

Van Buren/Cass District Board of Health

Minutes
9/13/2023

Vice-Chairperson Jones called meeting to order at 3 pm at 302 So Front Street, Community Center, Dowagiac MI 49047. Roll call taken. Board members present were: Jeremiah Jones, Don Hanson, Tina Leary, Mary Howie and Robert Linderman.

Board Members Absence: Randall Peat and Vicki Vaughn

Employees Present: Danielle Persky, Nancy Desai, George Friday, Larry Wile, and Tina Cox.

Others: Kathleen Keenum

Corrections to August minutes. Actual end of month expenditures are \$72,385.42. Difference of \$3,063.08. Difference due to: Health Insurance Premiums and employee portion, Office Supplies, Telecommunications, Utilities, Credit Card, MALPH MPPHC Conference and MALPH Academy of Science membership, Software Services and Payroll. Linderman questioned utilities and garbage pickup asking if we have separate invoices for these. Danielle stated looking into utilities; asking for a breakdown. Pay garbage for entire building in Dowagiac. Working with Dowagiac on that. Discussed and reviewed. Motioned by Howie, 2nd by Hanson to approve the amendment to the actual expenditures from the August meeting. All voting yes, motion carried. Motion by Hanson, 2nd by Howie to support the minutes as amended. All voting yes, motion carried.

Cash Flow Report was discussed and reviewed. Nancy stated she has changed the format to this report to reflect budget vs actual for prior month and what is projected for the following month. Page 2 of this report shows the cash balance at the end of the month, less any accrued liability for a total of the cash available for future use. Nancy explained the COVID contact tracing & testing actual number listed in the Administrative Support section for August is tied to Clinical Health Services. Discussed and reviewed.

Expenditures Report: Items highlighted were: Utilities and trash pickup at the Dowagiac facility. Credit Card payment to Huntington is for August and September is for reoccurring costs such as those associated with software. Linderman asked if copies were available to look at if needed regarding these costs and was informed yes. Motion by Howie, 2nd by Leary to approve the expenditures as presented for payment. All voting yes, motion carried.

Nancy presented the board with the proposed fiscal 2023-24 budget. The revenue report now shows the funding description, funding source and amount allocated. Also includes non-profit funding areas, contribution from local units such as appropriations and investment income. The expenditure report describes in more detail personnel costs and costs associated with operations and maintenance. She stated this budget shows revenues are slightly higher than expenditures. She informed the board that an amended budget will be available in next couple of weeks. Waiting for information on 2024 benefits. A motion from the board is needed to approved this budget as presented and to forward to each county administrator. Danielle stated that this new outline of state and federal revenues will make it easier to determine if we will need to have a single audit. Discussed and reviewed. Budget items reviewed were: EH Mileage, Dental Outreach/Nursing, Utilities and building rental. Linderman asked for a breakdown of costs associated with utilities and rent. Danielle explained she is working with the ISD and Dowagiac City on the breakdown of utilities so we have a better understanding of what our cost is; she is still working on getting as much information as possible on the rent associated with the Lawrence facility. Has talked to an individual from Northern Health Foundation who gave her other contact numbers to reach out to; discussed lease renewal for both Lawrence and Dowagiac buildings and stated there is no clause about breaking the lease. She stated that for Lawrence VBC Health Properties is paid, not PNC as originally thought. This was discussed and reviewed. Motion by Leary, 2nd by Linderman to approve the proposed 2023-24 budget as presented and to forward to each County Administrator. Roll call vote taken: Leary yes, Hanson, yes, Howie yes, Jones yes and Linderman yes. Motion carried.

Each board member was given information regarding MIClass (Michigan Cooperative Liquid Assets Securities System). Nancy explained MIClass is what municipalities use for investment opportunities. She stated this operates much like a money market account and is flexible and has a great return. Currently at 5.46%. To participate, an Investment Policy had to be established. A copy was provided the board. Nancy also stated a resolution was needed

from the board that indicated their approval of MIClass as an approved investment option. Discussed and reviewed. Motion by Linderman, 2nd by Leary to approve the resolution as written. No further discussion, roll call vote taken. Leary yes, Hanson yes, Howie yes, Jones yes and Linderman yes, motion carried.

Administrator/Health Officer's Report: Each board member received a copy of the September Monthly Narrative Report. Danielle informed the board flu clinics are beginning. The first one is October 9th. She informed the board they can get their flu shot, if interested, prior to our 3 pm meeting at the Conference Center. Danielle also informed the board on a suspected mercury spill at a housing complex in Van Buren County. EH is working with the EPA on this. Testing has been completed and cleanup has begun. No evacuation was needed. Discussed and reviewed.

Danielle informed the board that the Lawrence office experienced an outage last week. The generator worked and vaccines were protected. She emphasize why we need to separate the utilities from the ISD stating Consumers Power would only talk to them, had no idea when the power would be restored; need to work on logistics with the ISD and how to move the vaccine with no elevator if there is ever a lengthy outage. Discussed and reviewed.

Medical Director: Dr. Wile reported that the new COVID booster vaccine has been approved and will be available soon. Possibly October 1st. Both Moderna & Pfizer have the new booster, we will be using Moderna since there are fewer issues regarding storage. Dr. Wile stated marketing will emphasize the best protection for any respiratory illness is getting vaccinated. This booster is a better match with the type of strain circulating. Dr. Wile stated no vaccine is 100% effective but this vaccine should help prevent hospitalization, death and long COVID. Marketing will also address basic information to help prevent the spread such as handwashing, if sick stay home, cover cough, clean high touch areas. He stated this is respiratory season with reported Flu, COVID and RSV. There is now an RSV vaccine and is for those considered high-risk (elderly, infants and those that are immunocompromised). Marketing how to protect oneself is being distributed. Discussion took place on side effects and where one can go and get information. Dr. Wile stated one has to weigh one's own needs and look at risk factors in order to decide about what is good for them. Howie asked whether vaccine mandates were being considered in which both Danielle and Dr. Wile state no and wasn't aware of anything forthcoming.

Dental: Danielle reminded the board about Dr. Samantha McGee's resignation, last day September 14th. She stated everything is remaining status quo at the moment, no staff changes, still providing services as needed. However, if another dentist is not found will need to look at alternative ideas.

Environmental Health Report: George gave a brief update on his monthly conference call regarding the Hartford DuWell PFAS area informing the board that watermain construction has begun. Putting in main now, no hookups. A public meeting regarding municipal hookups is scheduled for October 16th from 7-9 pm at Van Buren ISD Conference Center, Lawrence. He reported more people are still signing up for hookup. Discussed and reviewed.

Other Business: Danielle informed the board that nursing received a certificate of appreciation from Covert Fire, Police and EMS Department for participating in their safety day event. Danielle recommended the board review the book that was in their packet "Michigan's Guide to Public Health for Local Governing Entities". Shows all our governing abilities, the public health code, the statutory citations and legal regulations. This book is also being sent to each County Administrator. A digital version is also available. This book will eventually be placed on our website for public view.

Public Comment: Each board member was given a packet containing a copy of Ms. Keenum's comments on mask mandates along with attachments. Ms. Keenum read her comments. Questions followed with Jones asking if the board of health governed who has final authority on mask mandates and/or vaccines in which Danielle reported she does as Health Officer for Van Buren/Cass County but would include board input. Howie asked about pg. 92 of the Guide to Public Health, if it becomes state law would we be mandated to follow the state law in which Danielle replied yes, if it becomes state law. Danielle stated a health department mandate without other law enforcing mechanisms is a challenge. Howie asked what would happen if we decide to make it optional and was informed we would have to consider the liability and risk that would be put on the health department. Danielle stated she doesn't see things happening like they did during the pandemic; mistakes were made and everyone has learned what works and doesn't work. Discussed and reviewed.

Motion by Howie, 2nd by Leary to adjourn. All voting yes, motion carried. The next regular District Board of Health meeting is scheduled Wednesday, October 11th at 3pm at Van Buren ISD Conference Center, 490 So Paw Paw Street, Lawrence MI 49064

Robert L. Leukin

Wayne Howie

James Jones

Randall Teat

David Hansen

Chas. H. Vaughn

Lina Leary

Board of Health Members