



**Draft Minutes of the Board of Health
Regular Meeting
April 15, 2022
3981 E. Clinton Trail, Charlotte, MI 48813**

Meeting was called to order by Chairperson Geiger at 1:00 pm.

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| 1. Pledge of Allegiance | All present joined in for the Pledge of Allegiance. |
| 2. Roll Call | <p>Board Members Present: Commissioner Blake Mulder, Commissioner Catherine Getty, Commissioner Bruce Campbell, Commissioner Joe Brehler, and Commissioner Ben Geiger.</p> <p>Staff Present: Colette Scrimger (Health Officer), Taresa Lucas (Finance Director), Anne Barna (PPE Director), Laura Fox (PCH Director), Emily Smale (Communication Specialist).</p> |
| 3. Approval of Agenda | Motion by Commissioner Getty, supported by Commissioner Brehler to approve the agenda as provided. All ayes, motion carried. |
| 4. Approval of Minutes | Motion by Commissioner Mulder, supported by Commissioner Getty to approve the March 2022 Meeting minutes as provided. All ayes, motion carried. |
| 5. Board Education | <p><u>New Website Demonstration</u></p> <p>Emily Smale presented a demonstration of the re-designed website. Discussion ensued, with Commissioner Getty suggesting staff email addresses be added to the Staff directory.</p> |
| 6. Limited Public Comment | None |
| 7. Health Officer Report | <p>a. <u>Staffing Update</u> Colette addressed the Board on our current staffing, introducing Laura Fox to the board. Departing staff member, Anne Barna was thanked by the board for her devotion to public health and her commitment to the health and wellbeing of our communities. Vacant positions including PPE Director, Community Health Promotion Specialist II, Epidemiologist, the Environmental Health Supervisor is on pause, we will focus on recruiting an Environmental Health Specialist. Colette also informed the Board that an All Staff meeting is planned on June 24, 2022, in person if conditions deem that appropriate, and our offices will be closed.</p> <p>b. <u>Michigan Center for Rural Health Funding</u> Colette shared with the Board the details of this funding, requiring adding 2 additional full time Clinic Assistants.</p> <p>c. <u>Health Resources Advocates Funding Opportunity</u> Colette shared with the Board the known details regarding school liaison funding which may require 5-6 additional new hires. Currently, the CDC hires this staff directly, allocating them to BEDHD and are restructuring it to the local level. Action will be required in a future meeting before moving forward.</p> |

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| 8. Finance/Personnel Committee | <p>a. <u>Approval of Monthly Revenue and Expenditures Report</u> Motion by Commissioner Mulder, supported by Commissioner Getty to approve the monthly revenue and expenditures report for February 2022 as presented. Roll call vote: Getty – YES, Campbell – YES, Brehler – YES, Geiger - YES, Mulder – YES. Motion carried.</p> <p>b. <u>Approval of Payables</u> Motion by Commissioner Getty, supported by Commissioner Brehler to approve the February 2022 payables in the amount of \$233,826.29 Roll call vote: Geiger - YES, Brehler - YES, Campbell – YES, Getty – YES, Mulder – YES. Motion carried.</p> <p>c. <u>Approval of 2.0 FTE Clinic Assistant positions</u> Motion by Commissioner Mulder, supported by Commissioner Brehler to add 1.0 FTE Clinic Assistant positions to the budget to be funded through the Michigan Center for Rural Health funding. Roll call vote: Geiger - YES, Brehler - YES, Campbell – YES, Getty – YES, Mulder – YES. Motion carried.</p> |
| 9. Old Business | <p>a. <u>Enterprise Fleet Services Proposal</u> Commissioner Brehler presented the results of the Sub-Committee’s findings. Motion by Commissioner Campbell, supported by Commissioner Brehler to authorize Colette Scrimger to execute contracts with Enterprise Fleet Management for the leasing and maintenance of 19 vehicles for use by staff business activities. Roll call vote: Geiger - YES, Brehler - YES, Campbell – YES, Getty – YES, Mulder – YES. Motion carried.</p> |
| 10. Correspondence | NONE |
| 11. Limited Public Comment | NONE |
| 12. Board Member Comments | <p>Commissioner Campbell appreciated working with Brehler and Scrimger on the Enterprise Fleet sub-committee.</p> <p>Commissioners Mulder and Getty provided an update regarding their assignment to the Leadership Training sub-committee.</p> <p>Commissioner Brehler discussed the May BOH Meeting.</p> <p>Commissioner Geiger discussed the changes that have occurred for the organization and appreciates the good heart and soul of our staff.</p> |
| 13. Adjournment | The Chair adjourned the meeting at 1:42pm. |

Ben Geiger, Chair _____ Colette Scrimger, Health Officer _____



Draft Minutes of the Finance/Personnel Committee

**Barry-Eaton District Health Department
April 15, 2022
3981 E. Clinton Trail, Charlotte, MI 48813**

Meeting was called to order by Chairperson Geiger at 12:30pm

Commissioner Mulder, Commissioner Getty were in attendance along with staff Colette Scrimger and Taresa Lucas.

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| 1. Approval of Agenda | Commissioner Mulder moved to approve the agenda as printed, Commissioner Getty supported. Motion carried. |
| 2. Approval of Minutes | Commissioner Getty moved to approve the minutes from the March 2022 meeting as printed, Commissioner Mulder supported. Motion carried. |
| 3. Limited Public Comment | NONE |
| 4. Approval of Monthly Revenue and Expenditures Report | Taresa Lucas presented the monthly revenue and expenditures report for February 2022. Commissioner Getty moved to bring the monthly revenue and expenditures report to the full board for approval, Commissioner Geiger supported. Motion carried. |
| 5. Approval of Payables | Taresa Lucas presented the February 2022 monthly payables in the amount of \$233,826.29. Commissioner Getty moved to bring the monthly payables to the full board for approval, Commissioner Mulder supported. Motion carried. |
| 6. Approval of 2.0 FTE Clinic Assistant | Colette Scrimger proposed presenting the addition of 2 full-time Clinic Assistant positions for the Michigan Centers for Rural Health grant. Discussion ensued. Commissioner Mulder moved to bring to full board, Commissioner Getty supported. Motion carried. |
| 7. Update – Quarterly Budget Amendments | Colette Scrimger updated the committee that due to recent staffing changes the quarterly amendments will be delayed. |
| 8. Update – Clinic Remodel | Colette Scrimger updated the committee regarding the Eaton Clinic remodeling project. Discussion ensued. |
| 9. Adjournment | Meeting was adjourned by Chairperson Geiger at 12:49pm. |

Ben Geiger, Chair _____ Colette Scrimger, Health Officer _____