



# Barry-Eaton District Health Department

Barry County: 330 W. Woodlawn Ave., Hastings MI 49058  
Phone: 269-945-9516 Fax: 517-543-7737

Eaton County: 1033 Health Care Dr., Charlotte, MI 48813  
Phone: 517-543-2430 Fax: 517-543-7737

Minutes of the Board of Health  
Regular Meeting  
July 15, 2022  
330 W. Woodlawn Ave., Hastings, MI 49058

The meeting was called to order by Chairperson Geiger at 1:12 pm.

1. Pledge of Allegiance	All present joined in for the Pledge of Allegiance.
2. Roll Call	Board Members Present: Commissioner Jeremy Whittum, Commissioner Bruce Campbell, Commissioner Blake Mulder, Commissioner Joe Brehler, and Commissioner Ben Geiger  Staff Present: Colette Scrimger (Health Officer), Laura Fox (Personal & Community Health Director), Taresa Lucas (Finance Director), and Milea Burgstahler (Public Health Operations Manager)
3. Approval of Agenda	Motion by Commissioner Mulder, supported by Commissioner Campbell to approve the agenda as amended. All ayes, motion carried.
4. Approval of Minutes	Motion by Commissioner Brehler, supported by Commissioner Campbell to approve the June 2022 Meeting minutes as provided. All ayes, motion carried.
5. Board Education	Kaylynne Miesen, (Community Health Promotion Specialist) provided board education related to BEDHD's work with Disability Inclusion supported by the MDHHS funding for Cross Jurisdictional Sharing. Staff created a Disability Inclusion Assessment Tool in 2018/2019 to measure Local Health Department's programs and services level of inclusion of persons with a disability. Leadership at BEDHD completed the assessment in March 2022 and has moved on to the action plan phase. Questions regarding the scope of the project were answered.
6. Limited Public Comment	The Board heard comments from 1 member of the public.
7. Health Officer Report	<p>a. <u>Monkeypox</u> Rebekah Condon, Emergency Preparedness Coordinator, provided an update regarding the current Monkeypox outbreak. At the time of the meeting, 1,469 cases had been reported in the United States, including 10 Michigan cases. Information regarding Monkeypox transmission, symptoms, and vaccination was shared. BEDHD staff will monitor the situation locally, provide risk communication to the public and community partners and provide updates via the Agency Website and social media pages. Discussion ensued, and questions were answered.</p> <p>b. <u>Staff Training</u> Colette shared that staff participated in an all-staff education session in June of 2022. An outside facilitator was brought in. The training was well received by staff. There are plans for future staff development, supervisor, and leadership training.</p>

8. Finance/Personnel Committee	<p>a. <u>Approval of Monthly Revenue and Expenditures Report</u> Motion by Commissioner Mulder, supported by Commissioner Brehler to approve the monthly revenue and expenditures report for May 2022 as presented. Roll call vote: Campbell - YES, Brehler - YES, Mulder – Yes, Geiger – YES, Whittum- N/A. Motion carried.</p> <p>b. <u>Approval of Payables</u> Motion by Commissioner Mulder, supported by Commissioner Campbell to approve the May 2022 payables in the amount of \$182,420.96. Roll call vote: Roll call vote: Campbell - YES, Brehler - YES, Mulder – YES Geiger – YES, Whittum – N/A. Motion carried.</p> <p>Discussion ensued.</p>
9. New Business	<p>a. <u>MERS Delegates</u> Colette announced that Milea Burgstahler has been selected as the employer delegate for the MERS conference in September. An employee delegate has not yet been selected. Motion by Commissioner Brehler, supported by Commissioner Campbell to approve Milea Burgstahler as the employer delegate and the employee delegate as selected by the employees.</p> <p>b. <u>Draft FY2023 Annual Budget, staffing plan, &amp; fee schedule</u> Colette presented the Draft Financial Facts Document, Draft Environmental Health Fee Schedule, Draft FY 2023 Budget, and Draft Proposed Staffing Plan. Colette explained it is a balanced budget of over \$8 million, has no new staff positions proposed, reflects a 3% local appropriation increase, and includes deferred revenue from prior years. Colette explained the proposed changes to the Draft Environmental Health Schedule and explained that no fee increase is being proposed for FY 2023. Changes to the fee schedule were noted on the draft with the addition of removing the relocation evaluation fee. The Draft FY 2023 Personal and Community Health Fee schedule was not available for this meeting and will be sent to the board before the next meeting. Discussion ensued and questions were answered. A revised FY 2023 budget will be sent to the board before the August BOH meeting if any changes are needed. Colette praised Taresa for her work.</p> <p>c. <u>Vehicle Fleet Update</u> Milea Burgstahler provided an update to the board regarding the Vehicle Fleet contract. Discussion ensued, and questions were answered.</p>
d. Correspondence	NONE
e. Limited Public Comment	The Board heard comments from 1 member of the public.
f. Board Member Comments	Commissioners Whittum and Brehler apologized for being late to the meeting. Commissioner Campbell thanked Colette for taking the time to orient him to the Board.
g. Adjournment	The Chair adjourned the meeting at 2:08 pm.



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Blake Mulder, Chair\_ *Blake Mulder* \_\_\_\_\_ Colette Scrimger, Health Officer\_ *Colette Scrimger*

## Minutes of the Finance/Personnel Committee

Barry-Eaton District Health Department  
 July 15, 2022  
 330 W. Woodlawn Ave., Hastings, MI 49058

The meeting was called to order by Chairperson Geiger at 12:42 p.m.

Commissioner Mulder was in attendance along with staff Colette Scrimger, Taresa Lucas, And Milea Burgstahler.

1. Approval of Agenda	Commissioner Geiger moved to approve the agenda as printed, Commissioner Mulder supported. Motion carried.
2. Approval of Minutes	Commissioner Geiger moved to approve the minutes from the June 2022 meeting as printed, Commissioner Geiger supported. Motion carried.
3. Limited Public Comment	NONE
4. Approval of Monthly Revenue and Expenditures Report	Commissioner Geiger moved to bring the monthly revenue and expenditures report to the full board for approval, Commissioner Mulder supported. Motion carried.
5. Approval of Payables	Taresa Lucas presented the May 2022 monthly payables in the amount of \$182,420.96 Commissioner Mulder moved to bring the monthly payables to the full board for approval, Commissioner Geiger supported. Motion carried.
6. Adjournment	The meeting was adjourned by Chairperson Geiger at 12:44 p.m.

Blake Mulder, Chair Blake Mulder \_\_\_\_\_ Colette Scrimger, Health Officer Colette Scrimger