



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
 July 26, 2024
 320 W. Woodlawn Avenue, Hastings, MI 49058
 1:00 p.m.

1. Call to Order	The meeting was called to order by Commissioner Brehler at 1:00 pm
2. Pledge of Allegiance	All present joined for the Pledge of Allegiance.
3. Attendance Roll Call	<p>Board Members Present: Commissioner Joe Brehler, Commissioner Bob Teunessen, Commissioner Jim Mott, and Commissioner Blake Mulder.</p> <p>Staff Present: Colette Scrimger (Health Officer), Kali Nichols (Personal and Community Health Director), Milea Burgstahler (Planning, Promotion, and Evaluation Director), Jay Vanstee (Environmental Health Director), Emily Smale (Communication Specialist), Jodi Pessell (EH Supervisor), Bethany Verble (Accounting Contractor, Maner Costerisan)</p>
4. Motion to Approve the Agenda (ACTION)	<p>Motion by Commissioner Brehler, Supported by Commissioner Teunessen</p> <p>All ayes, motion carries.</p>
5. Limited Public Comments (3 minutes per person)	None
6. Regular Board Items	<p>a. <u>Motion to Approve the May 23, 2024 Board Meeting Minutes (ACTION)</u></p> <p>Motion by Commissioner Mott, Supported by Commissioner Brehler to approve the May 23, 2024 meeting minutes as provided. All ayes, motion carried.</p> <p>b. <u>Motion to approve the April and May Payables</u></p> <p>Motion by Commissioner Brehler, Supported by Commissioner Teunessen to approve the April Payables in the amount of \$216,667.67 and the May payables in the amount of \$204,375.98 Roll Call Vote: Brehler – Yes, Teunessen – Yes, Mulder – Yes, Mott – Yes. Motion carried.</p> <p>c. <u>Motion to Approve Monthly Revenue/Expenditure Report</u></p>



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	<p>Motion by Commissioner Mott, Supported by Commissioner Brehler to approve the Monthly Revenues and Expenditures report. All ayes, motion carried.</p>
<p>7. Division Reports and Requests</p>	<p>8. Division Reports and Requests</p> <p>a. Planning, Promotion, and Evaluation</p> <p>i. Medical Marijuana Grant Update: Emily Smale (Communication Specialist) updated the board on the progress of the activities for the Medical Marijuana Grant. She shared that BEDHD hosted two recent events to distribute lockboxes. The events resulted in 210 lockboxes being given away. BEDHD had partnered with an Eaton County Dispensary to promote the event and supplied the dispensary with lockboxes to give to their customers who were not able to make the events. BEDHD has partnered with the Barry County Substance Abuse Task Force to host an educational webinar for community partners to learn more about marijuana trends and prevention in August.</p> <p>ii. Strategic Planning Quarterly Report: Milea Burgstahler (Planning and Promotion Director) updated the board on the progress of the 2024 Strategic Action Plan.</p> <p>b. Environmental Health</p> <p>i. Legionella Update: Jodi Pessell (EH Supervisor) shared that BEDHD is working with a facility in the jurisdiction experiencing a legionella outbreak. BEDHD, in partnership with MDHHS, is investigating the outbreak and are aware of 3 related cases. The facility has taken measures to reduce the risk of legionella exposure. The investigation is ongoing. Discussion was had and questions were answered.</p> <p>c. Personal and Community Health</p>



i. Produce Connection: Kali Nichols (Personal and Community Health Director) shared the changes to the Produce Connection program, previously known as Project Fresh. Benefits for the program are now loaded onto a client's WIC EBT card and farmers must be registered with the State as an authorized grower to participate in the program. With this program, eligible clients receive an additional \$30 on top of their fruit and veggie benefits to spend on produce from authorized growers. She shared that the State is experiencing technical difficulties with signing up registered growers. The Barry-Eaton jurisdiction currently does not have any authorized growers.

d. Administration Division

i. Presentation of the FY 2025 draft budget, staffing, and fee schedule. Colette Scrimger (Health Officer) introduced Bethany Verble of Manor Costerisan, the accounting firm BEDHD is working with for finance-related needs while the Finance Director position is vacant. Colette then presented the draft FY 2025 budget, staffing, and fee schedule to the board. The FY 2025 budget includes the same positions as the FY 2024 budget with the exception of 1 Health Resource Advocate position (currently vacant) and the reduction of a PCH supervisor. The EH fee schedule reflects a 3% increase for all fees, and the PCH Fee Schedule reflects some increases based on the cost of vaccines. Colette and Bethany answered questions from the commissioners.

ii. Approval to upgrade finance software to Sage Intact (ACTION): Colette presented a proposal to purchase and implement Sage Intact which would allow BEDHD to upgrade its finance software. Motion by Commissioner



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	<p>Brehler, Supported by Commissioner Mott to approve approximately \$71,358 from the fund balance to implement Sage intact. Roll Call Vote: Mott – Yes, Mulder – Yes, Teunessen – Yes, Brehler – Yes. Motion carried.</p> <p>iii. Approval to upgrade phone system to WebEx hosted system (ACTION): Nathan Nighbert (Deputy Director of Technology Services for Eaton County) shared information about the WebEx hosted system which would replace the current phone system if approved. The cost of the WebEx hosted system is less than what BEDHD is currently paying for phone service and will also save approximately \$50,000 in FY2025. Motion by Commissioner Tuenessen, Supported by Commissioner Brehler to upgrade to Webex hosted system. All ayes – Motion carried.</p> <p>iv. MERS Annual Meeting Delegate (ACTION): Colette presented that the agency voted to send Gail Duncan as the employee representative and Rebekah Condon as the employer representative to the MERS Annual Meeting. Motion by Commissioner Mott, Supported by Commissioner Tuenessen to accept the delegates as presented. All ayes – Motion carried.</p>
8. Other Business (If needed)	None
9. Limited Public Comments (3 minutes per person)	None
10. Board Member Comments	None
11. Adjournment	Chairperson Mulder adjourned the meeting at 2:32 pm.

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

NEXT MEETING: August 16, 2024 in Charlotte, MI



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