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BOARD OF HEALTH:	Bruce DeLong Dwight Washington, Ph.D.	George Bailey Chuck Murphy	Betty Kellenberger Adam Petersen
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BOARD OF HEALTH
REGULAR MEETING
of the
Mid-Michigan District Health Department (MMDHD)
Clinton Office, Saint Johns

Wednesday, November 25, 2020
9:00 a.m.

PLEASE NOTE NEW LINK AND PASSCODE

Board of Health and staff are invited to participate remotely due to the highly contagious COVID-19 virus. To participate by video, access Zoom at the following link: <https://us02web.zoom.us/j/84666735394?pwd=TXpMSGErRnk1dncyb2hHeFBFditTQT09> and use **Meeting ID 846 6673 5394; Passcode 199616**. To participate by phone, call **1-312-626-6799**; then enter the Meeting ID.

AGENDA

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

Pledge of Allegiance

A. AGENDA NOTES, REVIEW, AND REVISIONS:

1.

B. CONSENT ITEMS:

1. Meeting Minutes

a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held October 12, 2020 – **Included.**

b. Mid-Michigan District Board of Health (BOH) Regular Meeting held October 28, 2020 – **Included.**

c.

2. Communications

a. Letter dated November 12, 2020 to Marcus Cheatham, PhD, MA from Laura de la Rangelje, Director, Public Health Administration, Michigan Department of Health and Human Services

(MDHHS) regarding Local Community Stabilization Authority funding in the amount of \$190,167 for reimbursement of reasonable costs – **Included.**

C. PUBLIC COMMENTS:

D. BRANCH OFFICE EMPLOYEES:

E. COMMITTEE REPORTS:

1. Finance Committee: Bruce DeLong, Chair

a. MMDHD Expenses for October 24 through November 20, 2020 – **Included.**

b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for September 2020 – **Included.**

c. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for October 2020 – **Delayed due to year-end closing.**

d. Municipal Employees' Retirement System (MERS) Addendum – **Handout.**

e.

2. Personnel Committee: Betty Kellenberger, Chair

a.

3. Program Committee: Dwight Washington, Chair

a.

4. Mid-Central Coordinating Committee: Dwight Washington

a.

F. MEDICAL DIRECTOR'S REPORT: Jennifer Morse, MD, MPH, FAAFP – **Handout.**

1.

2.

G. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Ph.D.

1. Agreements Signed, October 19 – November 20, 2020 – **Included.**

2. COVID-19 Update – **Included.**

a. Recent Emergency Orders – **Included.**

b. Health Department Powers

- MCL 333.2451 – [https://www.legislature.mi.gov/\(S\(cwibvp2qqmgcd50c34ytjhzf\)\)/mileg.aspx?page=getobject&objectname=mcl-333-2451&query=on&highlight=local%20AND%20health](https://www.legislature.mi.gov/(S(cwibvp2qqmgcd50c34ytjhzf))/mileg.aspx?page=getobject&objectname=mcl-333-2451&query=on&highlight=local%20AND%20health)
- MCL 333.2453 – [https://www.legislature.mi.gov/\(S\(cwibvp2qqmgcd50c34ytjhzf\)\)/mileg.aspx?page=getobject&objectname=mcl-333-2453&query=on&highlight=local%20AND%20health](https://www.legislature.mi.gov/(S(cwibvp2qqmgcd50c34ytjhzf))/mileg.aspx?page=getobject&objectname=mcl-333-2453&query=on&highlight=local%20AND%20health)
- October 29 Emergency Order – https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-543708--,00.html
- General Information for Health Departments and Boards – <https://www.malph.org/resources/mi-manual-public-health-leaders>

3. Schedule January Organizational Meeting

4.

H. OLD BUSINESS:

1. Riverdale Update – **Included.**

2.

I. NEW BUSINESS:

1.

2. Emerging Issues

a.

J. LEGISLATIVE ACTION:

1.

K. INFORMATIONAL ITEMS: – **Included.**

1. Mid-Michigan District BOH Action Items, October 2020

2. MMDHD Staffing and Longevity Report

3.

L. RELATED NEWS ARTICLES AND LINKS: <https://www.mmdhd.org/2020-board-of-health/>

1. Medication Drop-Off Day, *Lakeview Area News*, October 22, 2020

2. Seasonal Homeless Shelter Prepares To Open Amid Pandemic, *Gratiot County Herald*, October 22, 2020

3. This Year It's More Important Than Ever To Get Your Flu Shot, *Gratiot County Herald*, October 22, 2020
4. Velsicol Slurry Wall Found Leaking – Again, *Morning Sun*, October 25, 2020
5. Why It Still Matters Whether Michigan K-12 Students Contract COVID, *Daily News*, October 26, 2020
6. MAISD Special Ed Parapro Dies From COVID, *Daily News*, October 28, 2020
7. 'Maybe We Won't Be Able To Make A Difference' Local Health Official Disturbed By Rural COVID-19 Surge, *Gratiot County Herald*, October 28, 2020
8. Health Department Employees Get Bonuses For Pandemic Work, *Daily News*, October 29, 2020
9. Montcalm County Board Names Building After Former Longtime Commissioners, *Daily News*, October 29, 2020
10. Vestaburg Schools Return To Distance Learning Due To COVID, *Daily News*, October 30, 2020
11. Clinton Co. Police Agency Inactive, *Lansing State Journal*, October 31, 2020
12. Health Officer: Clinton Co. Virus Numbers Alarming, *Lansing State Journal*, October 31, 2020
13. Face Mask Friction, *Daily News*, November 3, 2020
14. Lakeview Students Move To Remote Learning, *Daily News*, November 5, 2020
15. Greenville Students Move To Virtual Learning, *Daily News*, November 7, 2020
16. Region Continues Struggle With COVID-19, *Morning Sun*, November 10, 2020
17. Very, Very Relieved, *Morning Sun*, November 11, 2020
18. Outbreak Infects 131 Prison Inmates, *Morning Sun*, November 12, 2020
19. COVID-19 Increase Has Officials Shifting Contact Tracing Strategy, *Lansing State Journal*, November 13, 2020
20. Gratiot Virus Death One Of Region's 17 In The Last Seven Days, *Morning Sun*, November 14, 2020
21. Many Local School Districts Move Entirely To Distance Learning, *Daily News*, November 17, 2020
22. Officials: Lockdown Wouldn't Stop Surge, *Lansing State Journal*, November 18, 2020
- 23.

M. AGENCY NEWSLETTERS: None.

BOARD OF HEALTH:	Bruce DeLong Dwight Washington, Ph.D.	George Bailey Chuck Murphy	Betty Kellenberger Adam Petersen
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Board of Health (BOH) Synopsis of Actions Needed
November 25, 2020 Meeting

Item A. 1.	AGENDA NOTES, REVIEW, AND REVISIONS
Motion to approve the Agenda as presented.	
Item B. 1. & 2.	CONSENT ITEMS (MEETING MINUTES & COMMUNICATIONS)
Motion to accept and place on file Meeting Minutes B. 1. a. and b. and Communications B.2.a.	
Item E. 1. a.	EXPENSES FOR OCTOBER 12 THROUGH NOVEMBER 20, 2020
Motion to approve payment of the Mid-Michigan District Health Department's (MMDHD) Expenses for October 24 through November 20, 2020, totaling \$535,325.89.	
Item E. 1. b.	BALANCE SHEET, REVENUE AND EXPENDITURE REPORT FOR SEPTEMBER 2020
Motion to approve and place the Balance Sheet, Revenue and Expenditure Report for September 2020 on file.	
Item E. 1. d.	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (MERS) ADDENDUM
Motion to approve the MERS Addendum as presented.	
Item F. 1.	MEDICAL DIRECTORS REPORT
Motion to adopt the BOH Monthly Healthy Living Recommendation for December as proposed and accept the Medical Director's Report and place on file.	
Item G. 3.	SCHEDULE JANUARY ORGANIZATIONAL MEETING
Motion to schedule the BOH January Organizational Meeting for January 27, 2021.	

**MICHIGAN ASSOCIATION FOR LOCAL PUBLIC HEALTH
(MALPH)
Board of Directors
Meeting Minutes
October 12, 2020**

I. Call to Order

The meeting was called to order at 9:01am by Angelique Joynes, President.

II. Roll Call

A quorum was present.

Jurisdictions Represented: Allegan [Angelique Joynes], Barry-Eaton [Colette Scrimger], Bay [Joel Strasz], Benzie-Leelanau [Lisa Peacock], Berrien, [Nicki Britten], Branch-Hillsdale-St. Joseph [Rebecca Burns], Calhoun [Eric Pessell], Central Michigan [Steve Hall], Chippewa [Karen Senkus], Delta-Menominee [Mike Snyder], Dickinson-Iron [Daren Deyaert], District 2 [Denise Bryan], District 10 [Kevin Hughes], District 4 [Denise Bryan], Grand Traverse [Wendy Hirschenberger], Huron [Ann Hepfer], Ingham [Linda Vail], Ionia [Ken Bowen], Jackson [Rashmi Travis], Kalamazoo [Jim Rutherford], Lapeer [Kathy Haskins], Lenawee [Martha Hall], Livingston [Dianne McCormick], Luce-Mackinaw-Alger-Schoolcraft [Nick Derusha], Macomb [Whitney Litzner, Bill Ridella], Marquette [Jerry Messana], Midland [Fred Yanoski], Mid-Michigan [Marcus Cheatham, Dwight Washington], Northwest Michigan [Lisa Peacock], Oakland [Leigh-Anne Stafford], Ottawa [Lisa Stefanovsky], St. Clair [Annette Mercatante], Tuscola [Ann Hepfer], Washtenaw [Jimena Loveluck],

Others Present: Administrative Officers Forum, [Eric Thelen], Health Education and Promotion Forum, [Amanda Darche], Environmental Health Forum, [Andrew Cox], Nurse Administrators Forum, [Crystal Hepburn], Physician's Forum, [William Nettleton], EGLE [Dana DeBruyn, Ian Smith], MAC, [Dwight Washington], MDARD, [Sean Dunleavy], MDHHS, [Steve Crider, Laura de la Rangelje, Rita Seith], PAA, [Becky Bechler], Jacob Holdaway

Staff: Jodie Shaver, Karen MacMaster

III. Approve Agenda / Minutes of August 10, 2020 Meeting

Motion by B. Ridella, support by M. Cheatham to approve the agenda. Motion carried. Motion by W.Hirschenberger, support by D. Bryan to accept the September 14, 2020 meeting minutes. Motion carried.

IV. Public Affairs Associates Report

B. Bechler reported unscheduled activity in the legislature due to Supreme Court decision regarding executive orders. Three (3) main focus areas right now are unemployment, immunity for healthcare, and open meetings. Lame duck will be aggressive. B. Bechler will forward bill proposed by Sen. Horn that passed Senate regarding unemployment.

V. Partner Updates

S. Dunleavy reported MDARD complaint portal still receiving complaints at this time, MDARD will begin forwarding complaints to LHD again. (Distribution of complaints were placed on hold after the Supreme Court Decision.). MDARD has suspended investigation of complaints on MDARD facilities at this time to modify their approach to exclude reference to EO violations. He discussed current status of licenses processed as of last week. MDARD has processed approximately 19,000 of the 35,000 total licenses. There are approximately 14,000 left to process or that may be out business.

L. de la Rambelje reported epidemic orders came out on Friday along with workgroup request for future input. Invitations for meetings should have gone out to those on workgroup. She will find out if advanced notice to local health departments will be given on future emergency orders. Accreditation remains paused at this time.

D. DeBruyn submitted a written report in the board packet. The water resource division has set up a webinar for failed service systems. She encouraged LHD staff to attend. New emergency order permits 50% capacity for outdoor pools.

VI. Academy of Science Presentation

W. Litzner and J. Holdaway presented on NACCHO's Academy of Science and the data measurement / survey tool collaboration. They advised LHD would have to be members of NACCHO and Academy of Science to utilize. There is an opportunity to have consistent templates.

VII. MDHHS MiCelerity Presentation

N. Sasy presented the EGLE Water Program update. The timeline was adjusted due to COVID-19. The program now has a dashboard feature. An online form for statewide communication will be launching October 26th and private residential wells can be utilized through this system.

VIII. MDHHS Lead Elimination / Response Cost Estimate Update

R. Seith presented on new overdose reporting surveillance system for local health departments, MiCelerity. A brief overview of the system was given and local health departments are encouraged to reach out to Rita if they have questions or concerns.

IX. Officer Updates

A. Joynes- President sent a written president's report prior to the meeting. L. Peacock presented the new Executive Director Position Description to the board for approval. Motion by N. Derusha, support by S. Hall to approve the updated position description for posting. Motion carried. A. Joynes reported MALPH Executive Committee is working with People Matters to review current MALPH contract with AccessPoint as MALPH employer. She asked approval of full board to terminate contract with AccessPoint if a better solution is found. Latest termination date would be October 22, 2020. Motion by N. Derusha,

support by K. Hughes to allow MALPH executive committee to terminate contract if need be. Motion carried. A. Joynes announced the transition of MALPH president to N. Derusha. N. Derusha reported on beneficial collaborations with State and other associations and prepared board for active lame duck in which will need to be agile. He also announced upcoming January retirement of B. Ridella. He reminded group there will be an opening on the Accreditation Committee following B. Ridella's retirement. A moment of thanks to Angelique and congratulations to Bill was given.

J. Shaver reported on behalf of Secretary / Treasurer Colette Scrimger. July and August financials were in the board packet. Motion by S. Hall, support by B. Ridella to approve July 2020 and August 2020 financials. Motion carried.

J. Shaver reported dues notices for FY21 have been sent out. Payments are due February 1, 2021. Please let her know if you did not receive your notice. A request for volunteers to take part of an Age-Friendly Public Health Program advisory committee was sent out Friday. Please let J. Shaver know if you would like to participate.

K. MacMaster reported on the Executive Director search. People Matters will now move on to recruitment and compensations analysis. A MALPH legislative workgroup has been created to pay attention and react swiftly with upcoming proposed legislation. She reported a small workgroup has been created with Public Health Law Network to develop talking points.

X. Public Comments / Announcements / Requests for Future Agenda Items

No public comment / Announcement at this time. Members are requested to submit emerging issues to J. Shaver two weeks prior to the next board meeting if possible.

XI. Adjournment

Meeting adjourned at 10:26am.

BOARD OF HEALTH:	Bruce DeLong Dwight Washington, Ph.D.	George Bailey Chuck Murphy	Betty Kellenberger Adam Petersen
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BOARD OF HEALTH
REGULAR MEETING

At

Mid-Michigan District Health Department (MMDHD)
Stanton, Michigan

Meeting held virtually through Zoom at <https://us02web.zoom.us/j/9902840485> due to COVID-19.

Wednesday, October 28, 2020 at 9 a.m.

MINUTES

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

Members Present: George Bailey, Chairperson (in person); Adam Petersen (by phone); Bruce DeLong (by phone); Dwight Washington; (by phone); and Betty Kellenberger, Vice Chairperson (virtual); Chuck Murphy (virtual)

Members Absent: None

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer (in person); Melissa Selby, Director of Administrative Services (by phone); Sarah Doak, Director of Community Health and Education Division (CHED) (virtual); Cynthia M. Partlo, Board Secretary (virtual); Jennifer E. Morse, MD, MPH, FAAFP, Medical Director (by phone); Liz Braddock, Director of Environmental Health (EH) (in person)

Staff Absent: None

Guests: Lisa Smith, Public Health Representative; (virtual); Krista Miller, Nurse Practitioner Student (virtual); Elisabeth Waldon, Reporter, Daily News (by phone)

George Bailey, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:01 a.m. on Wednesday, October 28, 2020, virtually through Zoom at <https://us02web.zoom.us/j/9902840485> due to the highly-contagious COVID-19 and to assure compliance with federal, state, and local health guidance and requirements.

The Pledge of Allegiance was led by G. Bailey.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

G. Bailey requested that all votes be taken by roll call.

Motion made by B. Kellenberger and seconded by C. Murphy to approve the Agenda as presented. C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Draft Board of Directors Meeting held September 14, 2020
- b. Mid-Michigan District BOH Regular Meeting held September 23, 2020

2. Communications – None.

Motion made by D. Washington and seconded by B. Kellenberger to accept and place Meeting Minutes

B. 1. a. and b. on file. C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

C. PUBLIC COMMENTS: None.

D. BRANCH OFFICE EMPLOYEES: None.

E. COMMITTEE REPORTS:

1. Finance Committee – Bruce DeLong, Chairperson

- a. MMDHD’s Expenses for September 12 through October 23, 2020

Motion made by B. DeLong and seconded by B. Kellenberger to approve payment of the MMDHD’s expenses for September 12 through October 23, 2020 in the amount of \$842,219.01.

C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

- b. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for September 2020

B. DeLong stated that the reports were delayed to November’s meeting due to year-end closing.

- c. Proposal to Offer COVID-19 Bonus for Staff

M. Cheatham said that some staff are working incredible amounts of overtime and are at risk of contracting COVID-19 due to their direct contact with clients. He said that the staff would be working on COVID-19 through the spring of 2021. Although not a unanimous vote in the Finance Committee meeting, he said members recommended a \$500 bonus for all staff (except the Health Officer) at a cost of approximately \$40,000. He indicated that unbudgeted revenue from the Michigan Municipal Risk Management Authority (MMRMA) would cover more than half of the cost. D. Washington asked if the bonuses would be paid by funding from the CARES Act. M. Cheatham explained that the agency was not eligible because it was a district health department.

Motion made by B. DeLong and seconded by B. Kellenberger to approve the agency’s proposal to offer a one-time COVID-19 bonus of \$500 to all staff, except for the health officer.

C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen		✓
D. Washington	✓	
G. Bailey	✓	

Motion carried 5-1. (A. Petersen opposed)

- d. Proposal to Purchase Patagonia Mass Vaccination Application

M. Cheatham stated the agency was given funding to spend on COVID-19 response. He explained that the Patagonia Mass Vaccination module will work with the agency’s Electronic Health Record (EHR) and allow the agency to conduct mass vaccination clinics. He requested approval to purchase the Patagonia Mass Vaccination Application as proposed at a cost of \$10,000 with an

ongoing monthly cost of \$150 per month. S. Doak added that the application could also be used for flu clinics or other drive-through events and would allow clients to register themselves.

Motion made by B. DeLong and seconded by B. Kellenberger to approve the agency’s proposal to purchase the Patagonia Mass Vaccination Application as proposed at an approximate cost of \$10,000, with ongoing monthly costs of \$150.00.

C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

e. COVID-19 Staffing Proposal

B. DeLong mentioned that the proposal was recommended to approve the hiring of four (4) part-time Public Health Nurses (PHN) to work on COVID-19. M. Cheatham mentioned that the agency was getting behind in case investigation and contact tracing due to the increase in COVID-19 cases. He explained that four part-time PHN would provide the agency with flexibility in scheduling.

Motion made by B. DeLong and seconded by C. Murphy to approve the agency’s COVID-19 staffing proposal to hire four (4) part-time PHN for COVID-19 contract tracing at a cost of approximately \$120,000.

C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

2. Personnel Committee – Betty Kellenberger, Chairperson – No Report.
3. Program Committee – Dwight Washington, Chairperson – No Report.
4. Mid-Central Coordinating Committee – Dwight Washington, Chairperson – No Report.

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

1. Complications from COVID-19

Dr. Morse provided an update on the complications from COVID-19 stating that although 80% of cases can be mild, around 15% can be severe and 5% critical. She stated that some feel that the restrictions should be lifted so that COVID-19 runs unchecked in an effort to cause more infections for herd immunity. She indicated that it is not known what will happen to people long-term who get COVID-19. She explained how SARS-CoV-2 works in the body to cause damage including inflammation, heart and lung damage, breathing difficulties, fatigue, etc. She said that many have ongoing digestive and neurological issues, as well as kidney damage or injury. She reported that some have encountered new onset diabetes when sick with COVID-19. She said there were many different groups studying survivors of COVID-19.

She stated that mass infection in individuals would cause many more hospitalizations and deaths as well as thousands if not millions of Americans to become chronically ill or disabled. Dr. Morse also noted that rural areas were the most heavily affected areas now. Michigan has experienced an 83% increase in cases and a 117% increase in deaths over the last few weeks. She mentioned that she hopes that people better understand that the need to keep practicing prevention methods and to do all they can to avoid getting COVID-19.

C. Murphy commented that there was more testing being provided, therefore more positive cases would be found. Additionally, he said that he does not know of anyone that has had COVID-19 other than mild illness.

M. Cheatham replied that Gratiot County has experienced lower cases of COVID-19, although they are surrounded by Saginaw, Clinton, and Montcalm Counties, and those counties have seen dramatic increases in cases.

G. Bailey asked if the schools are making decisions on their own or whether MMDHD has been providing any guidance for schools. Dr. Morse said that she has been conducting meetings with the schools every week and provides them with data. She explained that a matrix supplied by the State was being used to analyze rates in the community versus COVID-19 activity in the schools. She said that almost all cases in schools have been acquired in the community – not contracted in the schools. She explained the recommendations to schools for deciding to close school or move to remote learning. She said that based upon the advice and data supplied by the health department schools make the decision whether to stay open, close, or transition to remote learning. C. Murphy thanked Dr. Morse for the work that she has done for the schools, summarizing his belief that students need to be in school as there was a huge reading problem in the elementary grades.

2. Influenza

G. Bailey mentioned that BOH members could make an appointment to receive the influenza vaccine.

Dr. Morse reviewed the BOH Monthly Healthy Living Recommendation for November:

1. *Continue to encourage and support COVID-19 prevention measures to prevent long-term complications and death.*
2. *Support those with long-term illness after COVID-19 infection. Refer them to support sites such as:*

<https://www.facebook.com/LongCovidPage>
<https://www.facebook.com/groups/longcovid/>
<https://www.survivorcorps.com/>

Motion made by B. Kellenberger and seconded by D. Washington to approve the BOH Monthly Healthy Living Recommendation for November as proposed and approve the Medical Director’s Report as presented. C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

G. HEALTH OFFICER’S REPORT:

1. Agreements Signed, September 21 through October 18, 2020

M. Cheatham briefly reviewed the agreements signed, noting the topic was for information only.

2. COVID-19

a. Legal Opinion of Executive Order Status – Cohl, Stoker & Toskey, P.C.

M. Cheatham briefly reviewed the legal opinion received from the agency’s general counsel, Cohl, Stoker, and Toskey concerning the status of the Governor’s Executive Orders stating that the health department periodically receives legal opinions from the agency’s general counsel, but has not shown them to the BOH.

b. MMDHD COVID-19 Response

M. Cheatham reviewed data regarding COVID-19 from inception through current. He said that mortality from COVID-19 has remained constant at around 2%, although there was a spike in early 2020. He indicated that current data showed that hospitals were being stretched with increased COVID-19 patients.

M. Cheatham also explained the guidance given to the schools regarding levels of risk stating that the current percent of positive tests were: Clinton County - 4%; Gratiot County - 2.4%; and Montcalm County - 5%; however, he reported that the number of positive tests were on the rise. He said that the schools were following their safety plans; therefore, they have been safe places for children. Currently, he reported COVID-19 was circulating by community spread. M. Cheatham said that Clinton and Montcalm were at Level E, which was the highest level and Gratiot County was at Level D, very high. He said that the recommendation for Level E was for schools to consider remote instruction.

A. Petersen said that he has heard from two or three restaurants that inspectors have come in and said that staff were not wearing masks correctly and not wearing the right styles of masks. M. Cheatham mentioned that Environmental Health Specialists (EHS) were educating restaurants in accordance with the Centers for Disease Control and Prevention (CDC) guidelines. A. Petersen asked what authority the health department had to enforce masks. M. Cheatham said that the health department has the authority to fine food service establishments. L. Braddock said that inspectors go into restaurants when repetitive complaints are received from the public. She said that staff at the Montcalm County restaurant in question were not wearing masks but wearing face shields covering only half of their face exposing their mouth. L. Braddock clarified that the agency was educating restaurants under the authority of the Michigan Department of Health and Human Services (MDHHS) order. She stated that the restaurant receives a warning letter from the health department first before the Liquor Control Commission or MIOSHA are notified. L. Braddock said that both organizations could issue fines. M. Cheatham said that the public can appeal a health department decision to the BOH according to the Environmental Health Code. A. Petersen stated the health department issued a shutdown letter to a gym, then a week later said never mind. He added that the Attorney General already stated that she was not going to enforce anything under the previous Executive Orders. He said that he was embarrassed to be attached to our organization. G. Bailey replied that our orders came from the MDHHS which included enforcement of their Executive Order. M. Cheatham reiterated that staff provided education and have not threatened restaurants with fines or closures. He encouraged anyone with complaints to contact him.

3. Trace Force Data

M. Cheatham indicated that the health department was monitoring its own performance through Trace Force. He reviewed the agency's Trace Force Data stating that the State of Michigan and the MMDHD staff were not able to maintain the level of past performance in contacting positive COVID-19 cases within 24 hours.

4. FY 19/20 Quarterly Service Report (QSR), Fourth Quarter (July 1, 2020 through September 30, 2020)

M. Cheatham reviewed the FY 19/20 QSR charts for the fourth quarter stating that the agency has continued to provide WIC Program services throughout the pandemic at consistently high levels. Although Family Planning services have declined, services were still being provided. Immunization services stopped through the second and third quarter of FY 19/20; however, immunization services have restarted in the fourth quarter.

In Environmental Health, food service inspections stopped during the second quarter, but have gotten back on track. Onsite Wastewater Program and Drinking Water Programs continued at high levels with services provided remotely. M. Cheatham reported an increase in nuisance complaints. L. Braddock stated that nuisance complaints reflected in the report do not include COVID-19 complaints.

4. District-Wide In-Service, Friday, November 6, 2020, Virtual – No report.

H. OLD BUSINESS: None.

I. NEW BUSINESS:

1. FY 20/21 MMDHD Organizational Charts

M. Cheatham reviewed MMDHD's revised Organizational Charts for FY 20/21 noting the placement of new positions.

Motion made by C. Murphy and seconded by D. Washington to approve the agency's FY 20/21 Organizational Charts as presented.

C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

2. Emerging Issues – None.

Motion made by D. Washington and seconded by B. Kellenberger to accept the Health Officer's Report and place it on file.

C. Partlo called the roll:

Board Member	Yes	No
B. DeLong	✓	
B. Kellenberger	✓	
C. Murphy	✓	
A. Petersen	✓	
D. Washington	✓	
G. Bailey	✓	

Motion carried 6-0.

J. LEGISLATIVE ACTION: None.

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, September 2020
2. Staffing Report

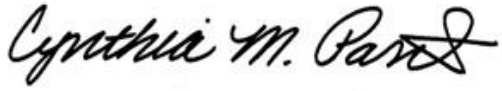
M. Cheatham reviewed the Staffing Report stating that some positions were continuing to be held.

- L. RELATED NEWS ARTICLES AND LINKS: <https://www.mmdhd.org/2020-board-of-health/>
1. 'This Truly Affects Our Trust', *Gratiot County Herald*, September 16, 2020
 2. Alma Elementary, College Grapple With Outbreaks, *Gratiot County Herald*, September 17, 2020
 3. Virtual PBB Community Meetings Set For Next Week, *Gratiot County Herald*, September 17, 2020
 4. MAISD Focusing On Enrollment, Making Strides In Special Ed, *Daily News*, September 21, 2020
 5. COVID-19 Outbreak Associated With Alma Elementary Grows By 283%, *Morning Sun*, September 22, 2020
 6. Take Precautions To Avoid Mosquito Bites And The Diseases They Carry, *Daily News*, September 22, 2020
 7. Local Health Officials Encourage Flu Shot In Wake Of COVID Pandemic, *Gratiot County Herald*, September 23, 2020
 8. Three Children Infected In Luce Road Elementary COVID Outbreak, *Morning Sun*, September 23, 2020
 9. Update: CC-C Schools Shut Down Due To Coronavirus Outbreak, *Daily News*, September 23, 2020
 10. Just In: Sheridan Resident Suspected To Have Contracted EEE, *Daily News*, September 24, 2020
 11. Stanton Continues Halloween Hours Debate, Reviews CDC Guidelines For Holiday Events, *Daily News*, September 24, 2020
 12. Carson City Nursing Home Has COVID Outbreak, *Daily News*, September 25, 2020
 13. Contamination's Shadow, *Morning Sun*, September 25, 2020
 14. PFAS Not Detected Near Grand Ledge Army Facility, *Lansing State Journal*, September 25, 2020
 15. 'Beloved Michelle': CC-C School Teacher Unexpectedly Dies Amid COVID Outbreak, *Daily News*, September 26, 2020
 16. MCC Reports First Positive Coronavirus Case, 5 More Students Asked To Quarantine, *Daily News*, September 26, 2020
 17. One Michigan County Tells The Story Of A Nation Plagued By Water Pollution, *Michigan Radio-NPR*, September 27, 2020
 18. 14th Isabella Resident Dies Of COVID-19, *Morning Sun*, September 29, 2020
 19. A Rural Michigan District Has 15 COVID Cases, One Death, And Few Answers, *Bridge Michigan*, September 29, 2020
 20. Health Officials Talk School COVID-19 Outbreaks, *Daily News*, September 30, 2020
 21. Gratiot COVID Cases Jump By 15 In One Day, *Morning Sun*, September 30, 2020
 22. Greenville Schools OK Extended COVID-19 Learning Plan, *Daily News*, September 30, 2020
 23. Career Center Morning Session Moves To Distance Learning, *Daily News*, October 2, 2020
 24. Local COVID Death Not Listed On Death Certificate, Despite Federal Requirement, *Daily News*, October 3, 2020
 25. Seville Twp. Officials Get EGLE Water Test Results, *Morning Sun*, October 4, 2020
 26. Uncertainty Lingers after Supreme Court Decision, *Morning Sun*, October 6, 2020
 27. No School Updates On Virus Cases, *Lansing State Journal*, October 6, 2020
 28. Vail: COVID-19 Authority Is 'Very Clear', *Lansing State Journal*, October 6, 2020
 29. Four Deaths Reported Across Mid-Michigan, *Morning Sun*, October 7, 2020
 30. Health Department Issues Emergency Order; COVID Deaths Reported in Gratiot, Adjacent Counties, *Gratiot County Herald*, October 15, 2020
 31. Three Schools Report New Cases, *Morning Sun*, October 8, 2020
 32. St. Johns High Moves To Remote Learning After Staffer Tests Positive For COVID-19, *Lansing State Journal*, October 9, 2020
 33. Contact Tracing Stirs Emotions, *Morning Sun*, October 12, 2020
 34. COVID-19 Hospitalizations Low In Greater Lansing Despite Surge, *Lansing State Journal*, October 17, 2020
 35. Lakeview Schools Staff Member Tests Positive For COVID-19, *Daily News*, October 17, 2020
 36. Greenville Varsity Football Game Friday Canceled Due To COVID-19 Exposure, *Daily News*, October 20, 2020

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting was adjourned at 10:32 a.m.

Respectfully Submitted,



Cynthia M. Partlo, Board Secretary
For George Bailey, Chairperson
Mid-Michigan District Board of Health

DRAFT



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES

LANSING

GRETCHEN WHITMER
GOVERNOR

ROBERT GORDON
DIRECTOR

November 12, 2020

Marcus Cheatham, PhD, MA
Health Officer
Mid-Michigan District Health Dept.
615 N. State Road, Suite 2
Stanton, Michigan 48888

Dear Health Officer Cheatham,

In accordance with MCL 123.1357(4)(viii), on August 25, 2020, the Michigan Department of Health and Human Services (MDHHS) certified to the Local Community Stabilization Authority the amount to be paid to each municipality. On Friday, November 13, 2020, the Local Community Stabilization Authority approved distribution of those payments. Your county is approved to receive \$190,167.00 for reimbursement of reasonable and allowable costs of required and allowable health services described in MCL 333.2475 not otherwise reimbursed.

Payments are set to be released November 30, 2020. Those counties that have signed up for ACH will see funds some time that day. If your county has not signed up for ACH, the county will receive a check a few days later depending on the mail service.

If you have any questions or concerns, please do not hesitate to make contact.

Sincerely,

Laura de la Rambelje
Director
Division of Local Health Services
Public Health Administration
delarambeljel@michigan.gov
(517) 3887302

cc: Dr. Joneigh S. Khaldun, MD, MPH, FACEP
Chief Medical Executive, Chief Deputy Director for Health, MDHHS
Orlando Todd, MDHHS Bureau Director of Health and Wellness
Shea Charles, LCSA Administrator
Melissa Bowerman, Financial Administrator

**MONTHLY EXPENSES FOR
October 24, 2020 - November 20, 2020**

<i>EV 1937</i>	\$ 258,508.18
<i>EV 1938</i>	<u>\$ 276,817.71</u>
TOTAL	\$ 535,325.89

EV # 1937

11/6/2020

Payables

Check #

106367			
to	Quantum Checks & AP Direct Deposits	\$	39,169.07
106385			

Payroll

AFLAC Employee Deduction	\$	525.20
MERS Employee Electronic Transfer	\$	4,346.54
Chemical Bank Payroll-Ameriprise NBS	\$	85.00
Chemical Bank Payroll-Nationwide	\$	1,660.00
Chemical Bank Payroll-MERS 457	\$	1,220.00
Chemical Bank Payroll Tax EFT		
Federal	\$	49,626.94
State	\$	7,454.71
Direct Deposit Payroll	\$	155,971.72

Fees

State of Michigan Unemployment		4Q2020	\$	(1,562.00)
Chemical E-Banking fee	CORRECTION	Sep-20	\$	(99.60)
Chemical E-Banking fee		Oct-20	\$	110.60

TOTAL			\$	<u>258,508.18</u>
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ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
298	11/06/20	KELO38 KELLENBERGER BETTY	101908	10/28/20	20794		\$ 35.00	\$ -	\$ 35.00
		DIRECT DEPOSIT							
							\$ 35.00	\$ -	\$ 35.00
299	11/06/20	WASH83 WASHINGTON DWIGHT	101907	10/28/20	20793		\$ 35.00	\$ -	\$ 35.00
		DIRECT DEPOSIT							
							\$ 35.00	\$ -	\$ 35.00
106367	11/06/20	4IM001 4IMPRINT, INC	8526940	10/12/20	20781	096586-00	\$ 1,800.91	\$ -	\$ 1,800.91
		COMPUTER CHECK				PROMOTIONAL HIV ITEMS			
							\$ 1,800.91	\$ -	\$ 1,800.91
106368	11/06/20	CAP095 CAPITAL AREA UNITED WAY	101909	11/03/20	20796		\$ 16.26	\$ -	\$ 16.26
		COMPUTER CHECK				11/6/20 EMPLOYEE DONATION			
							\$ 16.26	\$ -	\$ 16.26
106369	11/06/20	CDW016 CDW GOVERNMENT, INC.	2616740	10/09/20	20777	096562-00	\$ 20,564.16	\$ -	\$ 20,564.16
		COMPUTER CHECK				RENEW OFFICE 365			
							\$ 20,564.16	\$ -	\$ 20,564.16
106370	11/06/20	CEN021 CENTRAL MI DIST HEALTH DEPT	102820	10/28/20	20789		\$ 468.53	\$ -	\$ 468.53
		COMPUTER CHECK				SEPTEMBER NP WORK			
							\$ 468.53	\$ -	\$ 468.53
106371	11/06/20	COH003 COHL, STOKER & TOSKEY	51820	10/26/20	20788		\$ 980.31	\$ -	\$ 980.31
		COMPUTER CHECK				SEPTEMBER LEGAL			
							\$ 980.31	\$ -	\$ 980.31
106372	11/06/20	CRY023 CRYSTAL AUTOMATION SYSTEM	617876	11/01/20	20790		\$ 850.00	\$ -	\$ 850.00
		COMPUTER CHECK				NOV INTERNET/WIRELESS/LIS SERV			
							\$ 850.00	\$ -	\$ 850.00
106373	11/06/20	CRYSTA CRYSTAL CLEAR WATER WELLS	011345	10/29/20	20792		\$ 112.00	\$ -	\$ 112.00
		COMPUTER CHECK				REFUND PERMIT OVERPAYMENT			
							\$ 112.00	\$ -	\$ 112.00
106374	11/06/20	HEA067 HEARTHSTONE OVEN LLC	101620	10/16/20	20787		\$ 145.92	\$ -	\$ 145.92
		COMPUTER CHECK				COVID HOMELESS MEALS			
							\$ 145.92	\$ -	\$ 145.92
106375	11/06/20	JETS37 JETS SPEED PRINTING	44001	10/29/20	20795		\$ 1,600.00	\$ -	\$ 1,600.00
		COMPUTER CHECK				1,000 RESOURCE DIRECTORIES			
							\$ 1,600.00	\$ -	\$ 1,600.00
106376	11/06/20	LAK014 LAKEVIEW AREA NEWS	101920	10/19/20	20786		\$ 55.00	\$ -	\$ 55.00
		COMPUTER CHECK				FY21 SUBSCRIPTION			
							\$ 55.00	\$ -	\$ 55.00

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
106377	11/06/20	MCK032 MCKESSON MEDICAL	14192378	10/07/20	20780	096595-00	\$ 396.40	\$ -	\$ 396.40
		COMPUTER CHECK							
			14255870	10/08/20	20779	096601-00	\$ 138.25	\$ -	\$ 138.25
			CHECK TOTALS:				\$ 534.65	\$ -	\$ 534.65
106378	11/06/20	MIC006 MICHIGAN DEPT OF AGRICULTURE	791-10590068	10/21/20	20782		\$ 2,305.00	\$ -	\$ 2,305.00
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 2,305.00	\$ -	\$ 2,305.00
106379	11/06/20	NAT033 NATIONAL WIC ASSOCIATION	3DA4FWNNHK	10/21/20	20785		\$ 50.00	\$ -	\$ 50.00
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 50.00	\$ -	\$ 50.00
106380	11/06/20	STA194 STAPLES	3458614909	10/06/20	20775	096588-00	\$ 22.30	\$ -	\$ 22.30
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 22.30	\$ -	\$ 22.30
106381	11/06/20	UNI001 UNITED WAY OF MONTCALM CO	101909	11/03/20	20798		\$ 31.68	\$ -	\$ 31.68
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 31.68	\$ -	\$ 31.68
106382	11/06/20	UNI009 UNITED WAY OF GRATIOT CO	101909	11/03/20	20797		\$ 71.00	\$ -	\$ 71.00
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 71.00	\$ -	\$ 71.00
106383	11/06/20	UPS002 UNITED PARCEL SERVICE	0000423867430	10/24/20	20784		\$ 6.25	\$ -	\$ 6.25
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 6.25	\$ -	\$ 6.25
106384	11/06/20	VER004 VERIZON	9865636686	10/23/20	20783		\$ 6,862.97	\$ -	\$ 6,862.97
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 6,862.97	\$ -	\$ 6,862.97
106385	11/06/20	WINN73 WINN TELECOM	NOV 2020 041000	11/02/20	20791		\$ 2,622.13	\$ -	\$ 2,622.13
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 2,622.13	\$ -	\$ 2,622.13
			BANK CODE TOTALS:				\$ 39,169.07	\$ -	\$ 39,169.07
19 COMPUTER CHECKS									
0 MANUAL PAYMENT CHECKS									
0 VOID CHECKS - TRX									
0 VOID CHECKS - STUBS									
0 VOID CHECKS - ERROR									
0 VOID CHECKS - FORM ALIGNMENT									
2 DIRECT DEPOSITS									
21 CHECKS TOTAL									
COMPANY TOTALS:							\$ 39,169.07	\$ -	\$ 39,169.07

EV # 1938

11/20/2020

Payables

Check #

106386			
to	Quantum Checks & AP Direct Deposits	\$	56,998.88
106412			

Payroll

AFLAC Employee Deduction		\$	525.20
MERS Employee Electronic Transfer		\$	4,800.04
Chemical Bank Payroll-Ameriprise NBS		\$	85.00
Chemical Bank Payroll-Nationwide		\$	1,660.00
Chemical Bank Payroll-MERS 457		\$	1,220.00
Chemical Bank Payroll Tax EFT			
Federal		\$	40,426.40
State		\$	6,175.45
MERS Employer Electronic Transfer	Oct-20	\$	33,237.37
Direct Deposit Payroll		\$	131,567.40

Fees

Chemical E-Banking fee	Nov-20	\$	122.80
Chemical Bank Interest	Oct-20	\$	(0.83)

TOTAL		\$	<u>276,817.71</u>
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ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
106386	11/20/20	AMER80 AMERICAN ACADEMY OF PED.	15182535	09/18/20	20826		\$ 165.00	\$ -	\$ 165.00
		COMPUTER CHECK							
							\$ 165.00	\$ -	\$ 165.00
106387	11/20/20	BLU034 BLUE CARE NETWORK	203110059915	11/06/20	20847		\$ 22,364.11	\$ -	\$ 22,364.11
		COMPUTER CHECK							
							\$ 22,364.11	\$ -	\$ 22,364.11
106388	11/20/20	BLU034 BLUE CARE NETWORK	203110029351-DE	11/06/20	20846		\$ 9,534.03	\$ -	\$ 9,534.03
		COMPUTER CHECK							
							\$ 9,534.03	\$ -	\$ 9,534.03
106389	11/20/20	BRO117 BROMBERG & ASSOCIATES	15646	11/11/20	20849		\$ 54.08	\$ -	\$ 54.08
		COMPUTER CHECK							
							\$ 54.08	\$ -	\$ 54.08
106390	11/20/20	BUS090 BUSINESS MANAGEMENT DAILY	REN2R04	10/12/20	20827		\$ 159.00	\$ -	\$ 159.00
		COMPUTER CHECK							
							\$ 159.00	\$ -	\$ 159.00
106391	11/20/20	CAP095 CAPITAL AREA UNITED WAY	101917	11/17/20	20853		\$ 16.26	\$ -	\$ 16.26
		COMPUTER CHECK							
							\$ 16.26	\$ -	\$ 16.26
106392	11/20/20	DEL007 DELTA DENTAL OF MICHIGAN	101918	11/17/20	20851		\$ 4,755.74	\$ -	\$ 4,755.74
		COMPUTER CHECK							
							\$ 4,755.74	\$ -	\$ 4,755.74
106393	11/20/20	DIS83 DISCOUNTMUGS.COM	dm4249525	09/30/20	20813	096583-00	\$ 2,038.00	\$ -	\$ 2,038.00
		COMPUTER CHECK							
							\$ 2,038.00	\$ -	\$ 2,038.00
106394	11/20/20	E&S003 E&S GRAPHICS INC	67411	10/09/20	20812	096585-00	\$ 220.00	\$ -	\$ 220.00
		COMPUTER CHECK							
							\$ 220.00	\$ -	\$ 220.00
106395	11/20/20	GSK052 GLAXO SMITH KLINE	8253309887	10/12/20	20804	096593-00	\$ 358.63	\$ -	\$ 358.63
		COMPUTER CHECK							
							\$ 358.63	\$ -	\$ 358.63
106396	11/20/20	JONE40 JONESFIELD-LAKEFIELD FIRE	101913	11/03/20	20828		\$ 40.00	\$ -	\$ 40.00
		COMPUTER CHECK							
							\$ 40.00	\$ -	\$ 40.00
106397	11/20/20	LIN061 LINCOLN FINANCIAL GROUP	101916	11/10/20	20850		\$ 2,633.74	\$ -	\$ 2,633.74
		COMPUTER CHECK							
							\$ 2,633.74	\$ -	\$ 2,633.74

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
106398	11/20/20	MCK032 MCKESSON MEDICAL	13875739	09/30/20	20830	096581-00	\$ 133.49	\$ -	\$ 133.49
		COMPUTER CHECK				10 CASES FULL FACE SHIELDS			
			13899270	09/30/20	20829	096581-00	\$ 163.44	\$ -	\$ 163.44
						3 HOLDER, TU BLD COLLECTION			
			CHECK TOTALS:				\$ 296.93	\$ -	\$ 296.93
106399	11/20/20	MCKE01 MCKENNA'S VILLAGE RESTAURANT	011403	11/10/20	20817		\$ 551.00	\$ -	\$ 551.00
		COMPUTER CHECK				REFUND EH LATE FEE			
			CHECK TOTALS:				\$ 551.00	\$ -	\$ 551.00
106400	11/20/20	MNA004 MICHIGAN NURSES ASSOCIATION	101917	11/17/20	20852		\$ 588.50	\$ -	\$ 588.50
		COMPUTER CHECK				NOVEMBER DUES			
			CHECK TOTALS:				\$ 588.50	\$ -	\$ 588.50
106401	11/20/20	ODYS27 ODYSSEY SOFTWARE	BILL019785	10/29/20	20821		\$ 918.75	\$ -	\$ 918.75
		COMPUTER CHECK				KRONOS JULY/AUGUST FEES			
			BILL020018	11/16/20	20848		\$ 2,326.25	\$ -	\$ 2,326.25
						KRONOS SEPTEMBER FEES			
			CHECK TOTALS:				\$ 3,245.00	\$ -	\$ 3,245.00
106402	11/20/20	RIC72 RICOH USA INC	5060728162	11/01/20	20822		\$ 48.22	\$ -	\$ 48.22
		COMPUTER CHECK				OCTOBER COPIES			
			CHECK TOTALS:				\$ 48.22	\$ -	\$ 48.22
106403	11/20/20	ROLS01 ERIC ROLSTON	04541	11/02/20	20816		\$ 145.72	\$ -	\$ 145.72
		COMPUTER CHECK				FRONT DOOR/LATCH & LABOR			
			CHECK TOTALS:				\$ 145.72	\$ -	\$ 145.72
106404	11/20/20	SAN020 SANOFI PASTEUR INC	915769885	10/26/20	20799	096615-00	\$ 290.14	\$ -	\$ 290.14
		COMPUTER CHECK				TUBERSOL CLINTON AMBULANCE			
			CHECK TOTALS:				\$ 290.14	\$ -	\$ 290.14
106405	11/20/20	STA194 STAPLES	3456721332	09/17/20	20807	096555-00	\$ 81.42	\$ -	\$ 81.42
		COMPUTER CHECK				HAND SANITIZER			
			3458671351	10/07/20	20808	096569-00	\$ 202.10	\$ -	\$ 202.10
						2 PK/HP INK			
			3459145143	10/14/20	20802	096606-00	\$ 67.02	\$ -	\$ 67.02
						CARD PAPER,BROTHER TAPE			
			3459228276	10/15/20	20801	096609-00	\$ 76.02	\$ -	\$ 76.02
						HP INK,POST IT FLAGS			
			3459228278	10/15/20	20811	096608-00	\$ 269.52	\$ -	\$ 269.52
						COPY PAPER,FOLDERS			
			3459437218	10/17/20	20800	096611-00	\$ 76.67	\$ -	\$ 76.67
						CALENDARS			
			CHECK TOTALS:				\$ 772.75	\$ -	\$ 772.75

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
106406	11/20/20	STA225 STATCOURIER	1019-2112	10/31/20	20823		\$ 1,989.00	\$ -	\$ 1,989.00
		COMPUTER CHECK			OCTOBER WATER LAB COURIER				
					CHECK TOTALS:		\$ 1,989.00	\$ -	\$ 1,989.00
106407	11/20/20	TABO01 TABOR ANDREA	101910	11/13/20	20818		\$ 310.00	\$ -	\$ 310.00
		COMPUTER CHECK			11/6-13 CONTRACTUAL				
					CHECK TOTALS:		\$ 310.00	\$ -	\$ 310.00
106408	11/20/20	TEA001 TEAMSTERS LOCAL 214	101917	11/17/20	20856		\$ 1,736.08	\$ -	\$ 1,736.08
		COMPUTER CHECK			NOVEMBER DUES				
					CHECK TOTALS:		\$ 1,736.08	\$ -	\$ 1,736.08
106409	11/20/20	UNI001 UNITED WAY OF MONTCALM CO	101917	11/17/20	20855		\$ 31.68	\$ -	\$ 31.68
		COMPUTER CHECK			11/20/20 EMPLOYEE DONATION				
					CHECK TOTALS:		\$ 31.68	\$ -	\$ 31.68
106410	11/20/20	UNI009 UNITED WAY OF GRATIOT CO	101917	11/17/20	20854		\$ 71.00	\$ -	\$ 71.00
		COMPUTER CHECK			11/20/20 EMPLOYEE DONATION				
					CHECK TOTALS:		\$ 71.00	\$ -	\$ 71.00
106411	11/20/20	UPS002 UNITED PARCEL SERVICE	423867450	11/07/20	20820		\$ 32.18	\$ -	\$ 32.18
		COMPUTER CHECK			4 MAILED PKGS				
			423867460	11/14/20	20819		\$ 13.77	\$ -	\$ 13.77
					2 MAILED PKGS				
					CHECK TOTALS:		\$ 45.95	\$ -	\$ 45.95
106412	11/20/20	FIR003 FIRST NATIONAL BANK OMAHA	101911	11/02/20	20824		\$ 30.41	\$ -	\$ 30.41
		COMPUTER CHECK			NEW EMPLOYEE LUNCH/GOTOMEETING				
			101912	11/02/20	20825		\$ 56.28	\$ -	\$ 56.28
					PAGER				
			101914	11/02/20	20831		\$ 818.60	\$ -	\$ 818.60
					TRAINING/ADS/FACEBOOK AD/FEES				
			101914-1	11/02/20	20832 096576-00		\$ 190.67	\$ -	\$ 190.67
					12 CUSTOM POSTERS				
			101914-10	10/30/20	20841 096616-00		\$ 1,936.39	\$ -	\$ 1,936.39
					BREAST PUMP/MUGS/PADS/DIAPERS				
			101914-11	11/02/20	20842 096621-00		\$ 78.26	\$ -	\$ 78.26
					EH DROP BOX				
			101914-12	11/02/20	20843		\$ 379.00	\$ -	\$ 379.00
					LASER LEVELING ROTARY				
			101914-13	11/02/20	20844 096626-00		\$ 54.00	\$ -	\$ 54.00
					6 CALCULATOR RIBBONS				
			101914-2	11/02/20	20833 096587-00		\$ 220.11	\$ -	\$ 220.11
					FRAMES & CERTIFICATES				
			101914-3	11/02/20	20834 096597-00		\$ 258.60	\$ -	\$ 258.60
					CANOPY SIDES/SAND BAGS				

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT	
			101914-4	11/02/20	20835	096561-00	\$ (84.80)	\$ -	\$ (84.80)	
			CREDIT FOR PLANNER							
			101914-5	11/02/20	20836	096607-00	\$ 51.27	\$ -	\$ 51.27	
			3 APPOINTMENT BOOKS							
106412	11/20/20	FIR003 FIRST NATIONAL BANK OMAHA	101914-6	11/02/20	20837	096612-00	\$ 15.95	\$ -	\$ 15.95	
			PLANNER							
			101914-7	11/02/20	20838	096616-00	\$ 241.87	\$ -	\$ 241.87	
			19 BREAST THERAPY PACKS							
			101914-8	11/02/20	20839	096613-00	\$ 240.30	\$ -	\$ 240.30	
			30 BUSINESS CARD HOLDERS							
			101914-9	11/02/20	20840	096622-00	\$ 51.41	\$ -	\$ 51.41	
			BLACK/COLOR INK CARTRIDGE							
			CHECK TOTALS:					\$ 4,538.32	\$ -	\$ 4,538.32
			BANK CODE TOTALS:					\$ 56,998.88	\$ -	\$ 56,998.88
27 COMPUTER CHECKS										
0 MANUAL PAYMENT CHECKS										
0 VOID CHECKS - TRX										
0 VOID CHECKS - STUBS										
0 VOID CHECKS - ERROR										
0 VOID CHECKS - FORM ALIGNMENT										
0 DIRECT DEPOSITS										
27 CHECKS TOTAL										
			COMPANY TOTALS:					\$ 56,998.88	\$ -	\$ 56,998.88

Mid-Michigan District Health Department

100%

FY 2020

AP: 12

Revenue		DRAFT/UNAUDITED - THERE MAY BE ADDITIONAL TRANSACTIONS RECORDED				
Account	Proposed Amendment	Current Month	Year-to-Date	Budget Balance	YTD% of Budget	
1 Onsite Sewage	200,000.00	34,070.87	193,274.37	6,725.63	97%	
2 Groundwater Quality	165,000.00	32,989.00	153,388.50	11,611.50	93%	
3 Food Service	275,000.00	15,470.00	285,974.00	-10,974.00	104%	
4 Body Art Fees	5,000.00	0.00	4,028.00	972.00	81%	
5 EH Misc Fees	34,000.00	1,354.87	31,614.11	2,385.89	93%	
6 Vision Fees	10,000.00	-10.00	7,482.80	2,517.20	75%	
7 Hearing Fees	13,000.00	6.30	9,680.70	3,319.30	74%	
8 Communicable Disease Fees	1,000.00	1,000.80	2,000.80	-1,000.80	200%	
9 Immunization Fees	115,000.00	23,880.40	110,985.40	4,014.60	97%	
10 Family Planning/STD Fees	135,000.00	-5,808.24	71,853.47	63,146.53	53%	
11 Breast Cancer Fees	2,500.00	897.75	2,284.95	215.05	91%	
12 Lead Fees	6,500.00	97.99	6,306.10	193.90	97%	
13 Varnish Fees	10,000.00	-495.00	9,512.00	488.00	95%	
14 Breastfeeding Fees	4,000.00	104.84	4,052.93	-52.93	101%	
15 Ched Miscellaneous Fees	0.00	0.00	0.00	0.00	0%	
16 Miscellaneous Other Fees	100.00	100.00	100.00	0.00	100%	
17 Deferred Revenues - Billing	0.00	0.00	0.00	0.00	0%	
18 VFC/317 Vaccine Revenue	300,000.00	15,988.87	123,583.15	176,416.85	41%	
19 MDHHS Grants	2,652,357.00	392,915.00	2,386,154.00	266,203.00	90%	
20 Essential Local Public Health Services	1,152,146.00	93,774.00	957,146.00	195,000.00	83%	
21 MDHHS Fee For Service Revenue	37,000.00	4,380.00	32,133.16	4,866.84	87%	
22 DEQ Grants	68,000.00	14,686.00	77,621.00	-9,621.00	114%	

23	Other Grants/Community Support	462,402.00	173,981.78	469,383.95	-6,981.95	102%
24	Medicaid Full Cost Reimbursement	150,000.00	0.00	269,103.90	-119,103.90	179%
25	Medicaid Outreach	90,000.00	0.00	34,474.68	55,525.32	38%
26	Interest	20,000.00	148.05	20,101.31	-101.31	101%
27	Misc Revenue	20,500.00	6,154.00	26,637.00	-6,137.00	130%
28	Donations	2,000.00	0.00	1,628.75	371.25	81%
29	Cash Over/Short	0.00	0.00	0.00	0.00	0%
30	Clinton Co - Appropriation	423,044.00	35,889.91	423,044.50	-0.50	100%
31	Gratiot Co - Appropriation	320,770.00	27,240.59	320,770.00	0.00	100%
32	Montcalm Co - Appropriation	427,904.00	35,658.67	427,904.04	-0.04	100%
33	Prior Year Adjustments	0.00	-32,750.00	-37,283.50	37,283.50	0%
34	Space Occupancy	275,000.00	22,920.00	274,012.00	988.00	100%
35	Deferred Revenues/Fund Balance- Other	-471,000.00	0.00	0.00	-471,000.00	0%
TOTAL REVENUE:		6,906,223.00	894,646.45	6,698,952.07	207,270.93	97%
W/O SPACE & VFC			855,737.58	6,301,356.92	-562,853.92	110%

Mid-Michigan District Health Department

100%

FY 2020

AP: 12

Expenditure					
Account		Current Month	Year-to-Date	Budget Balance	YTD% of Budget
1 Board of Health Per Diem	2,000.00	195.00	1,673.00	327.00	84%
2 Salaries	3,502,723.00	322,872.45	3,505,016.04	-2,293.04	100%
3 FICA	258,000.00	23,433.44	260,216.32	-2,216.32	101%
4 Health Insurance	713,500.00	63,095.36	711,638.15	1,861.85	100%
5 Dental Insurance	40,000.00	3,845.16	40,453.06	-453.06	101%
6 Retirement	370,000.00	29,484.99	366,972.11	3,027.89	99%
7 Work Comp	13,000.00	1,214.58	13,737.47	-737.47	106%
8 Unemployment Comp	10,000.00	8,801.00	10,019.00	-19.00	100%
9 Life Insurance	6,000.00	511.03	5,972.06	27.94	100%
10 Physicals/memberships	1,000.00	0.00	697.36	302.64	70%
11 Printed Materials	5,000.00	142.40	2,539.86	2,460.14	51%
12 Postage	38,000.00	2,201.46	25,120.12	12,879.88	66%
13 Office Supplies	110,000.00	13,799.52	74,577.76	35,422.24	68%
14 Computer/Printer Supplies	100,000.00	7,279.68	67,050.61	32,949.39	67%
15 Medical Supplies	75,000.00	11,116.45	54,904.87	20,095.13	73%
16 CD Meds Biologics	90,000.00	7,717.42	73,376.33	16,623.67	82%
17 VFC Supplies	300,000.00	15,988.87	123,583.15	176,416.85	41%
18 Contractual Services	260,000.00	84,332.65	264,426.78	-4,426.78	102%
19 Legal Expenses	25,000.00	3,558.55	23,603.43	1,396.57	94%
20 Communications	80,000.00	4,562.96	79,465.83	534.17	99%
21 Travel	120,000.00	7,697.61	109,084.55	10,915.45	91%
22 Advertising & Recruitment	91,000.00	18,100.00	49,431.27	41,568.73	54%

23	Liability Insurance	37,000.00	2,997.00	36,198.75	801.25	98%
24	Equipment Maintenance/Lease	70,000.00	473.64	62,651.52	7,348.48	90%
25	Rent	19,000.00	1,766.66	16,230.60	2,769.40	85%
26	Space Occupancy	275,000.00	22,920.00	274,012.00	988.00	100%
27	Training	25,000.00	150.00	24,108.32	891.68	96%
28	Memberships/Certifications/Subscriptions	26,000.00	703.00	25,846.54	153.46	99%
29	Tuition Reimbursement	1,000.00	0.00	660.00	340.00	66%
30	Laboratory	2,000.00	403.14	1,927.56	72.44	96%
31	Behavioral Risk Factor Survey	22,000.00	19,365.20	19,365.20	2,634.80	88%
32	Misc Other Expense	1,000.00	0.00	1,000.00	0.00	100%
33	Computer Support	110,000.00	5,180.16	101,495.79	8,504.21	92%
34	Service Charges/Credit Card Fees	8,000.00	1,707.44	8,373.99	-373.99	105%
35	Equipment	100,000.00	16,632.00	82,081.81	17,918.19	82%
36	BOH approved capital expenses	0.00	0.00	0.00	0.00	0%
TOTAL EXPENSES		6,906,223.00	702,248.82	6,517,511.21	388,711.79	94%
W/O SPACE & VFC			663,339.95	6,119,916.06	211,306.94	107%
Revenue Over Expenditures (Deficit)		0.00	192,397.63	181,440.86	-181,440.86	0%
Revenue Over Expenditures (Deficit) without BOH approved capital expense			192,397.63	181,440.86	-774,160.86	0%

MMDHD BALANCE SHEET AS OF	9/30/2020	9/30/2019
CURRENT ASSETS		
CASH TO TREASURER	\$3,252,363.44	\$3,393,842.13
CASH ON DEPOSIT/IMPREST CASH	3,282.50	3,180.00
ACCOUNTS RECEIVABLE/CASH IN TRANSIT	77,656.52	55,248.18
DUE FROM GOVERNMENTAL AGENCIES	345,269.80	239,737.30
INVENTORY - VFC IMMS	57,148.88	56,702.25
PREPAIDS	99,500.36	88,709.33
TOTAL ASSETS	\$3,835,221.50	\$3,837,419.19
LIABILITIES AND FUND BALANCE		
ACCOUNTS PAYABLE	\$135,248.11	\$158,291.86
PAYROLL DEDUCTIONS	1,282.91	(604.70)
PAYROLL PAYABLES	248,125.51	201,825.50
OTHER ACCRUED PAYABLES	30,873.96	17,777.94
ADVANCES	597,604.47	826,601.19
TRUST FUNDS	17,986.86	18,062.86
DEFERRED REVENUE PRIOR YEAR	0.00	0.00
DEFERRED REV DENTAL OUTREACH	57,033.00	57,033.00
DEFERRED REVENUE MCDC	29,000.00	29,000.00
DEFERRED REVENUE-VFC IMMS	57,148.88	56,702.25
DEFERRED REVENUE-MEDICAID FULL COST	0.00	0.00
FUND BALANCE RESTRICTED DENTAL	111,109.49	95,208.84
FUND BALANCE END OF YEAR	67,829.31	88,319.97
FUND BALANCE	249,661.28	324,449.90
FUND BALANCE - COMMUNITY PATHWAYS	400,000.00	0.00
FUND BALANCE - OPEB LIABILITY	57,778.12	-
FUND BALANCE EQUIPMENT	489,494.46	489,494.46
FUND BALANCE FACILITY DEV	124,580.00	124,580.00
FUND BALANCE SELF INS BONDS	13,949.72	13,949.72
FUND BALANCE-FUTURE RETIREMENT	323,829.80	608,829.80
FUND BALANCE-COMPENSATED LEAVES	285,988.76	285,988.76
FUND BALANCE-UNEMPLOYMENT	55,000.00	55,000.00
FUND BALANCE-TRAINING	35,000.00	35,000.00
FUND BALANCE/BRFS	11,522.00	11,522.00
FUND BALANCE-HEALTH INSURANCE	160,000.00	160,000.00
FUND BALANCE-POTENTIAL CLAIMS	93,734.00	93,734.00
BALANCE SHEET NET INCOME	181,440.86	86,651.84
TOTAL LIABILITIES	\$ 3,835,221.50	\$ 3,837,419.19
TOTAL NET INCOME	0.00	0.00

Agreements Signed 10/22/20 – 11/19/20

Date Signed	Organization	Purpose	Amount	Signed By
10/29/20	Michigan Department of Health and Human Services (MDHHS)	CRF Local Health Department Contact Tracing amended to increase funding.	\$81,806	Marcus Cheatham
10/29/20	MDHHS	Family Planning Services amended to increase funding.	\$266,640	Marcus Cheatham
11/2/20	Mid-State Health Network (MSHN)	Amendment to change program direct service hours due to COVID-19 restrictions.	N/A	Marcus Cheatham
11/2/20	Kent County Health Department	Agreement for participation in the Region 4 Perinatal Care System Quality Improvement Initiative.	\$5,055	Marcus Cheatham
11/4/20	Andrea Tabor	Agreement with Andrea Tabor for consultation and administrative support for the Director of Community Health and Education.	\$4,000	Marcus Cheatham
11/20/20	MDHHS	CRF Local Health Department Homeless Match Project	\$10,000	Marcus Cheatham



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BOARD OF HEALTH:	Bruce DeLong Dwight Washington, Ph.D.	George Bailey Chuck Murphy	Betty Kellenberger Adam Petersen
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November 20, 2020

ADMINISTRATOR: Marcus Cheatham, Health Officer

SUBJECT: COVID Report for November

Information Only **Action Needed**

I. Authority for This Action:

- Local Policy _____
- Law or Rule Public Health Code MCL 333.2433

II. Summary:

The Mid-Michigan District Health Department has largely re-focused its work from its routine activities to COVID-19 surveillance, education and prevention. Activities have focused on four main areas:

1. Increased efforts at case investigation and contact tracing. This has been a major focus of our efforts as it has been throughout the Michigan public health system.
2. Efforts to gain compliance with public health recommendations for disease prevention. In addition to community education efforts this also involves responding to complaints from the community and working with non-compliant organizations to help them understand their responsibilities.
3. Understanding trends in COVID-19 rates and informing our communities about their implications. This includes use of social media, responding to media inquiries, presentations for community groups, and routine meetings with schools.
4. Preparation for the COVID vaccines. This effort is now ramping up as the arrival of the vaccine is imminent and the outlines of the State plan become clear.

III. Strategic Objective, Health Issue, or other Need Addressed:

Items 1 and 2, above, case investigation and efforts to gain compliance, will be discussed in detail under “Alternatives Considered”, below. Here we will discuss items 3 and 4, COVID information and COVID vaccines.

COVID Information. The department has produced prodigious amounts of digital and written information about COVID. And whenever we encounter another lapse or misunderstanding it is natural to think that, yet another document might help. However, a more effective strategy might be to enlist others in the community to echo our messages. Most recently the department hosted two virtual events to accomplish this. The first was a community meeting for partner organizations in our three counties attended by over 50 people. Our message was “we all are part of public health”. Our goal was to help partners understand that they can—and in this moment of crisis should—confidently promote public health messages. The other event was an old-school style virtual press conference informing the media about what was discussed at the community meeting. Here we wanted the media to carry the message “the health department says we are all part of public health now.” By all accounts the community meeting was well-

received. Partners told us they had been anxious to have such a conversation. Our press conference garnered several stories as well.

COVID Vaccines. The Department has formed a Strike Team within its Incident Command System focused entirely on preparation for the COVID vaccine. This group is working under three main assumptions:

1. Regional hospital partners will receive the initial shipments of Pfizer super cold COVID vaccine. The hospitals will provide local health departments with both initial vaccinations for eligible employees and small amounts for us to distribute to first responders and community partners.
2. Health care providers and local health department clinical staff will continue to be swamped with their regular work at least in the initial stages of vaccination. Therefore, the health department's main role will be to organize local providers who can give vaccination such as mental health, long term care, EMS, etc. We might also be able to use people like medical students under the PREP Act. We will follow the model used recently for our flu/COVID testing clinics where we brought together providers with supplies with organization support from local emergency management.
3. As COVID vaccine becomes more readily available it will be the Moderna vaccine and others like it that require levels of cold our refrigeration can handle (to -20). Thus, we will be able to hold our own vaccine stores.

IV. Fiscal Impact and Cost:

As the Board is aware, significant financial resources have been made available to local public health for COVID response. COVID related funding in our FY 2019/20 budget totaled \$1,092,350 in five different grants within the Comprehensive Planning, Budgeting and Contracting system (for contact tracing, testing, emergency response, etc.) The 2020-21 budget for COVID was structured similarly and totals \$654,561.

The impact of these funds on the structure of the department has been significant with staffing growing from 68 individuals in 2018 to 79 this month, a total increase of 6.0 FTEs.

It is always worth repeating that this growth does not constitute any future obligation on County general funds. We expect contractions as COVID winds down and will in the future, as we have in the past, staff appropriately.

V. Alternatives Considered:

The Mid-Michigan District Health Department (MMDHD) has had to make numerous choices between strategic alternatives as we developed our capabilities for dealing with COVID.

Perhaps most important were the decisions around how to structure case investigation and contact tracing. The questions we faced included whether to adopt the new Trace Force module for this work and whether to use volunteers from the State for this work. Trace Force has been a welcome development. It has helped our staff work outside the Michigan Disease Surveillance System (MDSS) with its problems and manage rapidly expanding lists of case contacts.

To be sure there have been problems with the volunteers, who do not know our communities and make some elementary errors an employee who lives in the area would not. However, in the end, the volunteers have been able to take a lot of the burden off our team, enabling us to focus on sensitive and risky situations that require local knowledge.

Another major decision has been how to deploy staff in other areas. These include environmental health, health education, staff in the administration, etc. We decided to move these people into entirely new roles as demanded by the COVID response. As we have mentioned, Environmental Health has curtailed many of its routine functions or switched them to simplified, telephone-based approaches which has enabled this division to support COVID outreach and education and to focus on gaining compliance with COVID regulations. And people in administration, public health representatives and others have been tasked with staffing our virtual phone bank to deal with the many questions and requests for help from the community. The phone bank team receives daily talking points and updates on information we expect the community to be seeking.

VI. Recommendation:

The Board of Health is to be commended for supporting MMDHD's COVID work. The Board has completely grasped the full implications of what is needed in public health at this time. This has made it as easy as it could have been for us to do our jobs and serve our communities fully.

VII. Monitoring and Reporting Time Line:

The health department will continue to report to the Board monthly or more often as required. In particular we will keep you apprised of any changes in the quality of COVID case data being reported by the Michigan Department of Health and Human Services (MDHHS), and we will continue to provide the required, detailed monthly financial reports to monitor the impact of this work on our bottom line.

November 19, 2020

Good Evening MDSS Users,

As you are aware, the MDSS has been having issues with system stability since the beginning of November. The MDSS Support Team at MDHHS, DTMB and the MDSS development team have been working tirelessly to resolve these issues. Changes over the last two weeks have included operating system patches, increased space and system resource allocation, database structure enhancements, database interface enhancements, and disabling some system features in order to try and improve system stability.

While investigations into the root causes of these issues is ongoing and other system changes will likely be needed to resolve all issues, some of the triggering events for the system outages have been identified and will result in changes to the system that are more noticeable than the backend changes that have occurred up to now. These events are not the sole cause of the issues we have been experiencing but are contributing factors.

It has been found that certain search parameters may result in unusually long searches or unusually large result sets that would be returned. Before the pandemic, these searches would have slowed the system some and taken a long time to return for the user but would not have crashed the system. However, with the extra workload presented by COVID-19, both in user activity and in data flowing into the system, some of these larger searches have contributed to a tipping point. Because of these issues, some changes have been made to the Search page. Earlier this week, the AND/OR search selection function and the Advanced search while we make some changes to improve their performance.

As of tonight, two changes to the search page have been implemented: 1) the Search button will be grayed out until a search parameter has been chosen and 2) if no date criteria are specified, the search will default to searching cases with referral dates in the last month. Specification of any date criteria will override the one-month default. The referral date limitation does NOT apply to searches that include Investigation ID, Patient ID, or First and/or Last names. These defaults are to help prevent large searches from being performed unintentionally.

We also ask that you please try to make searches as specific as possible when looking for cases. Best practices would be to include date, jurisdiction and status criteria that would keep expected search results under 100,000 cases. Also, when feasible, use the overnight batch exports. We do understand that sometimes this is not a possibility and no new restrictions on search results or exports have been made. However, finding ways to limit these larger searches in general will help all users and would be greatly appreciated.

We understand and appreciate the frustrations that come with system delays and outages that make a difficult job even more difficult. Be assured that system availability and stability is the top priority for our entire team. In the first ten months of 2020, the MDSS has processed over 4.5 million ELRs (a nine-fold increase compared to all of 2019, 20 times that of 2018) and has recorded 11.8 million database transactions (up from 3.2 million for 2019). We will continue to do everything we can to keep up with the pace of this workload and to improve the system in ways that try to make your workload easier. Thank you for your patience.

If you have any questions or problems please contact your Regional Epidemiologist (http://www.michigan.gov/documents/MDSS_Support_Resources_87777_7.pdf) or Edward Hartwick (HartwickE@michigan.gov) with the MDHHS Communicable Disease Division.

Thank you for your continued support of the MDSS.

COVID-19, State of Michigan: Case Investigation TA Metrics

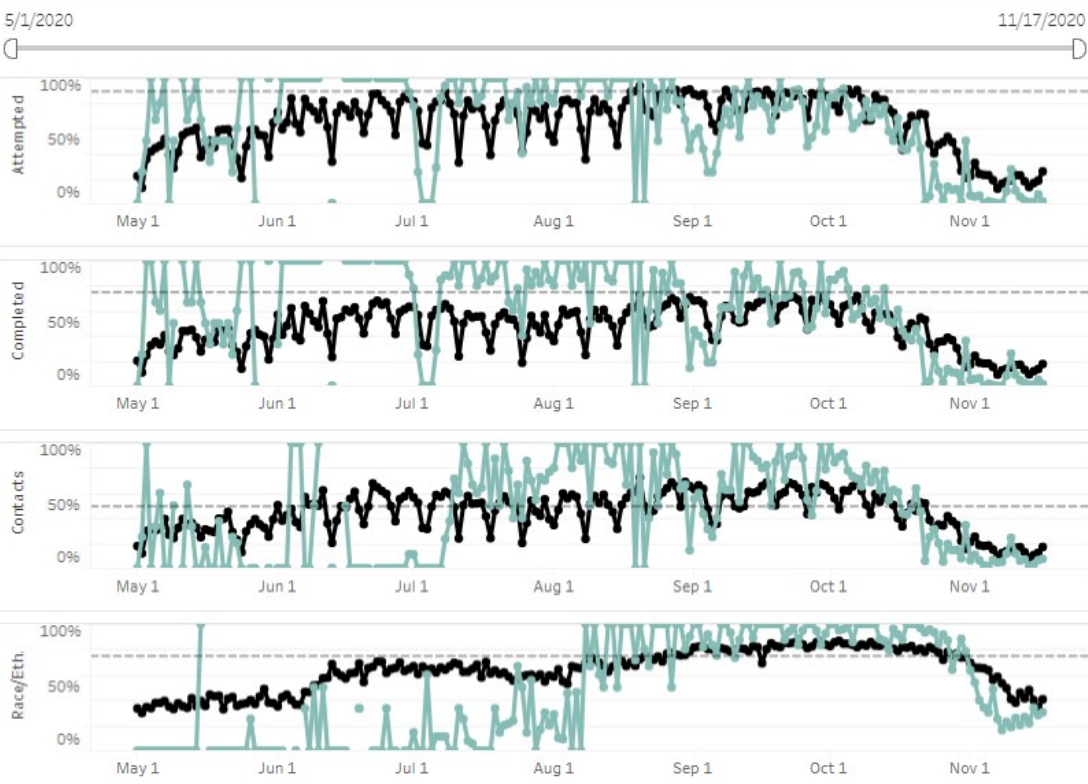
7-day rolling average

Case Completion Target:

- No
- Yes
- Within first day
- Within second day
- Within seventh day

Jurisdiction: (Multiple values)

Chart 1: Percent of newly referred cases *attempted* to be investigated within one day
 Chart 2: Percent of newly referred cases *successfully investigated* within one day
 Chart 3: Percent of newly referred cases with at least one contact identified, or marked as "no contacts", within one day
 Chart 4: Percent of newly referred cases with race and ethnicity documented within one week



Jurisdiction: Mid-Michigan District, State of Michigan

Case Investigation Metrics, 7-day average - Referred on November 17, 2020

Target: Within first day

Weekend: Include

Sort by: Cases Desc

Jurisdiction	Cases	Contacts / Case*	TA bucket (11/1-11/14 referral)	Interview after in first day, 90 goal	Interview complete in first day, 75% goal	At least 1 co elicited in first 50% goal	Race / eth. documented with week, 75% goal
State of Michigan	44,838	4.07	N/A	19.2%	13.9%	13.4%	40.2%
Mid-Michigan District	941	3.92	N/A	3.9%	3.3%	6.1%	26.8%

Source: Michigan Disease Surveillance System

* Contacts/case referred as of: 11/6/20

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IMPORTANT CLIENT UPDATE

In response to a recent increase in reported COVID-19 cases across the State of Michigan, the following actions by the State's Executive Branch have been taken to address the COVID-19 pandemic:

Michigan Department of Health and Human Services:

- 1) **General Overview:** The Michigan Department of Health and Human Services (MDHHS) issued an Epidemic Order Under MCL 333.2253 effective November 18, 2020 adopting regulations related to COVID-19, including the regulation of gatherings, building capacities, face coverings, food service establishments, organized sports, the protection of employees in the workplace, and facility-specific contact tracing.¹ The MDHHS Epidemic Order provides that it is effective through December 8, 2020.
- 2) **Indoor Gatherings at Non-Residential Venues:** This MDHHS Epidemic Order prohibits indoor gatherings at non-residential venues consistent with guidance issued by the MDHHS. "Gatherings" is defined as "any occurrence, either indoor or outdoor, where two or more persons from more than one household are present in shared space."
- 3) **Exceptions to Indoor Gatherings at Non-Residential Venues:** Per the MDHHS Epidemic Order, as a condition of hosting a gathering, venues must encourage and maintain physical distancing to ensure that persons not part of the same household maintain 6 feet of distance from one another to the extent possible. Such limitations on indoor gatherings do not apply to, among other things:
 - a. An employee meeting with a customer for purposes of receiving services; and
 - b. Workplace gatherings that occur consistent with the Emergency Rules issued by MIOSHA (defined below) on October 14, 2020; and
 - c. Training of law enforcement, correctional, medical, or first responder personnel insofar as said activities cannot be conducted remotely.

¹ The MDHHS initially adopted an Emergency Order under MCL 333.2253 on October 5, 2020, which was rescinded and replaced by MDHHS on October 9, 2020; October 29, 2020; and again November 18, 2020 (signed November 15, 2020).

- 4) Face Masks During Gatherings: The MDHHS Epidemic Order states that all persons who choose to participate in a gathering will be required to wear a face mask. Moreover, for day-to-day operations, government offices must:
 - a. Prohibit gatherings of any kind *unless* individuals, including employees, are required to wear a face mask; and
 - b. Deny entry or services to all persons refusing to wear face masks while gathered.

Michigan Occupational Safety and Health Administration:

- 1) General Overview: On October 14, 2020, the Michigan Department of Labor and Economic Opportunity (LEO), Michigan Occupational Safety and Health Administration filed Emergency Rules regarding COVID-19 with the Michigan Secretary of State. These Emergency Rules were promulgated by the Director of LEO to establish clear requirements for employers in an effort to control, prevent, and mitigate the spread of COVID-19 among their employees. These new Emergency Rules are to be in effect for a six (6) month duration per their provisions.
- 2) Exposure Determination for all Employers: Employers shall evaluate their employees' routines and reasonably anticipated tasks and procedures to determine what, if any, risk or exposure the employees may face. Such job tasks and procedure must then be classified into lower, medium, high, and very high risk categories.
- 3) COVID-19 Preparedness and Response Plan for all Employees: Under the Emergency Rules, employers shall develop and implement written COVID-19 preparedness and response plans in line with current CDC guidance and recommendations. This plan shall include the employee exposure determination and measures the employer will implement to prevent employee exposure.
- 4) Basic Infection Prevention Measures for all Employers: Employers shall promote basic infection prevention measures in the workplace by requiring employees to stay home and isolate if sick; establishing disinfection procedures if it is suspected or confirmed that employees, customers, or visitors have a known case of COVID-19; and creating a teleworking policy prohibiting in-person work to the extent an employee's work can be completed remotely. Such policy should list which positions and/or classifications must be physically present in the workplace and why said positions and/or classifications cannot be performed remotely. This must include enough specificity to show that a proper analysis was performed by the employer. Additionally, these policies should be included with the preparedness and response plan described herein with a notation that the policy will be updated based upon the needs and discretion of the employer.
- 5) Health Surveillance for all Employers: Employers shall conduct daily pre-entry self-screenings of employees and contractors entering the workplace. Such screenings shall include, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with COVID-19 together with a temperature screening, if possible.

- 6) Workplace Controls for all Employers: Employers shall designate worksite COVID-19 safety coordinators to enforce the employers' rules. Additionally, posters should be placed around the workplace encouraging social distancing, cough and sneeze etiquette, and proper hygiene. The employer is responsible for ensuring all employees keep at least 6 feet away from one another to the maximum extent possible. Moreover, the employer is required to provide non-medical grade face coverings, which must be worn by employees when unable to consistently maintain 6 feet of distance from one another.
- 7) Personal Protective Equipment Requirements for all Employers: Employers shall provide personal protective equipment to employees appropriate to the exposure risk associated with their respective jobs.
- 8) Training Requirements for all Employers: Employers shall train all employees on workplace infection-control practices, proper use of personal protective equipment, notification procedures of suspected or confirmed exposure to COVID-19 and reporting unsafe working conditions.
- 9) Recordkeeping Requirements for all Employers: Employers shall maintain records of all trainings, screening protocols, and records of required notifications. Records must be maintained for one year from the time of generation.
- 10) Industry-specific requirements. These MIOSHA COVID-19 Emergency Rules also establish a number of "industry-specific" requirements that could indirectly impact public entities, including specific rules for construction; manufacturing retail, libraries, and museums; restaurants and bars; health care; personal-care services; public accommodations; meat and poultry processing; and casinos.

Interplay between the MDHHS Epidemic Order and MIOSHA Emergency Rules:

As noted above, the MDHHS Epidemic Order and MIOSHA Emergency Rules contain regulations regarding gatherings and the use of face masks both inside and outside of the workplace. These overlaps have created some confusion regarding which regulations to enforce and when.

- 1) Gatherings: Under the MDHHS Epidemic Order, it clearly states that MIOSHA's Emergency Orders controls with regard to gatherings in the workplace. This means that employees gathering together in a workplace will not be held to the same standards as individuals gathering in private homes or attending gatherings open to the general public as dictated by MDHHS.² When, however, a member of the public is present in the workplace beyond for quick customer service, MDHHS Epidemic Order guidelines will prevail. Nevertheless, the general intent of both the MIOSHA and MDHHS regulations is to discourage in-person gathering to greatest extent possible and instead utilize other

² Per the Epidemic Order, as a condition of hosting a gathering, venues must encourage and maintain physical distancing to ensure that persons not part of the same household maintain 6 feet of distance from one another to the extent possible.

alternative methods that may be viable whenever reasonably possible, including use of remote and virtual options when available.

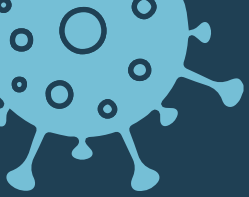
- a. Example 1: If a member of the public enters the clerk's office to receive services, MIOSHA's Emergency Orders will apply as such gathering is not prohibited by the MDHHS Epidemic Order.
 - b. Example 2: Some of the Board of Commissioners would like to physically meet in person for a Board meeting. The meeting is properly noticed as a virtual-only meeting, so members of the public are not physically in attendance. So long as all employee participants and members of the Board of Commissioners can maintain at least 6 feet of distance from one another such a meeting is permissible. However, the MIOSHA Emergency Rules provide for masks to be worn "...in shared spaces, including during in-person meetings..." The MDHHS Epidemic Order suggests that the mask may not be required when a person is actually speaking in such a setting provided the 6-foot social distancing can be maintained. Again, if members of the public also physically attend, under the MDHHS Epidemic Order restrictions the gathering (meeting) is prohibited.
 - c. Example 3: Some of the Board of Commissioners would like to physically meet in person for a Board meeting and the meeting is properly noticed as a virtual-only meeting. However, under the Open Meetings Act (OMA) public attendance must be permitted, either by remote access or physical attendance. If persons do physically attend that are not part of the County officials or staff that have business before the Board, the MDHHS Epidemic Order restrictions would then also be applicable and such a gathering is prohibited.
- 2) Face Masks: While the MDHHS Epidemic Order clearly states that government offices must prohibit gatherings of any kind unless individuals, including employees, are required to wear a face mask, and must deny entry or services to all persons refusing to wear a mask, MIOSHA's Emergency Rules takes precedence in the workplace.
- a. Example 1: If a member of the public enters the clerk's office to receive services, masks must be worn at all times if all parties are unable to maintain 6 feet of distance from one another.
 - b. Example 2: Some of the Board of Commissioners would like to physically meet in person for a Board meeting. The meeting is properly noticed as a virtual-only meeting, so members of the public are not physically in attendance. So long as all employee participants and members of the Board of Commissioners can maintain at least 6 feet of distance from one another such a meeting could be permissible. However, the MIOSHA Emergency Rules expressly provide masks are required "*in shared spaces, including during in-person meetings*" The MDHHS Epidemic Order suggests that the mask may not be required when a person is actually speaking in such a setting provided the 6-foot social distancing can be maintained. Again, if members of the public also physically attend, under the MDHHS Epidemic Order restrictions the gathering (meeting) is prohibited.

Should you have questions, please do not hesitate to contact our Office.

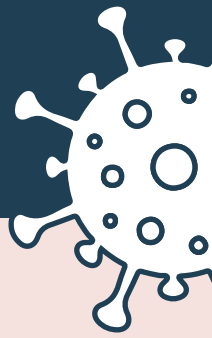
Cohl, Stoker & Toskey, P.C.
601 N. Capitol Ave.
Lansing, MI 48933
(517) 372-9000

November 18, 2020

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PAUSE TO SAVE LIVES



Open



Two-household gathering (high precautions)*



Small outdoor gatherings (25 people)



Retail



Preschool through 8th grade (local district choice)



Childcare



Manufacturing, construction, other work that is impossible to do remotely



Public transit



Hair salons, barber shops, other personal services



Gyms and pools (for individual exercise)



Restaurants and bars (outdoor dining, takeout, and delivery)



Professional sports** (without spectators)



Parks and outdoor recreation



Funerals (25 people)



Health care

*See Social Gathering Guidance.

**Includes a limited number of NCAA sports.

Not open



High schools (in-person learning)



Theaters, movie theaters, stadiums, arenas



Colleges and universities (in-person learning)



Bowling centers, ice skating rinks, indoor water parks



Workplaces, when work can be done from home



Bingo halls, casinos, arcades



Restaurants and bars (indoor dining)



Group fitness classes



Organized sports, except professional sports



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING DISTRICT OFFICE



LIESL EICHLER CLARK
DIRECTOR

November 6, 2020

VIA E-MAIL

Ms. Patricia Mallory, Supervisor
Seville Township
6795 West Madison Road
Alma, Michigan 48801

Dear Ms. Mallory:

SUBJECT: Riverdale, Seville Township

On October 20, 2020, representatives from the Department of Environment, Great Lakes, and Energy (EGLE) met with you, Senator Rick Outman, and representatives of the Riverdale Citizens Sewer Committee to discuss the next steps to take to determine if failing septic systems are a widespread issue in Riverdale, Seville Township. It was mutually decided that Senator Outman and representatives from Riverdale and Seville Township would meet with the Mid-Michigan District Health Department (MMDHD) to determine six priority properties for the MMDHD to evaluate. The goal of these evaluations would be to determine if the septic systems on these properties are functioning appropriately and, if not, if they could be repaired or replaced per MMDHD's specifications.

The following two actions occurred after our meeting.

1. Senator Outman and you notified EGLE that Seville Township no longer supports evaluations to determine the status of failing septic systems in Riverdale.
2. EGLE received a letter, dated November 2, 2020, from Mr. Marcus Cheatham, Health Officer of the MMDHD, stating that the MMDHD supports the installation of septic systems on sites that have been issued permits. The MMDHD also stated it would be beneficial to assess the condition of those septic systems that have not been permitted or evaluated by the MMDHD in the past.

Pursuant to the MMDHD's letter, EGLE supports the residents of Riverdale in the repair or replacement of failing septic systems where permitted. This will allow residents of Riverdale to complete septic installations in a timely manner and eliminate the need for pump-and-haul contracts. Additionally, it is the opinion of EGLE that further evaluations of properties that have not been permitted or evaluated by the MMDHD should be completed. This will be under MMDHD's direction. EGLE has identified funding that will assist in 50 percent of the cost of these evaluations. EGLE believes that under this process, with the conditions noted below, septic systems can continue to be the wastewater treatment system for Riverdale.

Additionally, as stated in previous communications, Seville Township has agreed to the following actions:

- Seville Township will have a mechanism in place to identify vacant and/or condemned properties, or a requirement to evaluate the septic systems on vacant properties before they are occupied.
- Seville Township will ensure that all properties identified with failing or inadequate septic systems will be repaired or replaced as appropriate in a timely manner. Noncompliance with obtaining a permit to repair the septic system will lead to enforcement action per MMDHD’s Environmental Health regulations.

Additionally, Seville Township proposed short- and long-term plans in its December 13, 2019, response to EGLE. These are listed below with minor revisions.

Short-Term

- Continue to assist the properties on pump-and-haul status to apply for a septic permit.
- Continue to monitor properties on pump-and-haul to ensure compliance with the MMDHD pumping and reporting requirements until a septic permit is issued and the system is repaired or replaced. This includes ensuring properties submit to MMDHD a signed contract for pump-and-haul and pump--and-haul receipts.

Long-Term

- Conduct semiannual water testing to ensure continued compliance with the regulations of Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Agency, 1994 PA 451, as amended (NREPA). We propose the following sampling locations:

Site Description	Sample Description	Latitude	Longitude
Storm Sewer Outfall at end of 5 th and River	Grab sample	43.386435	84.832655
*Storm Sewer Outfall to tributary under Lumberjack	Grab sample	43.38244	84.835885
*Storm Sewer Outfall under Mill St to County Drain 178	Grab sample	unknown	unknown
Pine River – Rail to Trails Bridge	3 samples (right, center, left)	43.389188	84.833300
Pine River – W Lincoln Road	3 samples (right, center, left)	43.379100	84.832800
County Drain 178 – Confluence with Pine River	3 samples (right, center, left)	43.380771	84.833069

*Feasibility of sampling at these locations needs to be confirmed.

- Establish a Septic District for the Village of Riverdale.
- Within 12 months, subject to the Seville Township Board's approval, enact a septic ordinance that would require:
 - Mandatory pumping of all septic systems every seven to ten years. Pumping records shall be submitted to the MMDHD.
 - Time of Transfer (TOT) inspection of septic systems by the MMDHD to identify deficiencies and, if found, require repair/replacement. The MMDHD shall be compensated according to their fee structure.
 - Semiannual water testing of storm drains to ensure continued compliance with the Part 31 regulations of the NREPA. Results shall be reported to EGLE.

I have included an attachment to this letter, with the action items listed above that require a completion date. Please provide and submit estimated completion dates for these items, for our review and approval, by **December 7, 2020**.

We appreciate Seville Township's cooperation and assistance with implementation of the above actions for the protection of public health and the environment. Should you require further information regarding this letter or you would like to arrange a meeting to discuss it, please contact me at 517-282-9108; meyerc2@michigan.gov; or EGLE, Water Resources Division, Lansing District Office, 525 West Allegan Street, Constitution Hall, 1st Floor South, P.O. Box 30242, Lansing, Michigan 48909-7742.

Sincerely,



Cheri Meyer, District Supervisor
Lansing District Office
Water Resources Division

cm/sea

Attachment

cc: Senator Rick Outman (electronic)
Ms. Liz Braddock, Mid-Michigan District Health Department (electronic)
Mr. Phil Argiroff, EGLE

Attachment

Activity Description	Date
Mechanism in place to identify vacant and/or condemned properties or require a septic evaluation of vacant properties before they are occupied	
Commence semiannual testing of storm sewer outfall(s) and the Pine River	
Establish Septic District for Riverdale	
Enact septic ordinance with mandatory pumping requirements, TOT, and semiannual testing	No later than November 4, 2021

- The Board of Health (BOH) approved the agency's proposal to offer a one-time COVID-19 bonus of \$500 to all staff, except for the Health Officer.
- The BOH approved the agency's proposal to purchase the Patagonia Mass vaccination Application as proposed at an approximate cost of \$10,000 with ongoing monthly costs of \$150.00.
- The agency's COVID-19 staffing proposal to hire four (4) part-time Public Health Nurses for COVID-19 contract tracing was approved by the BOH at a cost of approximately \$120,000.
- The BOH approved the hiring of 2 Public Health Nurses at Step 3; one for a 90-day period and the other on a temporary basis, limited by the Federal Emergency Management Agency (FEMA) and the Centers for Disease Control and Prevention (CDC) funding to address COVID-19.
- The BOH adopted the following Monthly Healthy Living Recommendation for November 2020:
 1. *Get Continue to encourage and support COVID-19 prevention measures to prevent long-term complications and death.*
 2. *Support those with long-term illness after COVID-19 infection. Refer them to support sites such as:*

<https://www.facebook.com/LongCovidPage>
<https://www.facebook.com/groups/longcovid/>
<https://www.survivorcorps.com/>
- The BOH approved the agency's FY 20/21 Organizational Charts as presented.

STAFFING REPORT – NOVEMBER 2020

AS

STATUS	POSITION	BRANCH OFFICE
VACANCY	FT IT Specialist, base location yet to be determined, effective October 1, 2020	Yet to be determined

CHED

STATUS	POSITION	BRANCH OFFICE
VACANCIES	4 – PT (0.5 FTE) P.H. Nurse I/II (COVID), bases yet to be determined, effective October 28, 2020	Yet to be determined

EH

STATUS	POSITION	BRANCH OFFICE
	<i>No changes</i>	

Longevity recognition on page 2



STAFFING REPORT – NOVEMBER 2020

Longevity Recognition for 2020

Five Years

Pauline Black	6/15/2015
Dr. Jennifer Morse	7/6/2015
Cassie House	9/22/2015

Ten Years

Peggy Fox	2/22/2010
Megan Schulz	3/15/2010
Laura Simon	4/14/2010
Sue Corrigan	6/22/2010
Tammara VanDop	10/25/2010
Ruby Suarez	11/16/2010
Ross Pope	11/16/2010

Twenty Years

Rex Hoyt	1/3/2000
Jamie Sawdy	1/18/2000
Katie Allen	1/18/2000
Laura Hunt	1/31/2000
Duane Schneider	4/3/2000

Twenty-Five Years

Jenniffer Efaw	8/14/1995
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