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

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)
BOARD OF HEALTH
REGULAR MEETING
at
Montcalm Office, Stanton, Michigan

Wednesday, July 27, 2022
9:00 a.m.

MINUTES

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

Members Present: Adam Petersen, Vice Chairperson; Bruce DeLong, Chairperson; George Bailey; Chuck Murphy, Dwight Washington; and Michael Beach

Members Absent: None

Staff Present: Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services (AS); Jennifer E. Morse, MD, MPH, FAAFP, Medical Director; Cynthia M. Partlo, Board Secretary; Sarah Doak, Director of Community Health and Education Division (CHED)

Staff Absent: Lonnie Smith, Environmental Health (EH) Director

Guests: Jen Johnson, Public Health Nurse (PHN II); Erin Stratton, Public Health Representative (PHR); Hailey Brewer AS Supervisor; and Krishna Santana, PHR

Bruce DeLong, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:06 a.m. on Wednesday, July 27, 2022, at the Montcalm Office of the MMDHD, Stanton, Michigan.

The Pledge of Allegiance was led by B. DeLong.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

M. Selby requested to add IT contracted services as item E. 1. G.

Motion made by C. Murphy and seconded by M. Beach to approve the Agenda as amended. Motion carried.

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held June 15, 2022
- b. Mid-Michigan District BOH Regular Meeting held June 22, 2022

Motion made by M. Beach and seconded by D. Washington to accept Meeting Minutes B. 1. a. and b. and place on file. Motion carried.

2. Communications

- a. Letter dated May 19, 2022 to Liz Braddock from Laura de la Rambelje, Director, Division of Local Health Services, Michigan Department of Health and Human Services (MDHHS) regarding Notice of Award for the project titled ELC (Epi Lab Capacity) Contact Tracing, Case Investigation, Testing Coordination, and Infection Prevention in the amount of \$606,095
- b. Letter dated July 14, 2022 to Liz Braddock from Laura de la Rambelje, Director, Division of Local Health Services, MDHHS regarding Notice of Award for the project titled PFAS Response Mid Michigan Palo site in the amount of \$1,104
- c. Letter dated July 14, 2022 to Liz Braddock from Laura de la Rambelje, Director, Division of Local Health Services, MDHHS regarding Notice of Award for the project titled PFAS Response Mid Michigan Central Sanitary Landfill in the amount of \$1,382
- d. Letter dated July 5, 2022 to Liz Braddock from Amy S. Peterson, Manager, HIV/STI Prevention Section, MDHHS regarding Notice of Award to support HIV Prevention in the amount of \$20,000 – **Included.**

Motion made by D. Washington and seconded by M. Beach to accept Communications B. 2. a. through d. and place on file. Motion carried.

C. PUBLIC COMMENTS: – None.

D. BRANCH OFFICE EMPLOYEES: – L. Braddock introduced employees Jennifer Johnson, PHN II; Erin Stratton, PHR; and Krishna Santana, PHR hired as the Executive Administrative Assistant replacing C. Partlo.

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

- a. MMDHD's Expenses for June 3 through July 15, 2022

Motion made by G. Bailey and seconded by M. Beach to approve payment of the MMDHD's Expenses for June 3 through July 15, 2022 totaling \$985,449.77. Motion carried.

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for June 2022

Motion made by G. Bailey and seconded by D. Washington to accept the Balance Sheet, Revenue and Expenditure Report for June 2022 and place on file. Motion carried.

- c. FY 22/23 Proposed Draft Budget and Narrative

G. Bailey indicated that the Finance Committee requested several changes at the Special Finance Committee meeting held on July 13, 2022.

Motion made by G. Bailey and seconded by M. Beach to approve the FY 22/23 Budget and Budget Narrative as revised and forward the appropriation amounts to the County Administrators. Motion carried.

- d. FY 22/23 Proposed Agency Fees

- 1) Community Health and Education Division (CHED)

- 2) Environmental Health (EH) Division

A. Petersen said that the Finance Committee requested that the fee amounts were modified to be clearer.

Motion made by G. Bailey and seconded by D. Washington to approve agency fees for FY 22/23 as revised. Motion carried.

- e. Accsense Monitoring System Proposal

G. Bailey explained that the agency was under a tight deadline and needed to take action earlier than today's meeting. Therefore, the Finance Committee authorized the purchase at the July 13th Special Finance Committee Meeting and wanted to ensure that the Finance Committee and BOH had an opportunity to provide feedback and/or finalize a vote. L. Braddock explained the agency's request to purchase dataloggers for the Accsense monitoring system.

Motion made by G. Bailey and seconded by A. Petersen to authorize the purchase of dataloggers for cloud-based monitoring and alarming for the Accsense monitoring system as proposed at a cost of \$8,346 plus taxes and shipping. Motion carried.

- f. Municipal Employees Retirement System (MERS) 2021 Actuarial Valuation Report

M. Selby stated that with the contributions made by the agency, the percentage funded increased to 81%. She said that additional contributions have been built into the FY 22/23 Budget.

Motion made by G. Bailey and seconded by M. Beach to accept and place the MERS 2021 Actuarial Valuation Report on file. Motion carried.

- g. IT Contracted Services

M. Selby mentioned that the agency had three IT staff. One staff member retires September 2, 2022 and another one resigned. She said that management decided to explore contracting out IT

services and had already received one quote for \$125,000/yr. She said that staff would continue to pursue two additional quotes. M. Selby mentioned that the plan was to present the BOH with three quotes at next month's meeting for consideration.

3. Personnel Committee – Dwight Washington, Chairperson – No Report.
4. Program Committee – Michael Beach, Chairperson – No Report.
5. Mid-Central Coordinating Committee – Chuck Murphy – No Report.

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, MD, MPH, FAAFP

1. Ticks

Dr. Morse encouraged BOH members to review her report on ticks, noting there have been increases in tick and mosquitos borne illnesses. She included useful tips in her report regarding ticks.

Dr. Morse reviewed the following BOH Monthly Healthy Living Recommendations for August:

1. *Take steps to avoid tick bites.*
2. *Check for ticks regularly and remove ticks properly.*
3. *Go to www.michigan.gov/emergingdiseases for information on submitting ticks for ID, submitting photos of ticks for ID, tickborne illnesses, and other insect and animal-linked illnesses.*

Motion made by G. Bailey and seconded by D. Washington to adopt the BOH Monthly Healthy Living Recommendations for August as proposed and accept and place the Medical Director's Report on file. Motion carried.

G. HEALTH OFFICER'S REPORT: Mari E. (Liz) Braddock

L. Braddock reviewed her written report, noting that she revised the original report to include data regarding the harm reduction program. In 2022, a total of 22 residents received testing to date, and so far, no new diagnosis of HIV in Montcalm County. L. Braddock reported that participation in the harm reduction program was low. She described the services provided at four events in the county. She reported that a recent grant opportunity could provide a Narcan vending machine at a location within Montcalm County. L. Braddock reported that the Montcalm Care Network provided 350 Narcan kits in the county last year. She reviewed the numbers for nonfatal overdoses and fatal overdoses during 2020 and 2021. L. Braddock stated that she would provide another update in six months.

1. FY 21/22 Quarterly Service Report (QSR), Third Quarter (April 1 through June 30, 2022)

L. Braddock reviewed the FY 21/22 QSR for the third quarter stating that WIC clients were still being seen virtually and in person. Additionally, she said Family Planning Program numbers were low; therefore, media campaigns have increased. L. Braddock also said that the Immunizations Program has improved; however, response from the community to have their children under 5 years of age vaccinated for COVID-19 has been low. In EH, services through the District have increased for food service inspections. The report showed that onsite wastewater systems in Montcalm County were lower than last year, as well as the drinking water; however, Montcalm County activity was higher than the other counties. She reported that trends showed a continued increase in those programs. She

indicated that there had been more nuisance complaints in Montcalm County as well. L. Braddock reported that the EH division was receiving more complaints about illegal camping. The State confirmed if there were less than four campers on a site, it would not be considered a violation of the code. However, she said that if there was illicit discharge of sewage or an issue with drinking water, the health department would need to investigate.

2. Agreements Signed, June 14 through July 20, 2022

Motion made by A. Petersen and seconded by M. Beach to accept the Health Officer's Report and place it on file. Motion carried.

H. OLD BUSINESS:

1. Food Service License Fees

L. Braddock reported that as of last week, one food service facility in Montcalm County has not paid. Enforcement has begun.

I. NEW BUSINESS:

1. Emerging Issues

a. US 127 Tanker Spill

L. Braddock provided an overview of the tanker spill on US 127. She noted that EH staff were involved, and signs were posted at the drain.

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

1. Staffing Report

L. RELATED NEWS ARTICLES AND LINKS: <https://www.mmdhd.org/2022-board-of-health/>

1. Dealing With Foodborne Illness Is No Picnic, *Daily News*, July 19, 2022
2. Health Department's Beach Monitoring Program Underway, *Daily News*, July 19, 2022

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting was adjourned at 9:50 a.m.

Respectfully Submitted,



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