



**BOARD OF HEALTH**

**Meeting Minutes**

May 29, 2020

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- I. **Call to Order:** Jim Maike, Chair, called the meeting to order at 9:31 a.m.
- II. **Roll Call**  
**Members Present – In Person:** Charles Lange, Jim Maike, Tom O’Neil, Richard Schmidt, Ray Steinke, Hubert Zuiderveen  
**Members Present – Via Teleconference:** Ron Bacon, Patty Cox, Betty Dermeyer, Pauline Jaquish, Bryan Kolk, Martha Meyette, Judy Nichols, Roger Ouwinga, Shelley Pinkelman, Denny Powers, Gary Taylor,  
**Members Excused:** Dawn Martin, James Sweet  
**Members Absent:** Phil Lewis  
**Staff – In-Person:** Kevin Hughes  
**Staff – Teleconference:** Jane Drake, Christine Lopez, Dr. Jennifer Morse
- III. **Approval of the Agenda:** Motion by Tom O’Neil, seconded by Hubert Zuiderveen, to approve the meeting agenda. *Motion carried.*
- IV. **Approval of the Meeting Minutes:** Motion by Betty Dermeyer, seconded by Richard Schmidt, to approve minutes of the April 24, 2020, meeting. *Motion carried.*
- V. **Public Comment:** None
- VI. **Action Items**
  - A. Amended Budget:
  - B. April Month-End Financial Report: Christine Lopez, Administrative Services Director, said an amended budget will be presented at June Board meeting. She reviewed the financial report for the month ended April 30. Total revenues were \$1.5 million, with expenses of \$1.7 million. Beginning cash balance for May was \$7.3 million, and the projected balance for the end of September is \$4.8 million.
    - 1. *Approve Accounts Payable and Payroll.* Motion by Richard Schmidt, seconded by Ray Steinke, to approve the April accounts payable and payroll total of \$2,063,944.49.

**Roll Call Vote**

Ron Bacon	Yes	Jim Maike	Yes	Denny Powers	Yes
Patty Cox	Yes	Martha Meyette	Yes	Richard Schmidt	Yes
Betty Dermeyer	Yes	Judy Nichols	Yes	Ray Steinke	Yes
Pauline Jaquish	Yes	Tom O’Neil	Yes	Gary Taylor	Yes
Bryan Kolk	Yes	Roger Ouwinga	Yes	Hubert Zuiderveen	Yes
Charles Lange	Yes	Shelley Pinkelman	Yes		

**Motion Carried.**

- C. Kevin Hughes, Health Officer, explained that in response to the economic and employment disruptions caused by the pandemic, the IRS is allowing changes to employee benefits outside of the normal

enrollment period. Hughes requested Board approval of the elections options, with a deadline for requesting changes by June 30.

2. *Adopt IRS Health Benefits Elections Options.* Motion by Charles Lange, seconded by Ray Steinke, to adopt elections options with deadline of June 30.

Roll Call Vote

Ron Bacon	Yes	Jim Maike	Yes	Denny Powers	Yes
Patty Cox	Yes	Martha Meyette	Yes	Richard Schmidt	Yes
Betty Dermeyer	Yes	Judy Nichols	Yes	Ray Steinke	Yes
Pauline Jaquish	Yes	Tom O’Neil	Yes	Gary Taylor	Yes
Bryan Kolk	Yes	Roger Ouwinga	Yes	Hubert Zuiderveen	Yes
Charles Lange	Yes	Shelley Pinkelman	Yes		

Motion Carried.

**VII. Reports/Information**

- A. Agency Operations: Kevin Hughes reviewed the “Return to Work Plan,” included in the meeting materials. He explained the plan was to move through an orderly process of gradually bringing back employees and providing services. He also said the agency shared a larger document with guidance on re-opening with community partners.
- B. Coronavirus/COVID-19: Dr. Jennifer Morse, Medical Director, discussed her report included in the meeting materials, “Future of the COVID-19 Pandemic.” She explained how different COVID-19 has behaved in comparison to other coronaviruses. Because it is more contagious, it is estimated 60-70% of the population will need to be immune in order to stop its spread. Expectations are that COVID-19 will not go away, but instead will become one of the seasonally circulating strains viruses. She recommended that messaging from government officials should stress that the virus will not be over soon, and steps to mitigate its spread should continue.

In response to a question, Dr. Morse offered to share information about anti-body testing in an email, following the meeting.

**VIII. Other Business:** Jim Maike said the Executive Committee would discuss options for the format of the June meeting.

**IX. Next Meeting**

The next regular meeting of the Board of Health is scheduled for Friday, June 26, 2020, at 9:30 a.m.

**X. Adjournment**

Jim Maike adjourned the meeting at 10:20 a.m.

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*Jim Maike, Chair* \_\_\_\_\_ *Date*

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*Charles Lange, Secretary* \_\_\_\_\_ *Date*