



## BOARD OF HEALTH

### **Meeting Minutes**

November 20, 2020

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**Materials Distributed in Addition to Board Packet:** October 30 Meeting Minutes – Revised; Accounts Payable Summary Listing

I. **Call to Order:** Jim Maike, Chair, called the meeting to order at 10:00 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, Judy Nichols, Roger Ouwinga, Denny Powers, James Sweet, Gary Taylor

**Members Excused:** Martha Meyette, Shelly Pinkelman

**Members Absent:** Phil Lewis, Dawn Martin

**Staff – In-Person:** Kevin Hughes, Tom Reichard

**Staff – Online:** Jane Drake, Christine Lopez, Dr. Jennifer Morse

Jim Maike suggested roll call votes for the remainder of the meeting be suspended. No objection.

III. **Approval of the Agenda.** Motion by Ray Steinke, seconded by Hubert Zuiderveen, to approve the meeting agenda. *Motion carried.*

IV. **Approval of the Meeting Minutes.** Motion by Charles Lange, seconded by Ray Steinke, to approve minutes of the October 30, 2020, meeting. *Motion carried.*

V. **Public Comment:** None

VI. **Committee Reports**

A. Executive Committee. Did not meet. Chair Jim Maike said there could be an online meeting in December.

B. Finance Committee. Did not meet. Christine Lopez, Administrative Services Director, said the month-end report for October would be included with the December meeting materials. A summary listing of the October accounts payable and payroll totals was distributed to members via email and by handout.

1. *Approve Accounts Payable and Payroll.* Motion by Ray Steinke, seconded by Hubert Zuiderveen, to approve the October accounts payable and payroll total of \$1,361,049, 61. *Motion Carried.*

C. Personnel Committee: Kevin Hughes said proposed changes to the Employee Handbook were included with the meeting materials. The changes were presented for review and will be an action item on the December meeting agenda. He said members could request a complete copy of the handbook if they were interested.

D. Legislative Committee. Kevin Hughes said the 2021 Legislative Priorities sent with the meeting materials included two new items:

- Recognize Public Health as a nonpartisan issue
- Ensure adequate infrastructure is in place to address public health threats such as COVID-19

The other listed items were unchanged from the 2020 Legislative priorities. Hughes explained the priorities would be used in discussions with legislators.

2. *Approve 2021 Legislative Priorities.* Motion by Charles Lange, seconded by Ray Steinke, to approve the 2021 Legislative Priorities as presented. Motion Carried.

Hughes reported an invitation was extended to area State legislators to attend the December 18 meeting.

## VII. Administrative Reports

- A. Environmental Health. Tom Reichard explained the Board requested additional information on a proposal to modify the Food Service license fees that was presented at the October 30 meeting. The information was included in the meeting materials as requested. Reichard said after considering the number of operations that would be affected by the fee change, it was decided instead to leave the current fee structure unchanged. Food service operations with expired licenses would be notified by letter that payment was due. He said the plan was to also not increase the license fees in 2021. The motion to approve the Food Service License Fee Modification that was tabled at the October 30 meeting was discussed.
  3. *Approve Food Service License Fee Modification.* Motion tabled October 30. Motion opened for vote by Charles Lange, seconded by Hubert Zuiderveen. Motion failed.
- B. Medical Director. No written report. Dr. Jennifer Morse discussed two COVID-19 vaccines expected to be available in December. She also explained a new treatment available for outpatients with COVID-19 disease. She encouraged members to support COVID vaccines as they become available.
- C. Deputy Health Officer. Written report included with meeting materials. Kevin Hughes said the report showed results achieved on the agency strategic plan.
- D. Health Officer. Kevin Hughes requested approval of the 2021 MALPH dues assessment.
  4. *Approve 2021 MALPH Dues.* Motion by Charles Lange, seconded by Hubert Zuiderveen to approve the dues assessment of \$5,717.00 for fiscal year 2021. Motion Carried.

Next, Hughes requested approval of the proposed Board of Health meeting schedule for calendar year 2021.

5. *Approve 2021 Board of Health Meeting Schedule.* Motion by Ray Steinke, seconded by Richard Schmidt, to approve the schedule. Motion Carried.

Hughes reported on a new PFAS-contaminated site in Oceana County, and an upcoming pop-up COVID testing event in Mason County. He also said the weekly conference calls with community leaders had resumed, and staff were continuing to work with area schools.

Hughes explained that CARES funding received by the agency to be used for COVID testing is to be expended by the end of December. He said the agency was looking at purchasing a vehicle with the expected remaining funds. The vehicle would be used to provide year-round testing and expand access to other services. Other resources such as Tencon funding could be tapped to support upkeep on the vehicle. Vehicle cost bids and a recommendation to purchase will be presented at the December meeting. Consensus of the members was to move forward with exploring the vehicle purchase.

## VIII. Other Business None.

## IX. Next Meeting

The next regular meeting of the Board of Health is scheduled for Friday, December 18, 2020, at 10:00 a.m. Members were reminded the meeting was scheduled for the third Friday of the month.

## X. Adjournment

Jim Maike adjourned the meeting at 10:41 a.m.

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Jim Maike, Chair

Date

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Charles Lange, Secretary

Date