



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 Barry-Eaton District Board of Health
May 23, 2024
320 W. Woodlawn Avenue, Hastings, MI 49058
1:00 p.m.

1. Call to Order	The meeting was called to order by Chairperson Mulder at 1:00 pm
2. Pledge of Allegiance	All present joined for the Pledge of Allegiance.
3. Attendance Roll Call	Board Members Present: Commissioner Catherine Getty, Commissioner Bob Teunessen, Commissioner Joe Brehler, Commissioner Bruce Campbell, and Commissioner Blake Mulder. Staff Present: Colette Scrimger (Health Officer), Rebekah Condon (Operations Manager), Kali Nichols (Personal and Community Health Director), Milea Burgstahler (Planning, Promotion, and Evaluation Director), Emily Smale (Communication Specialist), Jackie Anderson (Clinical Supervisor), Maddie Vervaeke (Emergency Preparedness Coordinator), Jennifer Fox (Registered Dietitian)
4. Motion to Approve the Agenda (ACTION)	Motion by Commissioner Campbell, Supported by Commissioner Getty All ayes, motion carries.
5. Limited Public Comments (3 minutes per person)	None
6. Presentation - Employee Engagement Survey Results	Courtney Woodruff (Human Resources) outlined the employee engagement survey structure and its history. She gave a high-level overview of the survey questions and responses. This year's response rate was 92%. The commissioners had a chance to ask questions; Courtney answered all questions.
7. Regular Board Items	a. <u>Motion to Approve the April 19, 2024 Board Meeting Minutes (ACTION)</u> Motion by Commissioner Tuenessen, Supported by Commissioner Campbell to approve the April 19, 2024 meeting minutes as provided. All ayes, motion carried. b. <u>Motion to approve the March Payables</u>



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	<p>Motion by Commissioner Brehler, Supported by Commissioner Getty to approve the payables for \$308,025.02. All ayes, motion carried.</p> <p>c. <u>Motion to Approve Monthly Revenue/Expenditure Report</u></p> <p>Motion by Commissioner Brehler, Supported by Commissioner Campbell to approve the Monthly Revenues and expenditures report. All ayes, motion carried.</p>
<p>8. Division Reports and Requests</p>	<p>8. Division Reports and Requests</p> <p>a. Planning, Promotion and Evaluation</p> <p>i. Annual Report: Emily Smale (Communication Specialist) presented the finalized annual report. She gave an overview of the FY2023 annual report which highlights all divisions and programs. This report will be widely distributed throughout the district.</p> <p>b. Personal and Community Health Division</p> <p>i. Proposed Supervisor Position 1.0 FTE - Connections (ACTION): Colette Scrimger gave an overview of a proposed supervisor job description and asked the board to support a new 1.0 FTE for a supervisor in the PCH division. This person would be the Health Access Supervisor.</p> <p><u>Motion to approve proposed supervisor position 1.0 FTE</u> Motion by Commissioner Brehler, Supported by Commissioner Campbell. All ayes, motion carries.</p> <p>ii. Impact Story – WIC: Jennifer Fox (Registered Dietitian) gave an impact story on a Barry County family that was in crisis. They came to the health department to enroll in WIC, while they were here it was determined that they also qualified for Medicaid and SNAP benefits. They also were able to schedule immunizations. This family was fully supported and well taken care of during one visit due to</p>



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	<p>proper communication throughout departments and awareness of benefits that the family can use.</p> <p>iii. Board Education - Immunization Action Plan: Jackie Anderson (Clinical Supervisor) gave the board an overview of the Immunization Action Plan which is a comprehensive plan that we send to the state, annually. She highlighted areas of focus and goals for 2024. The commissioners asked questions and engaged in discussion surrounding the importance of childhood vaccination.</p> <p>c. Administration Division</p> <p>i. Program Update: Full Scale Exercise with MI MORT: Maddie Vervaeke (Emergency Preparedness Coordinator) gave an overview of the recent full-scale exercise put on by Eaton County Emergency Management and MI MORT. BEDHD leadership attended the exercise for high level education on what our responsibilities would look like during a mass casualty event. Overall, the exercise was successful.</p> <p>ii. Staffing Changes: Colette Scrimger (Health Officer) outlined recent staffing changes and future plans for addressing vacancies BEDHD. This included the ongoing engagement of the accounting firm Maner Costerisan (Lansing) to provide coverage of the Finance Director role.</p>
9. Other Business (If needed)	None
10. Limited Public Comments (3 minutes per person)	None
11. Board Member Comments	None
12. Adjournment	Chairperson Mulder adjourned the meeting at 2:34 pm.

Blake Mulder, Chair  Colette Scrimger, Health Officer 



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NEXT MEETING: June 21, 2024 in Charlotte, MI

Should any person attending this meeting require accommodations, please notify the office three business days prior to the meeting at 517-541-2694