

Van Buren/Cass District Board of Health

Minutes

3/13/2024

Chairperson Jeremiah Jones called meeting to order at 3 pm at the Health Department facility, 302 So Front Street, Dowagiac MI 49047. Roll call taken. Board members present were: Randall Peat, Jeremiah Jones, Don Hanson, Tina Leary, Mary Howie, Robert Linderman and Vicki Vaughn.

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

Others: Roger Boyer, Karen Tan, Mark Howie and Dwight "Skip" Dyes

February meeting minutes were reviewed. Linderman asked the future of the dental program at VoTech and was informed no changes to our current relationship status with them. Danielle stated their dental program is for Dental Assistants only, which we do not have a need for, however they are allowed to shadow as needed. Linderman asked if any other VoTech students shadow any other department and was informed yes, currently have a marketing student working with Community Health team and VoTech's healthcare students also shadow. Asked if the 5-year graph Hanson requested was available and Danielle stated, not at this time. No further discussion of the minutes. Motioned by Leary, 2nd by Howie to approve the February meeting minutes as written. All voting yes, motion carried.

Finance Director's Report: Each board member received a copy of the expenditures for the month of February. Items highlighted were: Purchase of Chrysler Pacifica for Dental Outreach, purchased by a grant from Delta Dental, VBISD 4th quarter utilities, stated the majority of the expense was for electric. Peat asked why some information on expenditures was redacted and was informed due to HIPAA client names are redacted. Discussed what would be considered for a dental refund. Reissue of payment to US Business was explained. Motion by Linderman, 2nd by Peat to except the expenditures report. All voting yes, motion carried. The Statement of Revenues and Expenditures from October 1st 2023 thru February 29th 2023 was also distributed to the board.

Administrator's Report: Danielle highlighted the following from the March written report: Community Health team have begun a Nutrition/Education Project; working on developing a task force. Lead agency for a new Senior Project Fresh initiative; working with MDHHS on providing free nutrition education and \$25 in coupons to be used for healthy foods at a farmers market or roadside stands. Linderman asked how seniors were being informed of this and was informed they are currently working on this. Kelly is working with UofM grad students on developing an app that connects the community to nutrition education resources and physical activity opportunities. Also highlighted the Double Up Food Bucks.

Danielle stated Nursing and a Community Health Team member are working together to distribute lock boxes to Marijuana dispensaries as well as promoting Wear One Campaign that provides free access to condoms and STI resources that inform someone where they can go to be tested or to receive treatment. Feedback has been great. Working with area colleagues on getting these distributed as well having available in the office. Danielle stated gun lock boxes should become available soon. She stated these supplies are free to the health department.

A list of 2023 team accomplishments was available. Danielle explained this list was presented at the team meeting and gave a brief update on the team meeting, events held, purpose of meeting. Paid for with Workplace Development funds. Employees participated by giving ideas on how we could further support our workforce. Looking at creating a priority list of these ideas. Nancy explained item #3, establishing a new Chart of Accounts and explained why this was needed and Danielle stated Nancy has also trained the leadership staff on the Chart of Accounts. Danielle explained #10 volunteer hours stating staff can volunteer up to 8 hrs. a year. As long as community focus and meets our values.

A handout was distributed on the upcoming PBS documentary titled "The Invisible Shield" on Public Health.

Danielle informed the board that she has been in contact with a former Dentist who has expressed interest in working for us. Interested in practice management as well as working chairside. He has experience working at another clinic as well as in the private sector. Hope to hear by end of the month. He currently is under a contract and if he does decide to work in public health he has to give 120-day notice to his current employer. Discussed and reviewed.

IT asked for the board's approval to accept the quote from SOPHOS on maintaining virus protection. Three quotes were obtained but IT asked that we renew our contract with SOPHOS for 3 years. Discussed and reviewed. Motion by Linderman, 2nd by Peat to approve IT's request to renew with SOPHOS as requested. All voting yes, motion carried.

Board members were given a letter from Maner Costerisan, public certified accountants. Danielle asked the auditors for clarification of the letter and was informed this is their preliminary governance letter, and the paragraph about material misstatements is a standard statement to simply indicate they plan to continue to look at things as they wrap up their audit. They hope to be completed so they can present at the April Board meeting.

Danielle asked the board if she could attend April's meeting virtually. She explained why. However, if the auditors plan to be present at the April meeting she will attend the meeting in person.

Danielle stated last month we talked about website challenges and the need to do something else. Community Health is spearheading this change is currently looking at web site developers. Hope to have something available soon that she can share with the board before the April meeting. Will send out either electronically or by mail. Discussed and reviewed.

Medical Director's Report: Dr. Wile stated that the lock boxes for marijuana can also be used to lock up someone's medicine. Encouraged everyone to get one. Discussed and reviewed.

Dr. Wile stated that respiratory season is winding down. He discussed CDC's new guidelines. Can be used for COVID as well as other respiratory illnesses. As a result, have developed a new policy/guideline for staff. He stated schools will continue with the old guidelines until next year. Danielle stated healthcare facilities are continuing as is however felt the health department could make the change now. Dr. Wile stated those that are hospitalized or die from COVID now are those individuals considered high risk. Discussed and reviewed.

Dr. Wile gave a brief report on Measles. Stated a couple potential cases were reported however tested negative. There are no cases in both Van Buren or Cass County. He stated most doctors have never seen or experienced a case of measles and are doing what they can to get educated. Discussed and reviewed.

Discussed the number of flu cases in both Van Buren and Cass County. Dr. Wile explained that numbers in Cass could be lower due to a number of cases going into Indiana.

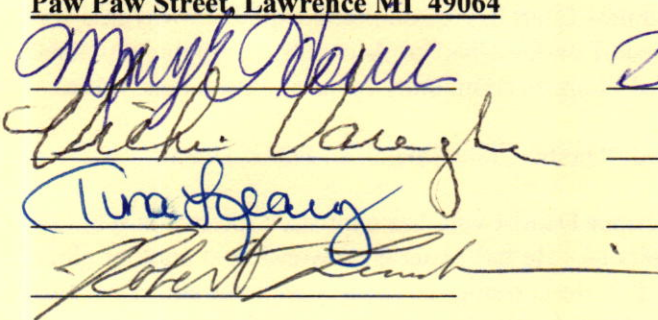
Environmental Health Report: The written report was available for the board's review.


Health Promotions: The written report was available for the board's review.

Other Business: None

Public Comment: Skip Dyes asked if Danielle had any knowledge about the Dental Program at VoTech in regards to their promise of allowing 1 Cass County student enroll for every 1 Van Buren County student. Danielle was unaware but would look into. Roger Boyer thanked the board for providing packets to guests, very helpful.

Motion by Howie, 2nd by Vaughn to adjourn. All voting yes, motion carried. The next regular District Board of Health meeting is scheduled **Wednesday, April 10th at 3pm at the Van Buren ISD Conference Center, 490 So Paw Paw Street, Lawrence MI 49064**

Handwritten signatures of four board members: Mary Jo, Vicki Vaughn, Tina, and Robert.

Handwritten signature of Don Hanson.

Board of Health Members