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<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Michael R. Beach
	Dwight Washington, Ph.D.	Chuck Murphy	Adam Petersen

**APPROVED 8/25/2021**

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

Wednesday, July 21, 2021  
 9:00 a.m.

**MINUTES**

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

- Members Present: Bruce DeLong (Chair), Dwight Washington, Michael Beach, Chuck Murphy, Adam Petersen, Vice Chairperson
- Members Absent: George Bailey
- Staff Present: Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services; Cynthia M. Partlo, Board Secretary; and Sarah Doak, Director of Community Health and Education
- Staff Absent: Jennifer E. Morse, MD, MPH, FAAFP, Medical Director
- Guests: Elisabeth Waldon, News Editor, Daily News and Leslie Kinnee, Public Information Officer

Bruce DeLong, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:03 a.m. on Wednesday, July 21, 2021, at the Montcalm County Office of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan, and online through Zoom Video Communications, Inc. to assure compliance with federal, state, and local Emergency Declarations in Clinton, Gratiot, and Montcalm Counties.

The Pledge of Allegiance was led by B. DeLong.

**A. AGENDA NOTES, REVIEW, AND REVISIONS:**

B. DeLong indicated that Marcus’ name should be replaced with L. Braddock under G. Health Officer’s Report.

**Motion made by D. Washington and seconded by C. Murphy to approve the Agenda as revised. Motion carried.**

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held June 14, 2021
- b. Mid-Michigan District Board of Health (BOH) Regular Meeting held June 23, 2021
- c. Mid-Michigan District BOH Personnel Committee Meeting held June 28, 2021
- d. Mid-Michigan District BOH Special Meeting held June 30, 2021
- e. Mid-Michigan District BOH Personnel Committee Meeting held July 19, 2021

**Motion made by A. Petersen and seconded by D. Washington to accept the Meeting Minutes B. 1. a. through e. and place on file. Motion carried.**

2. Communications – None

C. PUBLIC COMMENTS: – None

D. BRANCH OFFICE EMPLOYEES: – L. Braddock introduced Leslie Kinnee, Public Information Officer based in Montcalm County.

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

*B. DeLong indicated that G. Bailey was absent; therefore, the Finance Committee was cancelled, and the topics would be considered by the full BOH.*

- a. MMDHD's Expenses for June 5 through July 16, 2021

**Motion made by A. Petersen and seconded by C. Murphy to approve payment of the MMDHD's Expenses for June 5 through July 16, 2021, in the amount of \$709,177.68. Motion carried.**

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for June 2021

**Motion made by M. Beach and seconded by D. Washington to approve and place the Balance Sheet, Revenue and Expenditure Report for June 2021 on file. Motion carried.**

- c. Municipal Employees Retirement System (MERS) 2020 Actuarial Valuation Report

M. Selby reported that percent funding had fallen further from 80% in 2019 to 76% in 2020. Additionally, she stated that the increase with the no phase-in approach was \$170,000 annually, which was basically maintaining levels. B. DeLong indicated that he would like to develop a plan to get the agency to 90% funded. M. Selby offered to have a MERS representative attend a BOH meeting to present options for funding the agency to the desired percentage. A. Petersen commented that he was not sure what MERS could offer because the way to get to 90% would be

to add more funding. C. Murphy suggested obtaining a 100% funded bond at the current lower interest rates, such as Gratiot County did, to reduce the amount to have to contribute for each employee. B. DeLong said he would prefer not doing that and again requested that the topic remain on the Finance Agenda for discussion.

**Motion made by A. Petersen and seconded by C. Murphy to accept and place the MERS 2020 Actuarial Valuation Report on file. Motion carried.**

d. Purchase of Accsense Vaccine Monitoring System

S. Doak explained the Accsense monitoring system indicating that the system was a cloud-based temperature vaccine storage monitoring system that can store data even in a power outage. Currently, S. Doak said that the agency has a Sensaphone system which uses an analog phone line. The agency has had a previous power failure when the generator did not power on and they system failed to notify staff resulting in vaccine loss. She explained that Accsense allows storage units to be kept in different locations in the branch offices so that the units do not overheat due to being in the same room such as with the current Sensaphone system. S. Doak stated that COVID-19 funding would be used to pay the cost for purchasing Accsense of \$7,554. Additionally, she said that an annual subscription was required for the cloud-based storage, but she did not have the cost at this time. C. Murphy asked if the system worked if the internet went down. S. Doak replied that Accsense stores the data until power is restored. She also reviewed the other systems that the agency researched. M. Selby added that the purchase would be a good investment as the value of the inventory stored was hundreds of thousands of dollars. B. DeLong asked what the annual subscription fee would be. S. Doak estimated that it could be around \$100 as she was comparing the cost to the Vaccine For Children (VFC) data logger. B. DeLong requested confirmation of the amount at the next meeting.

**Motion made by C. Murphy and seconded by A. Petersen to approve the purchase of Accsense monitoring system as proposed at a cost of \$7,554. Motion carried.**

e. COVID-19 Vaccine Administration Fee

M. Selby explained that the agency was not charging for the COVID-19 Administration fee as it was a barrier to conducting mass vaccination clinics. Now that administration of the COVID-19 vaccine has been incorporated into regular immunization clinics, she stated that it was possible to collection billing information from the client and process for the administration fee. M. Selby stated that the administration fee was \$37.85, indicating it was the same amount for all three vaccines the agency administers, although the different billing codes were not included on the agency's approved fee schedule. Therefore, M. Selby requested approval to add the following billing codes to the fee schedule. M. Selby indicated that uncovered costs would not be billed to the client and those without insurance would not have a cost. S. Doak added that if the agency would need to return to mass vaccination clinics, the process could be discontinued. D. Washington asked how many COVID-19 vaccines that the agency was giving. M. Selby replied that the agency was administering approximately 10 COVID-19 vaccines per clinic day.

CPT Code 0011A for the first dose of Moderna	\$37.85
CPT Code 0012A for the second dose of Moderna	\$37.85
CPT Code 0031A for the single dose Johnson & Johnson	\$37.85

**Motion made by D. Washington and seconded by M. Beach to approve the COVID-19 Vaccine Administration Fee of \$37.85 for Moderna and Johnson & Johnson vaccines as proposed. Motion carried.**

2. Personnel Committee – Dwight Washington, Chairperson

a. Michigan Nurses Association (MNA) Contract Negotiations

D. Washington reported that negotiations with the MNA were progressing well.

b. Employment Agreement with Liz Braddock, Health Officer

D. Washington indicated that the Employment Agreement with L. Braddock was ready for B. DeLong's signature. M. Selby mentioned that the motion made by the BOH last month was that the Agreement was effective July 6, 2021; however, the Agreement states July 5, 2021.

**Motion made by A. Petersen and seconded by D. Washington to approve the Employment Agreement with Liz Braddock, Health Officer effective July 5, 2021, and authorize the Board Chair to sign. Motion carried.**

3. Program Committee – Michael Beach, Chairperson – No Report.

4. Mid-Central Coordinating Committee – Chuck Murphy – No Report.

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

1. Consequences of Pandemic on Healthcare

L. Braddock provided an overview of Dr. Morse's report in her absence. She indicated that there was a misconception regarding seeking emergency care at hospitals as some thought they were only caring for COVID-19 patients. L. Braddock also reported that compared to 2019, screenings for breast, cervical, and colon cancer decreased 80% to 90% in the United States during March and April of 2020. However, those screenings increased in June 2020, but were below pre-pandemic rates. Additionally, she said that treatment for cancer was interrupted or delayed during the COVID-19 pandemic. L. Braddock stated that general medical care was delayed or skipped. She also said that the COVID-19 pandemic led to an excess in deaths compared to previous years. It was found that a significant number of deaths have not been directly attributed to COVID-19. She reported that US rural areas seemed to have excess deaths above normal that were not due to COVID-19, which could be from under-diagnosis and under-reporting of COVID-19 or due to increases in deaths from other causes because of difficulties accessing healthcare, worsening mental health conditions, increased overdoses, etc.

L. Braddock also reported that vaccination rates of adults aged 65 and older in the US dropped by 80% in 2020 compared to 2019 and dropped 60% for those aged 19 to 49 years. She provided the vaccination rates for counties in our district stating that immunization rates for children 19 to 36 months of age dropped from 77.6% in 2019 to 77% in 2021 for Clinton County; dropped from 82.5% in 2019 to 74.9% in 2021 for Gratiot County; and dropped 78.7% in 2019 to 70.8% in 2021 for Montcalm County. Additionally, the State rates fell from 73.9% in 2019 to 69.3% in 2021.

D. Washington asked L. Braddock if mosquitoes and infectious diseases were a concern this year. L. Braddock indicated that mosquitoes and ticks have been a concern this year and Leslie Kinnee issued two press releases this year advising residents to be aware and use preventive measures. She reported that although it was a bit early for infectious diseases, there seems to be a huge increase in mosquitoes this season; however, the State has warned that there has been a case of rocky mountain spotted fever that was tick transmitted this year and Eastern Equine Encephalitis was being monitored. Additionally, the species of mosquito that carries Zika has been found in Southeast Michigan. L. Braddock summarized that the agency was in a watch and see state; however, ready to take action if necessary. She encouraged residents to take precautions against mosquitos and ticks.

Dr. Morse's BOH Monthly Healthy Living Recommendations for August are:

1. Schedule any healthcare appointments that may be overdue, including cancer screening, dental care, eye exams, vaccinations, etc.
2. Look at your lifestyle to see if it may need some tune-ups
3. Ten Things You Can Do for Your Mental Health <https://uhs.umich.edu/tenthings>
4. Healthy Living <https://medlineplus.gov/healthyliving.html>
5. Healthy for Good Infographics <https://www.heart.org/en/healthy-living/healthy-living-infographics>
6. If you need help finding or paying for healthcare, call 211.

**Motion made by D. Washington and seconded by M. Beach to approve the Medical Director's Report and recommendations for August as presented and place them on file. Motion carried.**

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

L. Braddock provided an update regarding COVID-19 stating that the agency continues to provide Moderna and Johnson & Johnson vaccine by appointment or walk-in. Community partners continue to administer Pfizer vaccine to those 12 years and older. L. Braddock indicated that to find a vaccine site, individuals can go to [www.vaccine.gov](http://www.vaccine.gov). To date, 48% of the district's residents are fully vaccinated (57% – Clinton County, 42% – Gratiot County, and 40% – Montcalm County). She reported that the agency was working with the Veterans Administration to report veterans' COVID-19 vaccinations to the Michigan Care Improvement Registry (MCIR) so that they can be eligible for the MiShot To Win Sweepstakes.

L. Braddock said that staff are working with schools to assist them with back-to-school decisions and develop COVID-19 mitigation strategies. Dr. Morse was resuming calls with schools in the three health department jurisdictions on Thursday, July 29<sup>th</sup>. She indicated that staff planned to meet with all three Intermediate School Districts to assist them with their back-to-school planning. L. Braddock reported that the Centers for Disease Control and Prevention (CDC) requires students and drivers to wear masks during bus transportation.

L. Braddock reported that safety concerns in the health department buildings were being addressed by the agency's Safety Committee, such as surveillance cameras, a redesign of the EH areas in Gratiot and Montcalm Counties to relocate EH to the front of the buildings to tighten security by eliminating the ability for clients to roam the buildings. Additionally, L. Braddock stated that quotes were being obtained for door locking systems to eliminate the need for keys, explaining that staff would be issued key cards to enter and move throughout the building as additional doors in the back areas would be locked.

L. Braddock said that the Safety Committee was also reviewing assistance buttons with staff to ensure that staff know how to call for help. M. Selby added that the security cameras have been ordered at a cost of about \$4,000 and Mario Luchessi would be installing them in Gratiot and Montcalm Counties. In the

Clinton Office, M. Selby said that the Safety Committee was looking at installing a security camera in the back hallway. B. DeLong commented that he did not understand why movement throughout the buildings was so free. M. Selby reported that Montcalm County maintenance was working with a contractor to install a window at the front entry area of the Montcalm Office for EH staff and that she was hopeful that the same contractor would do similar work at the Gratiot Office. She also indicated the possibility that COVID-19 funding could cover the cost of about \$4,000 for the Montcalm Office.

A. Petersen asked for an update on the hiring of a new EH Division Director. L. Braddock replied that internal and external postings were completed with the hopes of filling the position as soon as possible. A. Petersen asked if there were internal applicants. L. Braddock stated that there was one internal applicant. She explained the qualifications for the position indicating they were based on State program requirements.

A. Petersen asked what the recommendations were for students going back to school this fall. L. Braddock replied that she was meeting with the Montcalm Area ISD Superintendents and Dr. Morse would be reviewing CDC requirements with the schools next week. L. Braddock explained two different mitigation strategies regarding masking and quarantine that schools could adopt. She understood that there are some parents waiting to select a school for their children based on the mitigation strategies adopted by the school, as children under 12 years were not able to be vaccinated. Additionally, L. Braddock said that the agency was exploring funding that the schools would be receiving that would enable the agency to take a rapid response team to the school that has two or more staff or students with COVID-19 to assist them with testing, vaccine administration if needed, and contact tracing.

A. Petersen asked how L. Braddock was liking her new job. She indicated that she liked it; however, did not comprehend the large scope of programs covered by the health department, especially within the Community Health and Education Division (CHED). She indicated that she was confident in her team to assist her in the learning process. B. DeLong mentioned that he has had heard good comments from staff but recommended she rely on staff for support with the EH Director position duties.

C. Murphy asked if the vaccination rates included everybody or specific age groups. L. Braddock replied that the rates were for individuals 16 years and older.

D. Washington asked if there have been any analyses completed regarding the impact to schools (health, economic, education) in the event of school closure within the community. He added that he suspects that if schools continue to open and close with COVID-19 cases, it cannot be good for students' education. L. Braddock replied that the goal was to ensure that schools had policies in place before school begins. Furthermore, L. Braddock said that the data used would be cases within the community (area of the county), vaccination rates within the community, and how many in the schools were vaccinated. However, she indicated that one challenge was schools cannot ask vaccination status. L. Braddock replied to D. Washington's question regarding school strategy indicating that the health department would support the schools on whatever strategy they decided. She commented that masking and parent support of masking would be one of the biggest challenges for schools as well as the goal of keeping schools open or having extra-curricular activities. She indicated that it was a balance to sustain both. D. Washington asked if nursing staff would be taking on the work of the response team. L. Braddock replied that the Communicable Disease (CD) Nurses have been assigned to cases and handle outbreaks at the schools. She said that schools are familiar with the CD Nurses assigned to them. S. Doak explained the CD Nurses duties to the BOH.

1. FY 20/21 Quarterly Service Report (QSR), Third Quarter (April 1-June 30, 2021)

L. Braddock reviewed the QSR for the third quarter reporting that the Montcalm County Women, Infants, and Children (WIC) Program caseload was higher than the other two counties because during COVID, clients were scheduled remotely on the Montcalm schedule, although some clients might have been Gratiot or Clinton County residents. S. Doak reported that Immunizations provided dropped from the high numbers of influenza vaccines provided during the first quarter, confirming that the data did not reflect COVID-19 vaccinations.

L. Braddock reported an increase in EH Division Food Program inspections during the first quarter; however, stated the number of inspections dipped in the second and third quarter, but said there would be a push in the fourth quarter to complete inspections for the fiscal year. She reported that the Montcalm Office was extremely busy with septic and drinking water permits, stating the data showed increases in the third quarter for both 2020 and 2021. Additionally, she said that nuisance complaints have declined from earlier in the year. D. Washington asked if the increase in septic and drinking water permits were from new builds. L. Braddock responded that the data included new builds and repairs.

2. Agreements Signed, July 1 through July 21, 2021

Agreements signed were provided for information only.

**Motion made by A. Petersen and seconded by C. Murphy to accept the Health Officer's Report and place it on file. Motion carried.**

H. OLD BUSINESS:

1. Update on EH FY 20/21 Food Service Establishment Fees

L. Braddock reported that waiving food service establishment fees for FY 2021 remained on pause. She confirmed that the agency waived late fees for food service licenses for 60 days (from April 30<sup>th</sup> through June 30<sup>th</sup>). As of June 30<sup>th</sup>, the agency still had 15 facilities with unpaid food service licenses. The agency contacted all 15 and 6 then paid their fee. Furthermore, L. Braddock said the district still had about 10 facilities serving food to the public without a license. She explained that in a typical year the health department would start enforcement and if the fee was not paid within 48 hours, an order to close would be issued. She indicated that the health department was willing to work with the unlicensed facilities for another 30 days bringing them in for an office conference. B. DeLong asked if the unlicensed facilities were within a certain area. L. Braddock replied that the unlicensed facilities were in Clinton and Montcalm Counties. She explained that \$30 of the license fee goes to the State of Michigan, so the facility owes that to the State, which was the health department's responsibility to collect and send to the State. B. DeLong stated that MMDHD needed to get applications from the unlicensed facilities; and the agency could work with them regarding payment arrangements. A. Petersen recommended that L. Braddock send the unlicensed facilities a certified letter giving them 30 days to submit their application and payment indicating that payment arrangements could be discussed; however, if payment was not received after 30 days, the agency would pull their license. L. Braddock said she would continue to provide an update to the BOH. C. Murphy asked if there was any movement on the legislation. A. Petersen indicated that the legislators were done for the summer and suggested including in the letter that the agency was waiting on the outcome of State legislation.

I. NEW BUSINESS:

1. Emerging Issues

- L. Braddock provided an update on PFAS stating that additional sampling was being obtained at both the Capital Region International Airport and City of Stanton.
- D. Washington requested an update regarding the E. Coli at Park Lake. L. Braddock reported that last week's test results showed there was still E. Coli present; however, the amount had declined. She indicated if this week's testing continues to show a decline, the advisory could be removed. She added that Lake Victoria has a water quality issue as well.

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, June 2021
2. MMDHD Staffing Report

L. Braddock reviewed the Staffing Report. M. Selby added that the agency had been working on filling the Information Technology Coordinator position for quite a while. She said that a candidate initially accepted, then declined the offer to stay with his current employer. M. Selby indicated that the posting for the position was slightly modified in an effort to attract new applicants.

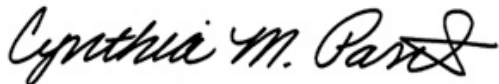
L. RELATED NEWS ARTICLES AND LINKS: – <https://www.mmdhd.org/2021-board-of-health/>

1. Longtime Health Officer for Clinton, Gratiot, Montcalm Counties Retiring, *Daily News*, June 29, 2021
2. Braddock Named New Health Officer For Clinton, Gratiot, and Montcalm Counties, *Daily News*, July 1, 2021
3. Greenville Recovery House Founder Asks Montcalm County For \$52,000, *Daily News*, July 9, 2021
4. Avoid Mosquitoes And West Nile Virus, *Lakeview Area News*, July 15, 2021
5. Keep An Eye Out For Ticks, *Lakeview Area News*, July 15, 2021

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting was adjourned at 10:01 a.m.

Respectfully Submitted,



Cynthia M. Partlo, Board Secretary  
For Bruce DeLong, Chairperson  
Mid-Michigan District Board of Health