Board of Health Meeting Minutes
July 21, 2020

The regular meeting of the District No. 4 Health Board was called to order by Chairman Robert Adrian, July 21, 2020 at 10:00 a.m. The meeting was held in the Cafeteria of the Besser Elementary School, Alpena, MI.

ROLL CALL

Present: Alpena County: Adrian, Fournier
Cheboygan County: Newman, Gouine
Montmorency County: LaFleche, Peterson
Presque Isle County: Altman, Gapczynski

Absent:

Excused:

Others Present: Denise Bryan, Judy Greer, Dr. Meyerson
Kevin Prevost, Devin Spivey

AGENDA CHANGES:

None.

MINUTES

June 16, 2020 Health Board Minutes: Motion by Newman with support by Gouine to approve the June 16, 2020 Health Board Minutes as presented. Ayes all, motion carried.

CLAIMS

PUBLIC COMMENT

None.

ENVIRONMENTAL HEALTH DIRECTOR’S REPORT

Montmorency County Sanitarian: The Montmorency County Sanitarian position has been filled. He began employment on July 20, 2020 and will be in the Alpena office for orientation and training.

Work Demand: The Environmental Health Division is extremely busy in all counties. Travel for work demand coverage has been and will continue to be extensive through the high demand season, specifically to Cheboygan and Montmorency counties.

Food License and Pool Inspection Fees: As unusual and challenging as this year has been, our business owners have nearly all submitted their fees. Pools and campgrounds are 100% paid minus one State of Michigan owned facility. Food service has 85% of fees paid.

Onsite Sewage and Private/Type III: Permit issuance is up approximately 25% in both programs over last year at this time.

DEPUTY HEALTH OFFICER’S REPORT

Revenue and Expense Report: Greer spoke about the Revenue, Expenditure and Trial Balance Reports to Health Board members from May 1, 2020 through May 31, 2020. The fund balance being used as of May 31, 2020 is $4,584.84.

MERS Retirement: The required Form 5572 has been included in the packet to update the Board on the Retirement status.

Alpena Clerical Position: The Alpena clerical position has been filled. She started working on July 20, 2020.
MEDICAL DIRECTOR’S REPORT

Communicable Disease Report: The report for June 1, 2020 through June 30, 2020 was mailed to the Board with the packet for the month. Important to get the influenza shot this year.

Governor Whitmer Letter: Josh Meyerson, MD shared a letter being sent to Governor Whitmer that has been signed by Health Officers and Medical Directors. Meyerson reviewed the contents of the letter.

COVID19: Meyerson stated that we are working with the schools on their reopening plan. He discussed the importance of social distancing as we are doing today along with wearing masks. Keep gatherings small, hand washing, and masks.

ADMINISTRATIVE HEALTH OFFICER’S REPORT

Introduction: Bryan introduced Devin Spivey, Epidemiologist to the Board. She is in the Alpena office 2 days per week. She provides the dashboard and data information as necessary for decision making.

COVID 19: Bryan shared that this is a dedicated leadership team, and staff have made many personal sacrifices of time and energy to meet COVID work demands. The Board and community should be very proud of DHD4, as I am! Certificates, ice cream and snacks will be in the offices tomorrow thanking them for their dedication.

Reengagement Activities: March and April priority was COVID response. We are now working on reengagement to somewhat new normal. This is a critical time. We need to spend program funding rather than general funds.

There is 30 months of funding for up to three positions going forward per MDHHS. We have received approximately $112,000 to be spent by September 30, 2020. Waiting on future funding commitment before we would hire more staffing.

The schools are working on reengagement to bring students back to the classroom. We have reached out to Sue Allor to have a Townhall meeting regarding schools. This would include Meyerson, Matt Radocy – EPC, Devin Spivey – Epidemiologist, and Bryan. This will occur July 27th and Bryan will share this information when received from Allor’s office.

Bryan shared at the MALPH Executive and MDHHS meeting that we do not have the staffing to provide enforcement of the Executive Orders and she has asked that the State have an enforcement plan and team in place. This is the consensus of all Health Officers on this issue.
ADMINISTRATIVE HEALTH OFFICER’S REPORT CONTINUED

Beginning to see some non-compliance with COVID positive cases not providing contacts for tracing purposes. There is MDHHS support on contact tracing: TraceForce. Bryan talked about the lack of laboratory timely turnaround times on results.

Bryan felt that our staff should receive hazard pay. We have not been able find funding for such pay. Newman felt that staff deserve the hazard pay as well, however, hasn’t found a way to cover the expense.

**Nursing Director Candidate:** Have a second interview scheduled for the Nursing Director position later today. The candidate is from the Cheboygan area.

**Support Services/Finance Supervisor:** Have second interviews scheduled with two candidates for the Support Services/Finance Supervisor on Wednesday.

**Finance Division:** Vacant Account clerk position is being held. Have had discussion with the union regarding posting an 8 days clerical/2 days accounting position per pay period. Greer to interview interested internal candidates.

**EAP:** Bryan feels that this is would be an asset to the department. Staff would benefit from this type of support. Will look into different plans and funding options and bring back to the board in the future.

**Caring Place:** Opened part time on Monday, July 20, 2020. Karen Altman has done a fabulous job on the strategies of the reopening in compliance with COVID mitigation and OSHA regulations.

Bryan stressed her appreciation of the Board and staff.

OLD BUSINESS

None.

NEW BUSINESS

The funding for 1- Full time Nurse Coordinator that would oversee the Immunizations, CD, and CSHCS programs. We would primarily use the COVID funding as well.
NEW BUSINESS CONTINUED

The funding for 1 - Sanitarian for Cheboygan to help assist with responses to enforcement of COVID Executive Orders, COVID Contact Tracing, as well as foodborne illnesses and inspections. We would primarily use the COVID funding as well.

Motion by LaFleche with support by Gouine to hire a Nurse Coordinator and Sanitarian pending approval of the state funding. Discussion occurred. Roll call vote. Ayes all, motion carried.

Commissioner Appreciation of Staff: Cheboygan County wanted to provide kudos to Bryan, Greer, and the entire staff. Commissioner Adrian mentioned a webinar that people are able to listen to that includes information on COVID19 and John Hopkins University has good information. He stated that MAC also have information available on their website. Peterson felt the health department’s responds are timely and appropriately. He appreciates staff providing the amount of information being distributed. Adrian wanted to thank Bryan and Radocy, Alpena County opened their operations center back in March with countless agencies being involved in these calls. This kept the community connected.

PUBLIC COMMENT

None.

ADJOURNMENT:

There being no further business to come before the Board, motion by LaFleche with support by Peterson to adjourn at 11:25 a.m. Ayes all, motion carried.

Robert Adrian, Chairman

Michael Newman, Secretary/Treasurer

Judy Greer, Recording Secretary