Slowing After Tough December, *Daily News*, January 6, 2021
22. MMDHD Begins Administering COVID-19 Vaccine, *Gratiot County Herald*, January 6, 2021
23. Nine New Deaths Reported In Region, *Morning Sun*, January 6, 2021
24. Local Health Department Has Administered 440 Of Its 1,600 COVID Vaccines, *Daily News*, January 7, 2021
25. MMDHD Begins Administering COVID-19 Vaccine, *Lakeview Area News*, January 7, 2021
26. State To Open New Vaccine Phase, *Lansing State Journal*, January 7, 2021
27. Two Deaths Per Day In Gratiot Last Week As Vaccine Distribution Continues To Progress, *Gratiot County Herald*, January 7, 2021
28. Four More Deaths Reported, *Morning Sun*, January 8, 2021
29. The COVID-19 Vaccine: Who's Received It So Far In Ionia And Montcalm Counties, *Daily News*, January 11, 2021
30. Vaccination Vexation: Local Health Officer Calls Gov. Whitmer's Vaccine Announcement 'Unfortunate', *Daily News*, January 11, 2021
31. COVID-19 Vaccine In Short Supply, *Lansing State Journal*, January 12, 2021
32. Greenville Public Schools Teachers, Staff Begin Receiving Vaccine For COVID-19, *Daily News*, January 12, 2021
33. Four New Deaths Reported In Region, *Morning Sun*, January 15, 2021
34. Local Health Department: Please Do Not Call Us To Request COVID-19 Vaccination, *Daily News*, January 16, 2021

N. AGENCY NEWSLETTERS: None.

There being no further business to come before the Board, the meeting adjourned at 10:36 a.m.

Respectfully Submitted,



Cynthia M. Partlo
 Board Secretary For
 Bruce DeLong, Chairperson
 Mid-Michigan District BOH