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<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Phil Kohn
	David Pohl	Steven Sopocy	Adam Petersen

Mid-Michigan District Health Department  
 BOARD OF HEALTH  
 ORGANIZATIONAL MEETING  
 at  
 Montcalm Office  
 Stanton, Michigan

Wednesday, January 24, 2024  
 9:00 a.m.

**MINUTES**

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

- Members Present: Bruce DeLong, George Bailey, Adam Petersen, Steven Sopocy, Phil Kohn
- Members Absent: David Pohl
- Staff Present: Mari E. (Liz) Braddock, Health Officer; Jennifer E. Morse, MD, MPH, FAAFP, Medical Director; Melissa Selby, Director of Administrative Services; Lonnie Smith, Director of Environmental Health (EH); Sarah Doak, Director of Community Health & Education Division (CHED); Krishna Santana, Board Secretary
- Staff Absent: None
- Guests: Paityn Blaisdell

Liz Braddock, 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 24, 2024, at the Montcalm Office of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

The Pledge of Allegiance was led by L. Braddock.

L. Braddock began with roll call; all present excluding Dave Pohl.

Member	
A. Petersen	Present
B. DeLong	Present
D. Pohl	Absent
G. Bailey	Present
S. Sopocy	Present
P. Kohn	Present

A. AGENDA NOTES, REVIEW, AND REVISIONS:

As the election of a chairperson for 2024 had not occurred, L. Braddock opened the Organizational Meeting by requesting any additions or revisions to the Agenda.

**Motion made by G. Bailey and seconded by A. Petersen to approve the Agenda. Motion carried.**

ELECTION OF OFFICERS FOR 2024

1. Chairperson

L. Braddock requested nominations for Chairperson.

**Motion made by B. DeLong to take agenda items B. *Election of Chair and Vice Chair for 2024* and C. *Appointment of BOH Secretary and Appointment Standing Committee Chairpersons and Membership Assignments* and continue 2024 with the same assignment as 2023 with the addition of Steven Sopocy to Personnel and Mid-Central Coordination Committee also noting MALPH representatives will be Liz Braddock and Lonnie Smith, seconded by G. Bailey. Motion carried unanimously.**

The meeting was turned over to the Chairperson, Adam Petersen.

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held December 11, 2023
- b. Mid-Michigan District BOH Regular Meeting held December 20, 2023

**Motion made by G. Bailey and seconded by B. DeLong to accept and place the Meeting Minutes D. 1. a. and b. on file. Motion carried.**

2. Communications –

- a. ELC Contact Tracing Testing Extension Letter

L. Braddock told the board the letter communicated an extension funding, amending the end date from July 31,2024 to September 30,2024 giving the agency extra time to spend the funds.

- b. MI Safer Schools: HRA Award Letter

This program allocates funds to the MMDHD to be provided to the schools to hire Health Resource Advocates, L. Braddock told the board this communication advises of an extension of these funds with the project beginning August 1,2023 through July 31, 2024.

C. PUBLIC COMMENTS: None.

D. BRANCH OFFICE EMPLOYEES: Paityn Blaisdell – Environmental Health Specialist, Montcalm Branch

L. Braddock introduced Paityn Blaisdell, environmental health specialist in Montcalm branch office.

E. COMMITTEE REPORTS:

1. Finance Committee:

- a. MMDHD's Expenses for December 16,2023 through January 12, 2024

G. Bailey went over the expenses totals for December 16,2023 through January 12, 2024.

**Motion made by G. Bailey to approve the MMDHD's Expenses for December 16, 2023 – January 12, 2024, totaling \$523,090.49. Motion seconded by B. DeLong. Motion carried.**

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for December 2023.

G. Bailey asked if there were any questions surrounding the report that was included in the board packet, he encouraged board members to review the report if they had not done so.

**Motion made by G. Bailey to approve the MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for December 2023 and place on file. Motion seconded by B. DeLong. Motion carried.**

- c. BOH Per Diem Compensation and Travel Reimbursement

L. Braddock asked the board if they felt the policy should be updated to reflect the current year and board chair, it was agreed a new policy should be drafted and presented at the February meeting for board approval and to be signed by the current board chair.

**Motion made by G. Bailey and seconded by B. DeLong to update the BOH Per Diem Compensation and Travel Reimbursement Policy. Motion carried.**

- d. Abrysvo Vaccine Fee

S. Doak told the board there are a few new vaccines for RSV, Abrysvo being one we would like to add to our fee schedule, this vaccine we can administer to elderly and pregnant people.

**Motion to approve adding the Adrysvo vaccine and fee 90678 to the current schedule at market price plus 10% made by G. Bailey, seconded by B. DeLong. Motion carried.**

S. Doak explained to the board starting January 1,2024 Medicaid will reimburse Community Health Worker services. She indicated the reimbursement rates are listed in the meeting packet as well as the fees being proposed, which are the reimbursement rates rounded up to the nearest dollar. A. Petersen asked what services a CHW performs; S. Doak explained the worker connects clients with needed resources such as housing, food, transportation or finding a primary care physician to name a few.

**Motion made by G. Bailey, seconded by B. DeLong, to approve adding fees 98960,98961 and 98962 as proposed to the current fee schedule.**

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

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

1. Prion Disease

J. Morse gave an overview of her report to the board, a prion is an abnormal protein that can be infectious and cause illness, this can include mad cow disease or chronic wasting disease. Her recommendations are that though this is rare it is important to be aware of this disease in humans and animals also to help prevent the spread of this disease in our deer populations. The report is available in the meeting packet.

**Motion made by G. Bailey and seconded by B. DeLong to adopt the BOH Monthly Healthy Living recommendation and accept the Medical Directors Report and place it on file. Motion carried.**

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

1. Health Officer's Report

L. Braddock did a quick review of children's immunization data. She gave an overview of the three counties that included charts which indicated all three counties are above the state average at most age groups. All branch offices continue to have high rates of vaccine waiver appointments.

She went on to talk about January being Radon Action Month, she noted that between 20 and 25 radon test kits have been handed out in each office this month which is an increase from prior months this is believed to be contributed to the public notice and social media posts of Radon Action Month. It was noted that radon is the second leading cause of lung cancer. S. Sopocy asked how prevalent radon is in our area, L. Smith noted that in Clinton County we see the most test results that are above the 4 pCi/L guideline, there are a few spots in Montcalm and even fewer in Gratiot however overall, there are not a great deal of test results over 4 in our district. Braddock advised there are free kits available in our Environmental Health office.

L. Braddock informed the board Montcalm Human Service Coalition (MHSC) is currently running a survey to identify ways to increase services and recognize needs of community members. The information to participate in the survey is included in the meeting packet, the MMDHD website and will be available here in the Montcalm office. This campaign will run until the end of February.

2. Quarterly Service Report (QSR), First Quarter FY 23/24 (October 1,2023 through December 31, 2023)

She noted WIC clients are back in person which means we can provide additional services such as lead testing.

Family Planning has been struggling with small numbers, but we would like to do more social media campaigns and reach out to providers especially in Montcalm County this quarter.

Immunizations, as usual, are up for the first quarter and this is mainly due to back-to-school requirements. She also reminded the board vaccines are available for all ages.

Food Service Sanitation Program is going well, we get to every restaurant at least once a year sometimes twice depending on what kind of services the restaurant offers. There are few complaints received about restaurants and not many restaurants must go to enforcement. P. Kohn, ask how this program works with mobile food units, L. Braddock explained this is a different program called Special Transitory Food Unit, she told the board each food truck needs to get two inspections every year, these inspections can be done anywhere in the state then the report should be provided to the licensing county. It was asked how we know when a food truck is setting up, she explained they are supposed to alert the county when and where they will be serving food, she notes we do have an inspector available every weekend. She also told the difference between a temporary food license and an STFU (food truck). She noted the food program is very busy.

Onsite wastewater program, L. Smith noted the program is looking good, this has been a slower year the numbers of repairs and new builds have gone down, this may be in part because of the surge of repairs during COVID. There is also a decline in drinking water wells, this decline has been seen across the state.

Environmental health nuisance complaints are rather steady, Montcalm is slightly higher than the other two counties, L. Braddock explained we always try to get the complaint taken care of on the first visit. S. Sopocy asked exactly what a complaint was, L. Smith explained it is basically anything that is outside regulations, such things as water wells not functioning, problematic septic systems, solid waste, or housing just to name a few.

L. Braddock told the board we do have goals in each of these categories we strive to reach.

3. CDC Morbidity and Mortality Weekly Report (MMWR)

L. Braddock told the board Dr. Morse and the MMDHD were acknowledged in this report.

**Motion made by B. DeLong and seconded by G. Bailey to accept the health officer's report and place on file. Motion carried.**

J. OLD BUSINESS:

1. PFAS – Grand Ledge AASF

L. Braddock said the MMDHD was contacted by the federal PFAS team, concerning the Grand Ledge Army Aviation Support Facility, that they were given notifications of surface water contamination that may have affected properties along the area in Clinton County, agricultural contact nothing to do with drinking water. Environmental Health had an online meeting with this team a few weeks ago and they have completed the 2023 testing, and they will let us know what is happening in 2024.

G. Bailey noted that the solar farms going in across the district will have the lens cleaned every six months and we may want to find out exactly what they are cleansed with and are there any safety concerns. L. Braddock said when we have questions of this nature, we should go through our state partners to find out exactly what is used and if there are any concerns.

K. NEW BUSINESS:

1. Adoption of Proposed 2024 BOH Finance Committee and Regular Meeting Schedule

A. Petersen asked the board if they would have any issues with the November meeting being held the Wednesday prior to Thanksgiving, it was agreed this date should stay on the schedule.

**Motion made by G. Bailey and seconded by P. Kohn to approve the 2024 BOH Finance Committee and Regular Meeting Schedule as proposed. Motion carried.**

2. Emerging Issues –

A. Petersen asked the board if they had any objections to the current process of the Health Officer and the Board Chairperson making decisions to close the MMDHD in the event of inclement weather; it was agreed that the board has no objection.

A. Petersen also brought up the date of July 5, 2024 as it is on a Friday should the MMDHD consider this day a holiday as a show of support and appreciation to the employees.

**Motion made by G. Bailey, seconded by B. DeLong to allow the MMDHD to have July 5, 2024 as a thank you for your service paid holiday for all employees. Motion carried.**

L. LEGISLATIVE ACTION: – None.

M. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, December 2023
2. Staffing Report, January 2024

N. RELATED NEWS ARTICLES AND LINKS: – <https://www.mmdhd.org/Press-Articles>

1. Press Release – January is National Radon Action Month 2023-1-8
2. January is Radon Action Month – *The Daily News* – 2023-1-9
3. Public Notice of BOH Organizational Meeting – *The Daily News, Gratiot County Herald, and Lansing State Journal.*

O. AGENCY NEWSLETTERS:

1. January 2024 Newsletter

**There being no further business to come before the Board, motion to adjourn made by G. Bailey, seconded by B. DeLong, Motion Carried. The meeting adjourned at 9:50 a.m.**

Respectfully Submitted,

Krishna Santana, Board Secretary For  
Adam Petersen, Chairperson  
Mid-Michigan District Board of Health