Minutes of the Board of Health
Regular Meeting
January 23, 2020
330 Woodlawn, Hastings, MI

Meeting was called to order by Chairperson Brehler at 9:31 a.m.

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<td>1. Pledge of Allegiance</td>
<td>All present joined in for the Pledge of Allegiance.</td>
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| 2. Roll Call | Board Members Present: Commissioner Dave Jackson, Commissioner Jon Smelker, Commissioner Jane Whitacre, Commissioner Ben Geiger, Commissioner Joe Brehler.  
Staff Present: Colette Scrimger (Health Officer), Andrew Roush (Administrative Services Director), Sue Thuma (Personal Health Director), Carol Balkon (Sanitarian II), Milea Burgstahler (Community Health Promotion Specialist), Jay VanStee (EH Director), Christopher Chesla-Hughes (Health Analyst), Anne Barna (PPE Manager), Jaqueline Anderson (Clinic Coordinator). |
| 3. Approval of Agenda | Motion by Commissioner Jackson, supported by Commissioner Smelker to approve the agenda as printed. All ayes, motion carried. |
| 4. Approval of Minutes | Motion by Commissioner Geiger, supported by Commissioner Jackson to approve the November 2019 minutes as printed. All ayes, motion carried. |
| 5. Limited Public Comment | NONE |
| 6. Board Education | Performance Management System  
Anne Barna, Milea Burgstahler and Christopher Chesla-Hughes presented on how the Agency is utilizing Clear Impact's software platform, to better track and display an array of health and performance related statistics. Examples included measuring and charting the progress of individual programs and the Annual Strategic Plan. This will allow staff and community members the ability to ask the "right" questions and drive forward-looking decision making. Discussion followed and questions were answered. |
| 7. Health Officer Report | a. Immunization Activity  
Jaqueline Anderson shared immunization data highlighting the number of vaccine doses administered over the past 3 years by type for each County. Also mentioned was information on the number of providers in each county, which in part helps to explain the higher demand for vaccines at the Barry Clinic in comparison to the Eaton Clinic.  

b. PHAB Annual Report  
The Board was provided a copy of the PHAB Annual Report, which was submitted in early January 2020 as part of our National Accreditation process. The report details the Agency's activities related to improvement, continuing processes and emerging public health issues and innovations. |
c. Evaluation Report of the Water Program
   Jay VanStee reported on the State's Annual Evaluation of our Private Water Supply Program. Based on an entity's compliance with the State's minimum program requirements (MPR's 5, 6, and 7), this evaluation will grade a program as either Met, Met with Conditions, or Not Met. The Agency received a "Met" status for every category.

d. Updates – Water Situations
   Jay VanStee updated the board on the higher than advised copper levels which had been found in the City of Charlotte and Eaton Rapid's municipal water supply. The Agency has filters available for residents who qualify by having an infant under the age of 2 and/or testifying that they cannot afford to purchase a filter. Also discussed was the recently performed sampling and testing for PFAS at the Air Force base in Grand Ledge. MDHHS did sampling and is expecting results later this spring. Processes and procedures are being prepared to make filters available based on the test results.

8. Finance and Personnel Committee
   a. Approval of Monthly Revenue and Expenditures Report
      Motion by Commissioner Jackson supported by Commissioner Whitacre to approve the monthly revenue and expenditures report for December 2019 as presented. All ayes, motion carried.
   b. Approval of Quarterly Budget Amendments
      Motion by Commissioner Geiger supported by Commissioner Jackson to approve the quarterly budget amendments as presented. All ayes, motion carried.
   c. Approval of Payables
      Motion by Commissioner Geiger, supported by Commissioner Whitacre to approve the November 2019 payables in the amount of $127,803.68. Motion Carried. Motion by Commissioner Geiger, supported by Commissioner Jackson to approve the December 2019 payables in the amount of $148,240.89. Motion carried.
   d. Proposed Change to the Emergency Preparedness Coordinator Position
      Motion by Commissioner Geiger, supported by Commissioner Whitacre to change the paygrade classification of the EPC position, to aide in recruiting and retention purposes, from a level 14 to a level 15. Motion carried.

9. New Business
   NONE

10. Old Business
    NONE

11. Correspondence
    Quarterly Communicable Disease Newsletter was distributed to the Board.

12. Limited Public Comment
    NONE

13. Board Member Comments
    NONE

14. Adjournment
    Commissioner Brehler adjourned the meeting at 10:59 a.m.
Minutes of the Finance/Personnel Committee

Barry-Eaton District
January 23, 2020
330 Woodlawn, Hastings, MI

Meeting was called to order by Chairperson Brehler at 9:07 a.m.

Commissioners Geiger and Smelker were in attendance along with staff Colette Scrimger and Andrew Roush.

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<td>1. Approval of Agenda</td>
<td>Commissioner Geiger moved to approve the agenda as printed, Commissioner Brehler supported. Motion carried.</td>
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<td>2. Approval of Minutes</td>
<td>Commissioner Geiger moved to approve the minutes from the November 2019 meeting as printed, Commissioner Brehler supported. Motion carried.</td>
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<td>3. Limited Public Comment</td>
<td>NONE</td>
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<td>4. Approval of Monthly Revenue and Expenditures Report</td>
<td>Andrew Roush presented the monthly revenue and expenditures report for December 2019. Commissioner Geiger moved to bring the monthly revenue and expenditures report to the full board for approval, Commissioner Brehler supported. Motion carried.</td>
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<td>5. Approval of Payables</td>
<td>Andrew Roush presented the November 2019 monthly payables in the amount of $127,803.68. Commissioner Geiger moved to bring the monthly payables to the full board for approval, Commissioner Brehler supported. Motion carried. Andrew Roush presented the December 2019 monthly payables of $148,240.89. Commissioner Geiger moved to bring the monthly payables to the full board for approval, Commissioner Brehler supported. Motion carried.</td>
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<td>6. Approval of Quarterly Budget Amendments</td>
<td>Andrew Roush presented the quarterly budget amendments. Commissioner Geiger moved to bring the monthly quarterly budget amendments to the full board for approval, Commissioner Brehler supported. Motion carried.</td>
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<td>7. New Business</td>
<td>a. Proposal to Change Paygrade of Emergency Preparedness Coordinator Position It is being requested to change the paygrade classification of the EPC position, to aid in recruiting and retention purposes, from a level 14 to a level 15. An agreement has already been reached with the Union. This position holds a great deal of responsibility for our agency in regards to emergency planning and public health response and serves in a key leadership role both internally and within the community. Commissioner Geiger moved to bring the request to the full board for approval, Commissioner Brehler supported. Motion carried. b. Update Software Issues Research has begun to determine the feasibility of implementing an alternate EMR software due to the closure of the Eaton Behavioral Health program and ongoing technical/functional setbacks within the current MyEvolv/MyInsight platform.</td>
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<td>a. Adjournment</td>
<td>Meeting was adjourned by Chairperson Brehler at 9:30 a.m.</td>
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Joe Brehler, Chair
Colette Scrimger, Health Officer