

District Health Department No. 4
Board of Health Meeting
825 S Huron, Cheboygan, MI
March 15, 2022 at 10:00 a.m.

ROLL CALL OF BOARD MEMBERS: **Present** Adrian, Newman, Warfield, Balog, Shutes, Osbourne and Altman. **Absent:** Stacey

Staff Present: Bryan, Bartz, Alexander, Prevost, Engle, Keen, and Dr. Meyerson. Spivey and Modrzynski via Teams.

The meeting was called to order by Board Chair Altman at 10:00 a.m.

Agenda Changes: Motion by Balog with support from Newman to approve the agenda as presented. Ayes all, motion carried.

Approval of Minutes: Motion by Warfield with support from Newman to approve the February 15, 2022 Board of Health minutes as presented. Ayes all, motion carried.

Claims: March 3, 2022- March 11, 2022 Motion by Adrian with support from Balog to approve the Listing of Claims submitted from March 3, 2022 – March 11, 2022. Roll call vote. Ayes all, motion carried

Public Comment: Newman commented on how nice it is seeing everyone's faces without masks.

Financial Updates:

- **Finance Director's Report:** Alexander provided the Commissioners with 2021-year end reports and analysis of changes to fund balance with \$650,597.22 added to general fund. Balog inquired about possible pension deficit legislation to assist with liability. Alexander will research options. Bryan discussed Covid funding timelines and limitations.
- **Revenue/Expenditure and Trial Balance Report:** Alexander reported the Revenue/ Expenditure and Trial Balance Report was presented to the Health Board commissioners for their review. Operations surplus as of January 31, 2022 is \$92,098.09.
- **Collaborative Grant:** Bryan reported concept paper due March 23 for two (2) year funding total of \$500,000 collaborative grant for DHD4 and DHD2.
- **Increased Mileage/Cost of Living:** Bryan reported concerns that increased fuel prices would affect agency and staff financially. Increasing demand for nursing staff is also drawing attention to increased wages in local health care settings. Bryan voiced appreciation for dedicated staff and leadership tenacity. Adrian acknowledged Bryan's concerns of inflation and rising healthcare wages, noting the Boards limitations due to funding and pension fund deficit. Altman noted wage review due in fall 2022 for January 2023.
- **Worker's Comprehensive Claim:** Bartz reported three (3) claims for staff falling on ice this year.

Continued Quality Improvement:

- **Workforce Development:** Bryan updated on All Staff Training plan for virtual one (1) hour on March 30th. She also informed Commissioners on upcoming conferences April through June 2022. Engle and Keen reported quarterly program specific staff meetings starting in April to improve collaboration. Bryan reported reinstating Meet and Greet meetings with new staff.
- **Staffing and Recruitment:** Bartz provided Commissioners on updates to job descriptions, employment postings/advertising, fit-based recruitment and hiring strategies. Bartz noted wages still biggest barrier to retaining/recruiting staff.
- **Policy and Procedure review:** Engle and Keen updated Commissioners on progress on continued review of policies and procedures, including workflow.
- **Standardized Food Training Specialist:** Prevost informed Commissioners on recent achievement of a staff sanitarian who completed required training with Michigan Department of Agriculture & Rural

Development (MDARD) and will work with all Environmental Health staff on maintaining continuing education demands and program expertise. Current sanitarian covering program will now focus on land use programs.

- **National Environmental Health Association- Food and Drug Administration (NEHA-FDA):** Prevost informed Commissioners on award of \$5000 grant to carry out full self-assessment of all nine Voluntary National Retail Food Regulatory Programs Standards. Self-Assessment is required every five (5) years, and once completed will grant DHD4 eligibility for further capacity building grants for such upgrades as an Environmental Health electronic data system.

Community Health Strategist:

- **Endemic:** Modrzynski updated the Board on testing/vaccination events and outreach to vulnerable populations through April. Keen reported open appointments available in all counties, clinics reverting to routine vaccinations. Bryan noted post-surge inventory of assets and storage, and public health programs.
- **Community Events:** Spivey updated the Board of the number of Covid-19 cases and deaths in all counties, latest quarantine & isolation guidance.
- **Health Resource Advocate:** Spivey informed Commissioners of possible extension of funding through July 2024. Spivey also provided details on current HRA staff activities.
- **Landmark Opioid Settlement:** Spivey provided details on Michigan's portion of the settlement. Adrian commented on DHD4 role and local county's role in funding. Bryan explained scan of resources and facility options available being executed by Northern Michigan Opioid Response Consortium. Money should be received in second or third quarter of 2022.
- **Inland Lake Beach Monitoring:** Prevost updated Commissioners on seasonal monitoring of Cheboygan county's Aloha State Park and DeVoe Beach.
- **Michigan Department of Environment, Great Lakes, and Energy (EGLE):** Prevost informed Commissioners on grant application submitted to EGLE for 2022 swimming season for beaches in Presque Isle, Cheboygan, and Alpena counties. Six to eight weeks before decision is released. Altman questioned testing process. Prevost explained plan.
- **Cheboygan Lockdown Drill:** Modrzynski updated Board on upcoming training to be held in Cheboygan office.
- **Office Closure:** Bryan informed Commissioners on noon office closure for all counties due to deteriorating icy conditions, for safety of staff on February 22. Offices will also be closed April 15th for Good Friday.
- **Annual Report:** Bryan reported 2021 Annual Report being prepared for May.
- **Telehealth Pilot:** Engle informed Commissioners on pilot available in WIC (Woman Infant Children) when get back to in-person clinics this summer and when Registered Dietician role filled.
- **Lead Testing:** Keen and Engle updated Commissioners on Microtainer pilot for lead testing with additional supportive funding possibility from May 31- September 31, 2022 in amount of \$10,000.
- **Communicable Disease Report:** Dr. Meyerson provided documentation of communicable disease rates in the DHD4 counties and discussion on routine vaccine schedule updates. Vaccination evolution explained for specific illnesses. Adrian inquired about Hepatitis B vaccine availability.

ADJOURNMENT: There being no further business to come before the Board, motion by Osbourne with support from Altman to adjourn at 11:25am. Ayes all, motion carried.

Carl Altman, Chair

Bob Adrian, Secretary/Treasurer

Kendra Bartz, Recording Secretary